



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, December 14, 2017
2-31 South Academic Building (SAB)
10:00 AM - 12:00 PM

ATTENDEES:

Tammy Hopper, Chair
Radim Barta
Dion Brocks
Deborah Burshtyn
Janice Causgrove Dunn
Faith Davis
Gerda de Vries
Fay Fletcher
Nathalie Kermoal
Bernadette Martin
Karsten Mundel

Rebecca Nagel
Melissa Padfield
Shirley Schipper
Shane Scott
Alexander Wong
non-voting:
Norma Rodenburg

REGRETS:

Jason Carey
Sandra Davidson

Clive Hickson
Scott Jeffrey
Andras Marosi
Paulin Mulatris
Carla Peck
Natalie Sharpe

STAFF:

Meg Brolley, Coordinator
Andrea Patrick, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Mundel/Nagel

THAT the GFC Academic Standards Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of November 16, 2017

Materials before members are contained in the official meeting file.

Motion: Nagel/Brocks

THAT the GFC Academic Standards Committee approve the Minutes of November 16, 2017.

CARRIED

3. Comments from the Chair

The Chair provided members with an update on activities related to the implementation of recommendations of the ad hoc Committee on Academic Governance Including Delegated Authority noting that ASC will be engaged in discussing amendments to its terms of reference in the coming months. She also noted that a working group

had been established to review Section 37 of the GFC Policy Manual (course and minor program changes) and that the group was focusing on underlying principles, looking at the current process, and exploring other processes .

It was noted that General Faculties Council (GFC), at their meeting of November 27, 2107, approved the recommended motion from ASC on the waiver of ELP requirements for the Master of Financial Management (MFM) and the Master of Business Administration (MBA) programs offered in China in Mandarin.

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 (Programs) 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(s): Tammy Hopper, Chair, GFC ASC

Discussion:

There was no discussion.

Secretary's Note: Following the meeting, it was noted that the documentation for this item included reference to a course no longer in existence (HE ED 100). The Motion and Final Document Summary for this meeting includes amended material to reflect the correct course (HE ED 110).

Motion: Padfield/Mundel

4A. Approval of Proposed Transfer Credits for December 2017, Office of the Registrar

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the proposed Approval of Transfer Credit for December 2017, as submitted by the Office of the Registrar, to take effect on final approval.

CARRIED

4B. Proposed Changes to existing Admission requirements for Major in Music and Bachelor of Music, Augustana Faculty

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the proposed Changes to existing Admission requirements for Major in Music and Bachelor of Music, as submitted by the Augustana Faculty, to take effect 2018/19.

CARRIED

4C. Proposed Changes to Existing Regulations regarding Research Project Registration, Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the proposed Changes to Existing Regulations regarding Research Project Registration, as submitted by the Faculty of Graduate Studies and Research, to take effect in 2018/19.

CARRIED

4D. Proposed Changes to Existing Regulations on Progress Requirements, Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the proposed Changes to Existing Regulations on Progress Requirements, as submitted by the Faculty of Graduate Studies and Research, to take effect in 2018/19.

CARRIED

5. Proposal from the Faculty of Arts, Department of Modern Languages and Cultural Studies (MLCS), to suspend admission/transfer to the following Bachelor of Arts programs in MLCS: combined major in French and Spanish; Honors in Romance Languages; Comparative Literature major, Honors in Comparative Literature, Combined Honors in Comparative Literature; French major, Honors in French, Combined Honors in French; German major, Honors in German, Combined Honors in German; Latin American Studies major, Honors in Spanish and Latin American Studies; Scandinavian Studies major, Combined Honors in Scandinavian Studies; Spanish major, Combined Honors in Spanish

Materials before members are contained in the official meeting file.

Presenter(s): Carrie Smith-Prei, Chair, Modern Languages and Cultural Studies (MLCS); Claudia Kost, Associate Chair, Undergraduate Studies, Modern Languages and Cultural Studies

Purpose of the Proposal: To seek approval of the suspension of admission/transfer to majors in the Bachelor of Arts (BA) offered by the Department of MLCS to be activated upon approval of the proposed new major in MLCS.

Discussion:

Dr Smith-Prei reported that this proposal seeks suspension of admission and transfer into the current 8 majors offered by the Department of Modern Languages and Cultural Studies (MLCS). She noted that these programs will be replaced by an umbrella major in MLCS which will consolidate the current offerings to afford students the opportunity to study multiple languages, provide more interdisciplinary opportunities, and increased flexibility for the department.

During the ensuing discussion, members sought clarification around the timing of the two proposals, and the process of consultation with both undergraduate and graduate students. Dr Smith-Prei noted that students had expressed concern about parchments for the new program and that it would be addressed.

Motion: Nagel/Burshtyn

Motion: THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the suspension of admission/transfer to the following programs in the Faculty of Arts:

- Combined major in French and Spanish
- Honors in Romance Languages
- Comparative Literature major, Honors in Comparative Literature, Combined Honors in Comparative Literature
- French major, Honors in French, Combined Honors in French
- German major, Honors in German, Combined Honors in German
- Latin American Studies major, Honors in Spanish and Latin American Studies
- Scandinavian Studies major, Combined Honors in Scandinavian Studies
- Spanish major, Combined Honors in Spanish

as submitted by the Faculty of Arts, and as set forth in Attachments 1-8, to take effect upon implementation of

the new Bachelor of Arts in Modern Languages and Cultural Studies.

CARRIED

6. Proposed changes to Academic Standing Regulations for the Doctor of Pharmacy (PharmD) and Doctor of Pharmacy (PharmD) for Practicing Pharmacists, Faculty of Pharmacy and Pharmaceutical Sciences

Materials before members are contained in the official meeting file.

Presenter(s): Dion Brocks, Associate Dean Academic and Student Services, Faculty of Pharmacy and Pharmaceutical Sciences

Purpose of the Proposal: To provide clarity to the Academic Standing "Promotion and/or Continuation" regulations in the Doctor of Pharmacy (PharmD) for Practicing Pharmacists program.

Discussion:

Dr Brocks noted that this proposal specifies the maximum number of experiential courses that students can fail before being Required to Withdraw.

Members discussed the timing and type of feedback provided to students as well as the appeal process for non-credit courses. There was a discussion on the clarity of the proposed wording.

Motion: Brocks/Mundel

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to academic standing regulations for the Doctor of Pharmacy (PharmD) and Doctor of Pharmacy (PharmD) for Practicing Pharmacists, as submitted by the Faculty of Pharmacy and Pharmaceutical Sciences, and as set for in Attachment 1 and Attachment 2, to take effect Fall 2018.

CARRIED

7. Proposal for the approval and addition of admission/transfer and academic standing regulations to the University of Alberta Calendar that currently resides in the Graduate Program Manual, Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Vice-Dean, Faculty of Graduate Studies and Research

Purpose of the Proposal: To transition policies from the Graduate Program Manual into the University Calendar.

Discussion:

Dr Burshtyn explained that this proposal removes policies from the Graduate Program Manual and places them into the University Calendar in an effort to reduce duplication and to reserve one authoritative source for such information.

Dr Burshtyn proposed a friendly amendment to the documents to specify the Dean referred to was of the Faculty of Graduate Studies and Research.

There was no further discussion.

Motion I: Causgrove Dunn/Mundel

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed Time Limit for Completion of Graduate Programs policy, as submitted by the Faculty of Graduate Studies and Research, and as set forth in Attachment 1. To be effective upon approval, to be published in the 2018-2019 Calendar.

CARRIED

Motion II: Nagel/Padfield

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed Program Extension and Doctoral Program Three-year Progress Extension policy, as submitted by the Faculty of Graduate Studies and Research as set forth in Attachment 2, as amended. To be effective upon approval, to be published in the 2018-2019 Calendar.

CARRIED

Motion III: Barta/Scott

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed Transfer Credit, Course Exemption/Substitution, and Credit by Special Assessment policy, as submitted by the Faculty of Graduate Studies and Research as set forth in Attachment 2. To be effective upon approval, to be published in the 2018-2019 Calendar.

CARRIED

8. Proposed Addition of AP Capstone Diploma to Advanced Placement Courses accepted for advanced standing, Office of the Registrar

Materials before members are contained in the official meeting file.

Presenter(s): Melissa Padfield, Deputy Registrar

Purpose of the Proposal: To add relevant University of Alberta equivalent course credit for the Advanced Placement (AP) Capstone Diploma.

Discussion:

Ms Padfield explained that this proposal grants 3 credits to students who complete the AP Capstone diploma. This new AP option is similar to the International Baccalaureate (IB) Diploma and is being recognized via transfer credit by several other North American institutions.

There was no further discussion.

Motion: Mundel/Scott

THAT the Academic Standards Committee approve, with delegated authority from the General Faculties Council, the proposed change to include the AP Capstone Diploma in the Advanced Placement courses for advanced standing reflected in Admissions Chart 5 within the University Calendar, as set forth in Attachment 2, to take effect upon approval.

CARRIED

DISCUSSION ITEMS

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

There were no documents.

Presenter(s): Kate Peters, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Purpose of the Proposal: To provide an update to the Committee in regards to current proposals being considered by the Provincial Government.

Discussion:

Ms Peters provided an update in regards to programs currently being considered by the Provincial Government:

Recently approved:

- November 3, 2017 the Ministry approved the load change for the Bachelor of Science in Dental Hygiene, Substantive changes approved by [APC November 16, 2016](#); Published in 2017-18 calendar, first intake of students in September 2017.

To be Proposed to Government:

- (New) Éducation à la petite enfance - Niveau II Certificate Program, Centre collegial de l'Alberta, Campus Saint-Jean approved by APC December 13, 2017
- (New) Éducation à la petite enfance-Superviseur Diploma Program, Centre collegial de l'Alberta, Campus Saint-Jean approved by APC December 13, 2017

Currently with AE undergoing System Coordination Review:

- (New) course-based MA in History of Art, Design and Visual Cultural (HADVC), Department of Art and Design approved by APC November 8, 2017
- (New) Health Care Aide (Préposé aux soins de santé (PSS) Certificate Program, Centre collégial de l'Alberta, Campus Saint-Jean approved by APC April 19, 2017

Finished CAQC Quality Review (back with the Ministry):

- (New) Major in Fashion Business Management in the Bachelor of Science approved by APC February 10, 2016

External reviews requested:

- (New) Bachelor of Hospitality and Tourism Management program from Southern Alberta Institute for Technology (SAIT) November 28, 2017

10. Question Period

There were no questions.

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 11:15 a.m.