



General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, April 21, 2016
2-31 South Academic Building (SAB)
9:00 AM - 12:00 PM

ATTENDEES:

Voting Members:

Nataraj (Nat) Kav	Chair (Delegate), Provost and Vice-President (Academic)
Janice Causgrove Dunn	Vice-Chair, Dean or Delegate (Associate Dean, Undergraduate)
Fraser Brenneis	Member (Delegate), Dean, Medicine and Dentistry
Dion Brocks	Member (Delegate), Dean, Pharmacy and Pharmaceutical Sciences
Deborah Burshtyn	Member (Delegate), Dean, Graduate Studies and Research
Faith Davis	Member (Delegate), Dean, Public Health
Yvette d'Entremont	Member (Delegate), Dean, Saint-Jean
Elaine Geddes	Member (Delegate), Dean, Business
Clive Hickson	Member (Delegate), Dean, Education
Scott Jeffrey	Member (Delegate), Dean, Agricultural Life and Environmental Sciences
Brenda Leskiw	Member (Delegate), Dean, Science
Karsten Mundel	Member (Delegate), Dean, Augustana
Rebecca Nagel	Member (Delegate), Dean, Arts
Fahim Rahman	Member, Vice-President (Academic), Students' Union
Carolyn Ross	Member (Delegate), Dean, Nursing
Natalie Sharpe	Member, Director of the Student Ombuds Service
Sam Stowe	Member (Delegate), Vice-Provost and University Registrar
Harsh Thaker	Member, Graduate Students' Association Vice-President (Academic)

Presenter(s):

Nataraj (Nat) Kav	Vice-Provost (Programs) and Chair, GFC Academic Standards Committee
Deborah Burshtyn	Associate Dean, Faculty of Graduate Studies and Research
Rebecca Nagel	Associate Dean (Student Programs), Faculty of Arts
Elaine Geddes	Associate Dean (Undergraduate Programs), Alberta School of Business
Kate Peters	Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
Martin Ferguson-Pell	Vice-Principal, Peter Lougheed Leadership College

Staff:

Meg Brolley, 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.

Motion: Mundel/Davis

THAT the GFC Academic Standards Committee approve the Agenda

CARRIED

2. Approval of the Open Session Minutes of March 17, 2016

Materials before members are contained in the official meeting file.

Motion: Jeffrey/Brenneis

THAT the GFC Academic Standards Committee approve the Minutes of March 17, 2016.

CARRIED

3. Comments from the Chair

The Chair noted that the terms of student members would end on April 30 and thanked them for their service to the Committee.

The Chair spoke to the length of time for a response from Advanced Education on programs proposals indicating that things were moving slowly at the moment.

The Chair further reported that the Campus Alberta Quality Council (CAQC), Alberta Council on Admissions and Transfer (ACAT) and Advanced Education would be hosting a meeting with representatives of all 26 post-secondary institutions at the end of May to discuss learning outcomes.

ACTION ITEMS

4. Items Deemed Minor/Editorial

Materials before members are contained in the official meeting file.

Motion: Leskiw/Jeffrey

4A. Office of the Registrar: Proposed Approval and Denial of Transfer Credit for April 2016

THAT GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, proposed approval and denial of Transfer Credit for April 2016, as submitted by the Office of the Registrar.

CARRIED

4B. Faculty of Arts: Proposed Changes to existing Academic Standing Requirements - Honors Philosophy

THAT GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, proposed approval of existing academic standing requirements - Honors Philosophy, as submitted by the Faculty of Arts.

CARRIED

5. Proposal from the Faculty of Graduate Studies & Research: Time Limit for Completion of Graduate Programs

Materials before members are contained in the official meeting file.

Presenter: Deborah Burshtyn, Associate Dean, Faculty of Graduate Studies and Research

Purpose of the Proposal: To provide clarity on the time to completion for students transferring into course-based master's programs or from course-based into thesis-based programs.

Discussion:

Dr Burshtyn emphasized that this is not a change in policy, rather a clarification of existing policy. She noted that this applies mostly to situations where a student moves from a thesis to a course based program. Currently thesis programs have a four year time limit, and course based programs, which are targeted at working professionals, have a six year time limit. The wording presented distinguishes *transferring* from *starting* a new program.

On the question of a student transferring from an MSc to a PhD, it was noted that this was covered in another section.

Motion: Burshtyn/Thaker

THAT GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the policy for Time Limit for Completion of Graduate Programs as proposed by the Faculty of Graduate Studies and Research, and as set forth in Attachment 1, to be effective 2017/18.

CARRIED

6. Proposed Changes to Academic Standing (Re-examinations), Faculty of Arts

Materials before members are contained in the official meeting file.

Presenter: Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Purpose of the Proposal: To change Faculty of Arts re-examination policy to ensure that students who apply and are approved for re-examination have a realistic chance of passing the course after the re-examination has been written.

Discussion:

Dr Nagel noted that this change would ensure that a student has completed at least two thirds of their term work with GPA 2.0 on this work in order to ensure that the student is in a position to pass.

A member suggested that a link be added to the second paragraph rather than quoting a section number which, in the new online calendar, will no longer exist.

The Committee discussed the rationale for the 2.0 GPA and it was noted that this level is required to give the student the possibility of passing.

Motion: Ross/Brenneis

THAT GFC Academic Standard Committee approve, with delegated authority from General Faculties Council, the changes to academic standing (re-examination) as proposed by the Faculty of Arts and as set forth in Attachment 1, to take effect in 2017/18.

CARRIED

7. Proposal for an Embedded Credit Certificate in Interdisciplinary Leadership Studies, Faculty of Business

Materials before members are contained in the official meeting file.

Presenter(s): Elaine Geddes, Associate Dean (Undergraduate Programs), Alberta School of Business; Martin Ferguson-Pell, Vice-Principal, Peter Lougheed Leadership College

Purpose of the Proposal: The Certificate in Interdisciplinary Leadership Studies will provide students with formal recognition of the leadership skills they have acquired through their coursework and through their experiences at the PLLC. The certificate will indicate to employers and graduate schools that the students have taken courses, have participated in co-curricular programs, and have had stretch experiences through which they have developed the ability to tackle the challenges of leadership in all aspects of their lives. It will be available to students in multiple Faculties. An Inaugural Class was recruited in 2015 and began their studies in September 2015 with the courses INT D 301 and INT D 306. If the Certificate is approved, these students and students in subsequent classes will be awarded the Certificate upon completion of the required coursework and the stretch experience.

Discussion:

Dr Geddes reported that a certificate in leadership was one of the key deliverables by the Peter Lougheed Leadership College (PLLC) to obtain provincial funding. She added that the resources for the certificate program are dedicated to this purpose only from the provincial government and other donors.

Dr Geddes noted that the Pioneer class entered in 2015. Two of the certificate course have already been approved through normal governance processes and the other two are in process. She added that this certificate will provide students with a different experience, but that it will not be for every student and factors such as space in the program and student schedules will limit participation.

Dr Geddes emphasized that the guiding principle of the certificate is that the student's primary program is the first priority and that the certificate must work with that program.

Four INT D courses make up the certificate; the courses are led by Agricultural, Life and Environment Sciences, Arts, Science, and Business. Each of these Faculties has a representative on the Academic Oversight Committee which offers advice and counsel to PLLC and Business on this certificate. The role of Business is academic oversight on academic rules and regulations. She further noted that students in the certificate follow the standard rules on grade appeals and program appeals would go to the Faculty of Business.

The courses which comprise the certificate are structured to run one dedicated evening a week with two courses running alternate weeks; it was noted by members that students may have Faculty or other requirements (clinical, practicum, athletics, distance from Augustana) that may preclude students from participating in the program. Dr Geddes confirmed that this would be considered for future development.

At this point, the Chair vacated his seat which was taken by Vice-Chair Dr Causgrove Dunn.

In response to a question from the group, it was confirmed that students in the Pioneer program are aware that the certificate has not been approved. On a further question of whether this is normal practice, it was confirmed that embedded certificates are awarded at graduation and that it is not unusual for students to have some of the courses which comprise the certificate prior to its approval.

There was a question on how students know what Faculty is in charge of the INT D course; it was agreed that course descriptions would be revised to make this clear. The course outlines will also be reviewed, and revised, to ensure all wording is consistent between them.

There was discussion on the wording that indicated that, once started, students would be guaranteed to finish their program. Some members noted that this was precedent setting and did not appear in other places. Dr Geddes noted that this was added due to specific concerns from government if this program suddenly ended.

Dr Geddes noted that the Faculty was currently working on procedures that would be in place for 2017/18 that would ensure that the student's primary Faculty would sign off on whether the student could participate while fulfilling their primary program requirements. This process will occur well in advance through a form that students will provide with their application. By January 2017 all the processes will be in place to provide guidance to students and PLLC.

The Committee also discussed implications to students who transfer their primary programs, students in undergraduate programs longer than two years, such as Medicine or Dentistry, and the timing of the certificate within a student's primary program.

Motion: Jeffrey/Nagel

THAT the GFC Academic Standards Committee recommend to General Faculties Council the approval of the Embedded Credit Certificate in Interdisciplinary Leadership Studies as submitted by the Faculty of Business and as set forth in Attachment 1 (as amended) to be effective upon approval.

CARRIED

DISCUSSION ITEMS

8. Review of Terms of Reference and Delegated Authority -- GFC Academic Standards Committee

Materials before members are contained in the official meeting file.

Presenter: Nataraj (Nat) Kav, Vice-Provost (Programs) and Chair, GFC Academic Standards Committee

Purpose of the Proposal: To review the GFC Academic Standards Committee's current delegated authority from General Faculties Council to ensure that it remains current and appropriate. To provide recommendations to General Faculties Council on the renewal of, or revisions to, the delegated authority; and any other changes to the terms of reference.

Discussion:

The Committee had a discussion on the current Terms of Reference. Comments were made regarding the composition of the Committee and the rationale for Dean membership. A suggestion was made that this could be revised to reflect the current practice of having Associate Deans or individuals with direct responsibility for academic affairs of the Faculty. The rationale for this would be that these individuals have the knowledge-base and experience to evaluate proposals coming forward.

A Committee member suggested that the Committee should be mindful of proposals which are wide reaching so that they can be reviewed appropriately. It was also noted that it is important to educate the community on the role of the Committee and the work that is done there.

It was agreed that the Terms need to have periodic review. Some concern was expressed that changes should not be made to address a single event, and also that removing all delegation would slow down the process.

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

There were no documents.

Presenter(s): Nataraj (Nat) Kav, Vice-Provost (Programs) and Chair, GFC Academic Standards Committee; Kate Peters, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: For information/discussion.

Discussion:

Ms Peters reported to members that there were no updates from the last meeting. There was no further discussion.

10. Question Period

There was a question about whether there will be a new Calendar change process to reflect the format of the new online Calendar. Ms Brolley confirmed she would be meeting with the Registrar's Office to discuss this and that Faculties should continue to submit as they have been.

INFORMATION REPORTS

11. Items Approved by the GFC Academic Standards Committee by email ballots (non-debatable)

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

13. Adjournment

The Chair adjourned the meeting at 11:00 a.m.