



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, November 20, 2014
2-31 South Academic Building (SAB)
9:00 AM - 12:00 PM

ATTENDEES:

Voting Members:

Brenda Leskiw	Chair (Delegate), Provost and Vice-President (Academic)
Nat Kav	Vice-Chair and Member (Delegate), Dean, Faculty of Agricultural, Life and Environmental Sciences
JC Cahill	Member (Delegate), Dean, Faculty of Science
Janice Causgrove Dunn	Member (Delegate), Dean, Faculty of Physical Education and Recreation
Yvette d'Entremont	Member (Delegate), Dean, Faculté Saint-Jean
Joanna Harrington	Member (Delegate), Dean, Faculty of Graduate Studies and Research
Nathalie Kermoal	Member (Delegate), Dean, Faculty of Native Studies
Kaysi Kushner	Member (Delegate), Dean, Faculty of Nursing
Stuart Landon	Member (Delegate), Dean, Faculty of Arts
Ada Ness	Member (Delegate), Vice-Provost and University Registrar
Kathryn Orydzuk	Member, Vice-President (Academic), Students' Union
Harry Prest	Member (Delegate), Dean, Augustana Faculty
Wayne Renke	Member (Delegate), Dean, Faculty of Law
Marc Johnson	Member (Delegate), Director, Student Ombudservice
Harsh Thaker	Member (Delegate), Vice-President (Academic), Graduate Students' Association

Presenter(s):

Kathleen Brough	Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
Lisa Collins	Vice-Provost and University Registrar
Jochen Kuttler	Associate Chair (Graduate Programs), Department of Mathematical and Statistical Sciences
Brenda Leskiw	Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Ada Ness	Associate Registrar (Enrolment Services), Office of the Registrar
Melissa Padfield	Deputy Registrar, Office of the Registrar

Staff:

Garry Bodnar, Coordinator, GFC Academic Standards Committee
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter: Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee (ASC)

Motion: Causgrove Dunn/Kav

THAT the GFC Academic Standards Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of October 16, 2014

Materials before members are contained in the official meeting file.

Presenter: Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee (ASC)

Motion: Cahill/Orydzuk

THAT the GFC Academic Standards Committee approve the Minutes of October 16, 2014.

CARRIED

3. Comments from the Chair

The Chair commented on a number of relevant items to members.

ACTION ITEMS

4. Items Deemed Minor/Editorial

The Following Proposal(s) are Deemed Minor/Editorial (GFC ASC's Terms of Reference (Mandate) (3.A.i and iii)) by the Vice-Provost (Academic Programs and Instruction) and Chair, GFC ASC, and are APPROVED UNDER DELEGATED AUTHORITY FROM GFC IN A SINGLE OMNIBUS MOTION.

Materials before members are contained in the official meeting file.

Presenter: Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee (ASC)

Discussion:

There was no discussion.

Omnibus Motion: Prest/Harrington

4A. Augustana Faculty: Proposed Changes to Existing Admission Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission requirements, as submitted by Augustana Faculty and as set forth in Attachment A, to be effective in 2015-2016.

CARRIED

4B. Faculty of Education: Proposed Changes to Existing Academic Standing Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing academic standing requirements, as submitted by the Faculty of Education and as set forth in Attachment B (text highlighted in green), to be effective in 2015-2016.

CARRIED

4C. Faculty of Graduate Studies and Research: Proposed Changes to Existing Admission/Transfer and Academic Standing/Graduation Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer and academic standing/graduation requirements, as submitted by the Faculty of Graduate Studies and Research and as set forth in Attachment C (text highlighted in green), to be effective in 2015-2016.

CARRIED

4D. Faculty of Medicine and Dentistry: Proposed Changes to Existing Academic Standing and Re-examination Requirements for the Bachelor of Science (BSc) in Medical Laboratory Science Program

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing academic standing and re-examination requirements for the Bachelor of Science (BSc) in Medical Laboratory Science, as submitted by the Faculty of Medicine and Dentistry and as set forth in Attachment D, to be effective in 2015-2016.

CARRIED

4E. Faculty of Nursing: Proposed Changes to Existing Admission/Transfer and Academic Standing Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer and academic standing/graduation requirements, as submitted by the Faculty of Nursing and as set forth in Attachment E (text highlighted in green), to be effective in 2015-2016.

CARRIED

4F. Faculty of Pharmacy and Pharmaceutical Sciences: Proposed Changes to Existing Admission/Transfer Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer requirements, as submitted by the Faculty of Pharmacy and Pharmaceutical Sciences and as set forth in Attachment F, to be effective in 2015-2016.

CARRIED

4G. Office of the Registrar: Proposed Changes to Admissions Chart 6 (AP (Advanced Placement) Courses Approved for Advanced Standing) of the University Calendar

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer requirements (Admissions

Chart 6 (AP (Advanced Placement) Courses Approved for Advanced Standing of the University Calendar), as submitted by the Office of the Registrar and as set forth in Attachment G, to be effective in 2016-2017.

CARRIED

4H. Office of the Registrar: Course Approvals for November, 2014

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposal for approval of transfer credit, as submitted by the Office of the Registrar and as set forth in Attachment H, to take effect upon final approval.

CARRIED

4I. Faculté Saint-Jean: Proposed Changes to Existing Admission/Transfer and Academic Standing (Including Examination) Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer and academic standing (including examination) requirements, as submitted by Faculté Saint-Jean and as set forth in Attachment I (text highlighted in green), to be effective in 2015-2016.

CARRIED

4J. Faculty of Science: Proposed Changes to Existing Admission/Transfer and Academic Standing/Graduation Requirements for the Science Internship Program (SIP) (Formerly the Industrial Internship Program (IIP))

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer and academic standing/graduation requirements for the Science Internship Program (SIP) (formerly the Industrial Internship Program (IIP)), as submitted by the Faculty of Science and as set forth in Attachment J (text highlighted in green), to be effective in 2015-2016.

CARRIED

4K. Faculty of Science: Proposed Admission/Transfer and Academic Standing/Graduation Requirements for the New Bachelor of Science (BSc) with Honors in Mathematics and Finance Program

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee proposed admission/transfer and academic standing/graduation requirements for the new Bachelor of Science (BSc) with Honors in Mathematics and Finance program, as submitted by the Faculty of Science and as set forth in Attachment K (text highlighted in green), to be effective in 2015-2016.

CARRIED

5. Proposed Calendar Changes Related to the Office of the Registrar's Enrolment Management Plan

Materials before members are contained in the official meeting file.

Presenter(s): Lisa Collins, Vice-Provost and University Registrar; Melissa Padfield, Deputy Registrar, Office of the Registrar;

Purpose of the Proposal: To approve proposed admission requirement changes to the University Calendar in order to be published for the 2015-2016 academic year, with formal implementation in the 2016-2017 academic year; to make updates to the relevant University Calendar sections related to admissions that will reflect the proposed changes put forward by the Office of the Registrar in its 'Ten Point Enrolment Management Plan'. Changes have also been made to the ordering of sections and the language used to improve clarity and consistency.

Discussion:

Ms Collins explained to members that, in collaboration with a number of individual Faculties at the University of Alberta and as part of the administrative management of the Office of the Registrar's Enrolment Management Plan, this comprehensive proposal is the result of a recent, thorough review of the University Calendar with an aim to identify sections requiring revision. She noted that, in addition to changes to language and terminology, there are substantive revisions, including a change to the application for admission deadline. She reported that members of the GFC Academic Planning Committee (APC) would be formally reviewing this proposal at their meeting of November 26, 2014 based, she hoped, upon a positive recommendation from GFC ASC. She reminded members that, as part of the Office of the Registrar's Enrolment Management Plan, there will be a need for further revisions to the University Calendar beyond those before GFC ASC on this occasion.

Ms Padfield reported that the revisions to dates and deadlines comprise the most substantive of the proposed changes and that the other revisions relate to ways the University Calendar supports the Office of the Registrar's Enrolment Management Plan. She invited members to provide commentary or ask questions regarding this proposal.

During the ensuing discussion, members expressed a number of comments and questions, including, but not limited to: clarification surrounding the usage of the words 'Campus Saint-Jean' versus 'Faculté Saint-Jean' in the documentation; that this proposal represents the gathering of data as part of the Enrolment Management Plan – Pilot Project proposed earlier this year by the Vice-Provost and University Registrar, in terms of existing processes and their further refinement, and that Faculties have been considering changes to the University Calendar with regard to their unit-specific processes, as well; and an expression of congratulations to the proposers for their successful presentation.

Motion: Kav/Landon

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee the proposed changes to the University Calendar, as submitted by the Office of the Registrar and as set forth in Attachment 3, for implementation in 2016-2017 (with publication in the University Calendar in 2015-2016).

CARRIED

6. Faculty of Graduate Studies and Research and Faculty of Science Proposal for a (New) Embedded Credit Certificate in Data Science

Materials before members are contained in the official meeting file.

Presenter: Jochen Kuttler, Associate Chair (Graduate Programs), Department of Mathematical and Statistical Sciences

Purpose of the Proposal: To introduce a new embedded credit Certificate in Data Science, as introduced jointly by the Faculty of Graduate Studies and Research (FGSR) and the Faculty of Science.

Discussion:

Dr Kuttler provided members with a brief summary of the proposal, adding that it has been in development for some time. He reported that feedback has illustrated the need in some graduate programs for another layer of education for students who have already earned an undergraduate degree. He stated that this certificate aims to develop practical skills for students to assist with their future employability and includes courses on statistics, bioinformatics, and communications.

Members, during the discussion surrounding this proposal, provided a number of comments and questions, including, but not limited to: whether this could be offered as a “stand alone” certificate at some point; that FGSR Council was supportive of this proposal; expressions of support for this proposal as it relates to enhancing the skill-set of students; whether all relevant groups are aware and in support of the name of this certificate; and clarification surrounding the Calendar copy materials, including a suggestion for minor revisions to the language on page one and the identification of a typographical error.

Motion: Harrington/Cahill

That the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposed embedded credit Certificate in Data Science, as submitted jointly the Faculty of Graduate Studies and Research and the Faculty of Science and as set forth in Attachments 1 and 2, for implementation in September, 2015.

CARRIED

DISCUSSION ITEMS

7. Comprehensive Academic and Research Institutions (CARI) Transfer Credit Statement

Materials before members are contained in the official meeting file.

Presenter: Ada Ness, Associate Registrar (Enrolment Services), Office of the Registrar

Purpose of the Proposal: To discuss a transfer credit statement that will provide clarity to stakeholders on how Alberta’s Comprehensive Academic and Research Institutions’ (CARI) transfer credit is accepted; to improve the general accessibility of CARI transfer credit information by adopting the same language and making it easier to locate on institutional websites.

Discussion:

Ms Ness explained that there have been recent requests to provide a document containing clarifying information on how the University of Alberta manages CARI transfer credits. She reported that this document was drafted following consultation with partner institutions (ie, the University of Calgary, the University of Lethbridge, and Athabasca University); it references, as well, an existing statement regarding CARI transfer credits set out within the University of Alberta’s Calendar.

Ms Collins noted, in addition, that the Provincial Government also frequently requests information surrounding this issue and that Past-Provost Carl Amrhein, in response, had asked that a defining statement, widely distributed to students and posted prominently on the University of Alberta website, be part of the solution in terms of providing necessary clarity.

During the discussion in relation to this item, members expressed a number of comments and questions, including, but not limited to: that the information in relation to CARI transfer credits is not clear to students or parents of students; expressions of support for the creation of this document which clearly reduces confusion; and that there should be a reference included in the web-based statement to the relevant and corresponding statement on transfer credit currently set out in the University’s Calendar.

Mr Bodnar advised members that, following notification from the Office of the Registrar that this new statement has been posted online, he will inform members.

8. External Programs for Review and Programs in Progress on Campus: Standing Item

There were no documents.

Presenter(s): Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; Kathleen Brough, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: For discussion/information.

Discussion:

Ms Brough provided members with an update regarding proposals being reviewed by the Provincial Government:

Working on Submission to the Ministry of Innovation and Advanced Education (IAE):

- Suspension of Chinese and Japanese Majors in the Faculty of Arts
- Master of Accounting (MAcc) Program

Currently with IAE Undergoing System Coordination Review:

- Two Post-Master's Certificates (ie, Business Fundamentals; Innovation and Entrepreneurship)
- Bachelor of Kinesiology (BKin) Changes

Currently with Campus Alberta Quality Council Undergoing Quality Review:

- Faculty of Arts Proposal for the Master of Arts (MA) in Gender and Social Justice Studies
- Faculty of Extension Proposal for the Master of Arts in Community Engagement (MACE)

External Reviews of Proposals from Other Institutions (Completed):

- Bachelor of Science in Energy and Engineering Program from the University of Calgary (Engineering)
- Bachelor of Science Major in Chemistry Program from Mount Royal University (Science)

Members, along with Mr Bodnar, engaged in a discussion surrounding the processes related to tracking proposals which undergo significant changes during the external post-governance stages of review by the Provincial Government. The Chair noted that, in the future, it may become necessary to formulate a process in relation to such substantive changes to ensure congruence between internal and external reviews and approvals.

INFORMATION REPORTS

9. Question Period

A member enquired about the status of the processes involving transfer credit for new applicants.

A member sought clarification surrounding course add/drop deadline dates.

A member asked whether resources could be provided to students who register late in classes.

10. Items Approved by the GFC Academic Standards Committee by E-Mail Ballots

There were no items.

11. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

12. Adjournment

The Chair adjourned the meeting at 9:55 am.