

The following Motions and Documents were considered by the GFC Academic Standards Committee at its Thursday, November 16, 2017 meeting:

Agenda Title: **Office of the Registrar: Approval of Transfer Credits for November 2017**

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

Item: 4A

Agenda Title: **Faculty of Engineering: Proposed Changes to Existing Regulations for Missed Term and Final Exams**

CARRIED MOTION: THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the Changes to Existing Regulations for Missed Term and Final Exams, as submitted by the Faculty of Engineering, to be published in the 2018-2019 calendar.

Item: 4B

Agenda Title: **Faculty of Graduate Studies and Research: Proposed Changes to Existing Application Deadlines for Medical Sciences MSc and PhD programs offered through the Department of Dentistry**

CARRIED MOTION: THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve Changes to Existing Application Deadlines for Medical Sciences MSc and PhD programs offered through the Department of Dentistry, as submitted by the Faculty of Graduate Studies and Research, to be published in the 2018-2019 calendar.

Item: 4C

Agenda Title: **Faculty of Graduate Studies and Research: Proposed Changes to Existing Application Deadlines, Physical Education and Recreation Graduate Programs**

CARRIED MOTION: THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve Changes to Existing Application Deadlines, Physical Education and Recreation Graduate Programs, as submitted by the Faculty of Graduate Studies and Research, to be published in the 2018-2019 calendar.

Item: 4D

Agenda Title: **Faculty of Law: Proposed Changes to Existing Application Procedures**

CARRIED MOTION: THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve Changes to Existing Application Procedures, as submitted by the Faculty of Law, to be published in the 2018-2019 calendar.

Item: 4E

Agenda Title: **Proposed Changes to Existing Admission and Readmission Regulations, MD Program, Faculty of Medicine and Dentistry**

CARRIED MOTION: THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to the admission and readmission regulations, MD Program, as proposed by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1 as amended, to take effect for Fall 2018.

Item: 5

Agenda Title: **Proposed changes to Admission Requirements, BSc Honors in Nutrition, Faculty of Agricultural, Life and Environmental Sciences**

CARRIED MOTION: THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, changes to existing admission requirements for BSc Honors in Nutrition, as set forth in Attachment 1 and 2, and as proposed by the Faculty of Agricultural, Life and Environmental Sciences to take effect upon publication in the 2018-2019 calendar.

Item: 6

Agenda Title: **Proposed Changes to existing Entrance Requirements for the Master's and PhD programs in Physical Education, Sport and Recreation, as proposed by the Faculty of Graduate Studies and Research**

CARRIED MOTION: THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposal for revisions to existing Entrance Requirements for the Master's and PhD programs in Physical Education and Recreation, as proposed by the Faculty of Graduate Studies and Research as set forth in Attachment 1, to be published in the 2018-2019 Calendar.

Item: 7

Agenda Title: **Proposed Changes to existing Entrance Requirements for Medical Sciences PhD programs in Periodontology and in Orthodontics, and Medical Sciences MSc program in Orthodontics, offered through the Department of Dentistry, Faculty of Graduate Studies and Research**

CARRIED MOTION: THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposal for revisions to existing Entrance Requirements for Medical Sciences MSc programs in Dentistry, Oral Medicine, Orthodontics, and Periodontology, and for Medical Sciences PhD programs in Dentistry, Periodontology and in Orthodontics; offered through the Department of Dentistry, as proposed by the Faculty of Graduate Studies and Research as set forth in Attachment 1 as amended, to be published in the 2018-2019 Calendar

Item: 8

Agenda Title: **Faculté Saint-Jean: Proposed changes to existing Academic Standing Requirement (probation)**

CARRIED MOTION: THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, proposed changes to Existing to Academic Standing Requirement (probation), as proposed by the Faculté Saint-Jean, as set forth in Attachment 1 as amended, to take effect upon approval

Item: 9

Agenda Title: **Proposed Changes to Admission and Academic Regulations, BSc in Radiation Therapy, Faculty of Medicine and Dentistry**

CARRIED MOTION: THAT the GFC Academic Standards Committee approve, with delegated authority, changes to the Admission and Academic Regulations, BSc in Radiation Therapy, as proposed by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect for Fall 2018.

Item: 10

OUTLINE OF ISSUE
Action Item

Agenda Title: **Items Deemed Minor/Editorial to be approved under an Omnibus Motion**

4A. Office of the Registrar: Proposed Approval of Transfer Credit for November 2017

4B. Faculty of Engineering: Proposed Changes to Existing Regulations for Missed Term and Final Exams

4C. Faculty of Graduate Studies and Research: Proposed Changes to Existing Application Deadlines for Medical Sciences MSc and PhD programs offered through the Department of Dentistry

4D. Faculty of Graduate Studies and Research: Proposed Changes to Existing Application Deadlines, Physical Education and Recreation Graduate Programs

4E. Faculty of Law: Proposed Changes to Existing Application Procedures

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Lisa Collins, Vice-Provost and Registrar; Jason Carey, Associate Dean, Faculty of Engineering; Deborah Burshtyn, Vice-Dean, Faculty of Graduate Studies and Research; Faculty of Law
Presenter	Tammy Hopper, Vice-Provost (Programs) and Chair, GFC Academic Standards Committee

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	See individual items for detail on proposed changes submitted by Faculties and the Office of the Registrar.
The Impact of the Proposal is	See individual items for detail on proposed changes submitted by Faculties and the Office of the Registrar.
Replaces/Revises (eg, policies, resolutions)	Various sections of the University Calendar; see individual items for specific affected Calendar sections. Updates the Alberta Transfer Guide.
Timeline/Implementation Date	Item 5A: To take effect upon approval Item 5B: To be included in 2018/19 Calendar Item 5C: To be included in 2018/19 Calendar Item 5D: To be included in 2018/19 Calendar Item 5E: To be included in 2018/19 Calendar
Estimated Cost and funding source	N/A
Next Steps (ie.: Communications Plan, Implementation plans)	N/A
Supplementary Notes and context	The Office of the Provost and Vice-President (Academic) has determined that the proposed changes are editorial in nature. ASC's terms of reference provide that "the term ' routine and/or editorial ' refers to proposals which do not involve or affect other Faculties or units; do not form part of a proposal for a new program; and do not involve alteration of an existing quota or establishment of a new quota. Editorial or routine changes include any and all changes to the wording of an admissions or

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	academic standing policy” (3.A.i).
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Engagement and Routing (Include meeting dates)

Consultative Route (parties who have seen the proposal and in what capacity)	Vice-Provost (Programs) and Chair, GFC Academic Standards Committee; Faculty Councils; Representatives of the Office of the Registrar and the Office of the Provost and Vice-President (Academic)
Approval Route (Governance) (including meeting dates)	GFC Academic Standards Committee – November 16, 2017
Final Approver	GFC Academic Standards Committee

Alignment/Compliance

Alignment with Guiding Documents	<i>For the Public Good</i> , Comprehensive Institutional Plan, Institutional values
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs. Further, the <i>PSLA</i> gives the Board of Governors authority over certain admission requirements and rules respecting enrolment of students to take courses.</p> <p>2. PSLA “29(1) A faculty council may: [...] (c) provide for the admission of students to the faculty, (d) determine the conditions under which a student must withdraw from or may continue the student’s program of studies in the faculty [...] subject to any conditions or restrictions that are imposed by the general faculties council.</p> <p>3. GFC ASC Terms of Reference (Mandate of the Committee) “D. Alberta Transfer Guide i. ASC approves, for inclusion in the Alberta Transfer Guide, courses for transfer credit to the University of Alberta which are offered by non-University institutions in Alberta. Approval will be based upon an assessment of course content and level of instructor qualifications. ii. ASC denies courses for transfer credit to the University of Alberta which are offered by non-University institutions in Alberta. iii. ASC monitors the entries in the Alberta Transfer Guide relevant to the University of Alberta. iv. ASC rescinds, if necessary, the entries in the Alberta Transfer Guide relevant to the University of Alberta.”</p> <p>4. UAPPOL Transfer Credit Articulation Procedure (Overview and Procedure): “The University of Alberta will accept for transfer credit the courses recommended by Faculties and approved by ASC for inclusion in the Alberta Transfer guide, to the extent that the courses fit the degree program that the student wishes to enter. Credit for such courses will be considered in a credit-no credit basis only and will not be included in the University grade point average calculation on the University transcript. Faculties may have other requirements...Transfer credit is assessed on an individual course-by-course basis for by a block transfer agreement.”</p>

5. GFC Academic Standards Committee Terms of Reference (Mandate of the Committee)

“A. Definitions

i. “Routine and/or Editorial

[...]

the term “routine and/or editorial” refers to proposals which do not involve or affect other Faculties or units; do not form part of a proposal for a new program; and which do not involve alteration of an existing quota or establishment of a new quota. Editorial or routine changes include any and all changes to the wording of an admissions or academic standing policy.

[...]

B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, International Baccalaureate (IB), Advanced Placement (AP)

i. All proposals from the Faculties or the Administration related to admission and transfer, to the academic standing of students, to institutional marking and grading policies and/or procedures and to term work policies and procedures are submitted to the Provost and Vice-President (Academic) (or delegate) who chairs the GFC Academic Standards Committee. ASC will consult as necessary with the Faculties and with other individuals and offices in its consideration of these proposals.

ii. ASC acts for GFC in approving routine and/or editorial changes to both admission/transfer policies and academic standing regulations”

3. UAPPOL Admissions Policy: “Admission to the University of Alberta is based on documented academic criteria established by individual Faculties and approved by GFC. This criteria may be defined in areas such as subject requirements, minimum entrance averages, and language proficiency requirements. In addition to academic requirements for admission, GFC authorizes each Faculty to establish such other reasonable criteria for admission of applicants as the Faculty may consider appropriate to its programs of study, subject to the approval of GFC (e.g. interview, audition, portfolio, etc.)

The admission requirements for any Faculty will be those approved by GFC as set forth in the current edition of the *University Calendar*. In addition to the admission requirements, selection criteria for quota programs, where they exist, will also be published in the current edition of the *University Calendar*.

The responsibility for admission decisions will be vested in the Faculty Admission Committees or in the Deans of the respective Faculties, as the councils of such Faculties will determine.”

4. UAPPOL Admissions Procedure:

“PROCEDURE

1. EFFECTIVE DATE OF CHANGES TO ADMISSION REGULATIONS

	<p>Following approval by GFC:</p> <p>a. Where changes to admission regulations may disadvantage students in the current admission cycle, normally implementation will be effective after the change has been published in the <i>University Calendar</i> for one full year (i.e., effective the second year that the information is published in the <i>University Calendar</i>).</p> <p>For example, a change approved in May 2005 would be first published in the 2006-2007 <i>University Calendar</i> in March 2006. Therefore the statement cannot come into effect until September 2007 (affecting applicants who apply for the September 2007 term beginning July 2006).”</p> <p>b. Where changes to admission regulations are deemed by the approving body to be ‘advantageous to students’, normally the date of implementation will be effective immediately or at the next available intake for the admitting Faculty.”</p> <p>5. PSLA: The <i>PSLA</i> gives Faculty Councils the authority to “determine the conditions under which a student must withdraw from or may continue the student’s program of studies in a faculty” (Section 29(1)(d)).</p> <p>6. UAPPOL Academic Standing Policy: “All current academic standing regulations, including academic standing categories, University graduating standards and requirements for all individual programs will be those prescribed by Faculty Councils and GFC as set forth in the <i>University Calendar</i>.”</p> <p>7. UAPPOL Academic Standing Regulations Procedures: “All proposed new academic standing regulations and changes to existing academic standing regulations will be submitted by the Faculties or the Administration to the Provost and Vice-President (Academic). Faculties will also submit to the Provost and Vice-President (Academic) any proposed changes to the use and/or computation of averages relating to academic standing, including promotion and graduation.</p> <p>If the Provost and Vice-President (Academic) determines the proposal to be in good order, the proposal will be introduced to the appropriate University governance process(es). In considering these proposals, governance bodies will consult as necessary with the Faculties and with other individuals and offices.</p> <p>Normally, changes become effective once they are approved by GFC or its delegate and are published in the <i>University Calendar</i>.”</p>
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Attachments

1. Attachment A: Office of the Registrar: Proposed Approval of Transfer Credit for November 2017
2. Attachment B: Faculty of Engineering – Missed Term and Final Exams
3. Attachment C: Faculty of Graduate Studies and Research – Application Deadlines MSc and PhD in Medical Sciences, Department of Dentistry
4. Attachment D: Faculty of Law – Application Procedures

November 2, 2017

UNIVERSITY OF ALBERTA: OFFICE OF THE REGISTRAR
Proposals Recommended for APPROVAL of Transfer Credit at the
Academic Standards Committee Meeting on November 16, 2017

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Sending Institution	Sending Institution Courses/ Programs	UofA Courses/ Programs	Transfer Agreement Footnotes	Comments
AMBROSE UNIVERSITY				
	SO 311 (3)	SOC 335 (3) OR AUSOC 235 (3)		
	SO 303 (3)	SOC 321 (3)		
MASKWACIS CULTURAL COLLEGE				
	Early Childhood Development Diploma	Up to 30 credits toward the BA (Native Studies)/ Bed (Elementary) Five-Year Combined Degrees	Credits are: EDPY 302 (3), EDEL 3XX (3), Social Sciences (3), Fine Arts (3), Physical Education and Health (6). Up to 12 Open Options, depending on student's selected minor.	

Faculty of Engineering

Current	Proposed
<p data-bbox="186 346 435 436">Faculty of Engineering Faculty regulations Academic regulations</p> <p data-bbox="186 472 797 919">11. Missed Term and Final Exams: Refer to Attendance and Evaluation Procedures and Grading System. There are no deferred term exams for courses offered in the Faculty of Engineering. In instances where a student has a documented reason for missing a term exam(s) and at the discretion of the instructor, the value of a missed term exam(s) can be added to the value of the final exam. A missed term exam(s) is considered assigned term work which has not been completed in determining eligibility for a deferred final exam. If the resulting final exam weight exceeds that allowed under Weighting of Term Work and Final Examinations, then any accommodation will be at the discretion of the Dean of Engineering.</p>	<p data-bbox="826 346 1075 436">Faculty of Engineering Faculty regulations Academic regulations</p> <p data-bbox="826 472 1432 919">11. Missed Term and Final Exams: Refer to Attendance and Evaluation Procedures and Grading System. There are no deferred term exams for courses offered in the Faculty of Engineering. In instances where a student has a documented reason for missing a term exam(s) and at the discretion of the instructor, the value of a missed term exam(s) can be added to the value of the final exam. A missed term exam(s) is considered assigned term work which has not been completed in determining eligibility for a deferred final exam. If the resulting final exam weight exceeds that allowed under Weighting of Term Work and Final Examinations, (no more than 70%), then the office of the Dean shall be notified."</p>
<p data-bbox="186 959 1206 982">http://ualberta.catalog.acalog.com/content.php?catoid=6&navoid=857#academic-regulations</p>	

Rational: clarifies the text and aligns with current practices and policies.

2018-2019 University of Alberta Proposed Calendar Graduate Program Changes: changes to existing application deadlines for Medical Sciences MSc and PhD programs offered through the Department of Dentistry, Faculty of Graduate Studies and Research.

CURRENT	PROPOSED
<p>Dentistry [Graduate]</p> <p>[...] The Degree of MSc in Medical Sciences - Dentistry, Dental Hygiene and the Degree of MSc in Medical Sciences - Oral Biology [Graduate]</p> <p>[...] The general description for the MSc program is as presented for all MSc programs in Medical Sciences (see Medical Sciences). This program has an open deadline, applications are accepted for September or January admission.</p> <p>[...] *****</p> <p>The Degree of MSc in Medical Sciences – Oral Medicine [Graduate]</p> <p>General Information [...] Clinical expertise is supplemented by on and off campus rotations to observe and learn other approaches to pain management. (See also Medical Sciences.)</p> <p>*****</p> <p>The Degree of PhD in Medical Sciences – Orthodontics [Graduate]</p> <p>General Information [...] Clinical training will not start until defined research milestones are attained. The time required to complete the PhD will vary according to the previous training of the applicant and the nature of the research undertaken; however, a minimum of five years is considered normal. For the PhD in Medical Sciences—Orthodontics program, applications will be received and reviewed by the Division of Orthodontics Committee after approval by the Graduate Studies Committee (see Medical Sciences).</p>	<p>Dentistry [Graduate]</p> <p>[...] The Degree of MSc in Medical Sciences - Dentistry, <u>in Medical Sciences - Dental Hygiene and in Medical Sciences - Oral Biology</u> [Graduate]</p> <p>General Information [...] The general description for the MSc program is as presented for all MSc programs in Medical Sciences (see Medical Sciences). <u>The application deadlines are May 1 for fall term and July 1 for winter term admission.</u></p> <p>[...] *****</p> <p>The Degree of MSc in Medical Sciences – Oral Medicine [Graduate]</p> <p>General Information [...] Clinical expertise is supplemented by <u>off-service rotations in a variety of medical disciplines.</u> <u>The application deadline is September 1 for the following September admission.</u> (See also Medical Sciences.)</p> <p>*****</p> <p>The Degree of PhD in Medical Sciences – Orthodontics [Graduate]</p> <p>General Information Clinical training will not start until defined research milestones are attained.</p> <p><u>Information about the program may be found at www.ualberta.ca/school-of-dentistry/programs-and-admissions/graduate-studies/msc-orthodontics.</u> <u>The</u></p>

<p>Students enrolled in the PhD in Medical Sciences - Orthodontics will not have the option of transferring to the MSc in Medical Sciences - Orthodontics program. In addition the Department of Dentistry requires a Master's degree or consent of both the Department of Dentistry and the Division of Orthodontics.</p> <p>*****</p> <p>The Degree of PhD in Medical Sciences – Periodontology [Graduate]</p> <p>General Information [...] Information about the program and the online application form may be found at www.ualberta.ca/perio. This program will begin in 2017-2018.</p>	<p><u>application deadline is September 1 for the following September admission.</u> As part of the selection process, selected applicants will be invited to an <u>interview.</u> Students enrolled in the PhD in Medical Sciences – Orthodontics <u>program</u> will not have the option of transferring to the MSc in Medical Sciences – Orthodontics program.</p> <p>*****</p> <p>The Degree of PhD in Medical Sciences – Periodontology [Graduate]</p> <p>General Information [...]Information about the program and the online application form may be found at www.ualberta.ca/perio. <u>The application deadline is September 1 for the following September admission.</u></p>
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Justification: Re-wording more clearly describes the program.

Approved at School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017; School of Dentistry Department Council Meeting, March 6, 2017; Medical Sciences Graduate Program Committee Meeting, April 13, 2017; FoMD Faculty Learning Committee, June 14, 2017

Killam Centre for Advanced Studies
 2-29 Triffo Hall Edmonton AB Canada T6G 2E1
 Tel: 780.492.2816 / Fax: 780.492.0692
 www.gradstudies.ualberta.ca

September 20, 2017

2018-2019 University of Alberta Proposed Calendar Graduate Program Changes: to existing Entrance Requirements for the graduate degree programs in the Faculty of Physical Education and Recreation, Faculty of Graduate Studies and Research

Current	Proposed
Graduate Programs Physical Education and Recreation [Graduate]	Graduate Programs Physical Education and Recreation [Graduate]
General Information [...]	General Information [...]
Students wishing to be considered for scholarships must apply before January. The deadline for applications is March 1 . Normally students are expected to start their program in September.	The deadline for applications is February 1 . Normally students are expected to start their program in September.
Approved by: Faculty of Physical Education and Recreation Graduate Program Committee (GPC), September 14, 2017.	

Faculty of Law

Current	Proposed
<p>Juris Doctor (JD) [...]</p> <p>Application Procedure The application for admission to the JD program is available from the web at www.registrarsoffice.ualberta.ca. The application must be submitted on or before November 1 of the year preceding the year in which admission is sought. All additional supporting documentation must be provided to the Faculty of Law on or before February 1 of the year in which admission is sought (see Admission and Readmission Deadlines). Documentation should be submitted directly to the Faculty of Law at: Admissions Office, Room 128E, Law Centre, University of Alberta, T6G 2H5. All applicants will be notified by letter regarding admission or nonadmission. Successful applicants must confirm their admission and intention to register by submitting a nonrefundable deposit within the time specified in the letter of acceptance. The deposit will be credited toward tuition on registration in September (see Program-specific Deposits on Confirmation of Admission). The Admissions Office will not accept enquiries concerning the status of applications. Applicants are encouraged to check the status of their application on Bear Tracks at https://www.beartracks.ualberta.ca.</p> <p>Application Documentation The following documents are required to complete an application and must be postmarked by the application deadline in Undergraduate Application Deadlines for Admission and Readmission.</p> <ol style="list-style-type: none"> Transcripts: Two official transcripts of all postsecondary education are required. These transcripts must be complete and indicate any degree received. All transcripts must bear the seal of the issuing institution and the original signature of the issuing officer. Photocopies and transcripts without these marks of validity will not be accepted. Supplemental Admission Form: A Law School Supplemental Admissions Form must be completed and returned by all applicants. 	<p>Juris Doctor (JD) [...]</p> <p>Application Procedure The application for admission to the JD program is available from the web at www.registrarsoffice.ualberta.ca. The application must be submitted on or before November 1 of the year preceding the year in which admission is sought. All additional supporting documentation must be provided to the Faculty of Law on or before February 1 of the year in which admission is sought (see Admission and Readmission Deadlines). Documentation should be submitted directly to the Faculty of Law at: Admissions Office, Room 128E, Law Centre, University of Alberta, T6G 2H5. All applicants will be notified by email regarding admission or nonadmission. Successful applicants must confirm their admission and intention to register by submitting two nonrefundable deposits within the time specified in the letter of acceptance. The deposits will be credited toward tuition on registration in September (see Program-specific Deposits on Confirmation of Admission). The Admissions Office will not accept enquiries concerning the status of applications. Applicants are encouraged to check the status of their application on Bear Tracks at https://www.beartracks.ualberta.ca.</p> <p>Application Documentation The following documents are required to complete an application and must be postmarked by the application deadline in Undergraduate Application Deadlines for Admission and Readmission.</p> <ol style="list-style-type: none"> Transcripts: Two official transcripts of all postsecondary education are required. These transcripts must be complete and indicate any degree received. All transcripts must bear the seal of the issuing institution and the original signature of the issuing officer. Photocopies and transcripts without these marks of validity will not be accepted. Personal Statement: A Personal Statement must be submitted by all applicants. <p>Note: for information about content and</p>

<p>Note: to access this form in PDF format, see the Faculty of Law website www.law.ualberta.ca.</p> <p>3. LSAT: The December test date is the last LSAT that can be written by applicants seeking admission in the following September (see Law School Admission Test). The Admissions Office will obtain LSAT scores directly from Law Services for all applicants who have active files with Law Services in Newtown, Pennsylvania.</p> <p>Note: For information regarding the combined MBA/JD program, see The MBA/JD Combined Program.</p> <p>4. A personal statement, resume, and two letters of reference are required for each Mature or Aboriginal Applicant.</p> <p>[...]</p>	<p>Note: the submission of this statement, see the Faculty of Law website www.law.ualberta.ca.</p> <p>3. LSAT: The January test date is the last LSAT that can be written by applicants seeking admission in the following September (see Law School Admission Test). The Admissions Office will obtain LSAT scores directly from the Law School Admissions Council (LSAC) for all applicants who have active files with LSAC in Newtown, Pennsylvania.</p> <p>Note: For information regarding the combined MBA/JD program, see The MBA/JD Combined Program.</p> <p>4. A personal statement, resume, and two letters of reference are required for each Special Applicant.</p> <p>[...]</p>
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Note: On February 11, 2015, the GFC Academic Planning Committee approved a \$1000 nonrefundable tuition deposit for the JD program to be paid in two installments of \$500 each.

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposed Changes to Existing Admission and Readmission Regulations, MD Program, Faculty of Medicine and Dentistry**

Motion: THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to the admission and readmission regulations, MD Program, as proposed by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1 as amended, to take effect for Fall 2018.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Shirley Schipper, Vice-Dean Education, Faculty of Medicine and Dentistry
Presenter	Shirley Schipper, Vice-Dean Education, Faculty of Medicine and Dentistry Sita Gourishankar, Assistant Dean, Admissions

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	<p>The purpose of this proposal is to align calendar wording with current MD Program admission requirements, as well as to ensure the formatting of the admission section is simple to navigate.</p> <p>The proposal will provide additional clarity around the academic and non-academic admission requirements for the MD Program. In 2016 the ASC approved changes to MD Program admission to require a baccalaureate degree for entry, and many of the wording updates in this proposal will align with this previously approved Calendar change.</p> <p>The addition of an item within both the academic and non-academic requirements section termed ‘additional assessments’ is meant to allow the program to introduce additional tools to enhance the screening of applicants by use of various non-cognitive assessment tools, as well as allow the admissions committee the option to utilize different assessment tools during each admission cycle.</p> <p>Amendment of the term ‘sex’ to ‘gender’ to ensure the use of inclusive language.</p> <p>Update contact role for Aboriginal Applicants from previous “Coordinator, Aboriginal Health Care Careers” to “Administrator, Indigenous Health Initiatives Program”</p>
The Impact of the Proposal is	The impact of this proposal will be that the wording in the MD Program admission section will be updated to provide a clearer outline for prospective applicants.
Replaces/Revises (eg, policies,	Revises the existing MD Program admission section of the University

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resolutions)	Calendar.
Timeline/Implementation Date	Published in 2018-19 calendar
Estimated Cost and funding source	No additional cost
Next Steps (ie.: Communications Plan, Implementation plans)	
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

<p>Participation: (parties who have seen the proposal and in what capacity)</p> <p><For further information see the link posted on the Governance Toolkit section Student Participation Protocol></p>	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> MD Program Curriculum and Program Committee
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> Faculty of Medicine & Dentistry Faculty Council, October 18, 2017 Faculty Learning Committee – reviewed and approved – Sept 29, 2017 Office of the Registrar, Calendar Production – consulted/informed
	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> Dr. Sita Gourishankar, Assistant Dean, Admissions, MD Program MD Program Admissions Committee
Approval Route (Governance) (including meeting dates)	GFC ASC Subcommittee on Standards – November 2, 2017 GFC Academic Standards Committee – November 16, 2017
Final Approver	GFC Academic Standards Committee

Alignment/Compliance

Alignment with Guiding Documents	<p><i>For the Public Good</i></p> <p>GOAL: SUSTAIN our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all Albertans.</p> <p>Objective 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs. Further, the PSLA gives the Board of Governors authority over certain admission requirements and rules respecting enrolment. The Board has delegated its authority over admissions requirements and rules respecting enrolment to GFC and GFC ASC. (Sections 26(1), 60(1)(c) and (d)).</p> <p>2. GFC Academic Standards Committee Terms of Reference (3. Mandate) “B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, International Baccalaureate (IB), Advanced</p>

Placement (AP)

i. All proposals from the from the Faculties or the Administration related to admission and transfer, to the academic standing of students, to institutional marking and grading policies and/or procedures and to term work policies and procedures are submitted to the Provost and Vice-President (Academic) (or delegate) who chairs the GFC Academic Standards Committee. ASC will consult as necessary with the Faculties and with other individuals and offices in its consideration of these proposals.”

3. PSLA: The PSLA gives Faculty Councils power to “provide for the admission of students to the faculty” (29(1)(c)).

4. UAPPOL Admissions Policy:

“Admission to the University of Alberta is based on documented academic criteria established by individual Faculties and approved by GFC. This criteria may be defined in areas such as subject requirements, minimum entrance averages, and language proficiency requirements. In addition to academic requirements for admission, GFC authorizes each Faculty to establish such other reasonable criteria for admission of applicants as the Faculty may consider appropriate to its programs of study, subject to the approval of GFC (e.g. interview, audition, portfolio, etc.).

The admission requirements for any Faculty will be those approved by GFC as set forth in the current edition of the University Calendar. In addition to the admission requirements, selection criteria for quota programs, where they exist, will also be published in the current edition of the University Calendar. The responsibility for admission decisions will be vested in the Faculty Admission Committees or in the Deans of the respective Faculties, as the councils of such Faculties will determine.”

5. UAPPOL Admissions Procedure:

“PROCEDURE

1. EFFECTIVE DATE OF CHANGES TO ADMISSION REGULATIONS
Following approval by GFC:

a. Where changes to admission regulations may disadvantage students in the current admission cycle, normally implementation will be effective after the change has been published in the University Calendar for one full year (i.e., effective the second year that the information is published in the University Calendar). For example, a change approved in May 2005 would be first published in the 2006-2007 University Calendar in March 2006. Therefore the statement cannot come into effect until September 2007 (affecting applicants who apply for the September 2007 term beginning July 2006).

b. Where changes to admission regulations are deemed by the approving body to be ‘advantageous to students’, normally the date of implementation will be effective immediately or at the next available intake for the admitting Faculty.”

6. PSLA: The PSLA gives Faculty Councils the authority to “determine the conditions under which a student must withdraw from or may

	<p>continue the student's program of studies in a faculty" (Section 29(1)(d)).</p> <p>7. UAPPOL Academic Standing Policy: "All current academic standing regulations, including academic standing categories, University graduating standards and requirements for all individual programs will be those prescribed by Faculty Councils and GFC as set forth in the University Calendar."</p> <p>8. UAPPOL Academic Standing Regulations Procedures: "All proposed new academic standing regulations and changes to existing academic standing regulations will be submitted by the Faculties or the Administration to the Provost and Vice-President (Academic). Faculties will also submit to the Provost and Vice-President (Academic) any proposed changes to the use and/or computation of averages relating to academic standing, including promotion and graduation.</p> <p>If the Provost and Vice-President (Academic) determines the proposal to be in good order, the proposal will be introduced to the appropriate University governance process(es). In considering these proposals, governance bodies will consult as necessary with the Faculties and with other individuals and offices.</p> <p>Normally, changes become effective once they are approved by GFC or its delegate and are published in the University Calendar."</p>
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Attachments (each to be numbered 1 - 9)

1. Attachment 1 (6 pages) Proposed changes – MD Program

Prepared by: Jocelyn Plemel, Executive Assistant to the Vice-Dean, Education, jplemel@ualberta.ca

Faculty of Medicine & Dentistry

Proposed University Calendar Changes for 2018/2019

CURRENT	PROPOSED
Undergraduate Admission/Admission Requirements by Faculty/FoMD/Doctor of Medicine (MD)	
<p>Doctor of Medicine (MD)</p> <p>Application for Admission and Application for Readmission</p> <p>Only electronic applications are accepted. To access the online application for the University of Alberta go to www.admissions.ualberta.ca.</p> <p>The Faculty of Medicine and Dentistry offers a four-year program leading to the degree of Doctor of Medicine. Although applicants differ in terms of academic talents and interests, common factors exist relating to the admissions procedure that those contemplating application should be familiar with. Because the number of applicants greatly exceeds the number of places available, a careful selection process is carried out as described below.</p> <p>Applicants should be aware of the total length of time required to obtain a medical degree and following this a licence to practise—the usual time is a minimum of two years of pre-medical (normally four years pre-medical); four years of medical studies, at which point the MD degree is awarded; and then a minimum of two years of internship before licensure in Alberta.</p> <p>I. Quotas</p> <p>A quota exists in Medicine. 85% of the positions are reserved for Alberta residents and 15% of the positions are for Non-Alberta residents.</p> <p>Positions within quota may be available for qualified Aboriginal applicants (see III) and qualified applicants from Rural community (see IV).</p>	<p>Doctor of Medicine (MD)</p> <p>Application for Admission and Application for Readmission</p> <p>Only electronic applications are accepted. To access the online application for the University of Alberta go to www.admissions.ualberta.ca.</p> <p>The Faculty of Medicine and Dentistry offers a four-year program leading to the degree of Doctor of Medicine. As the number of applicants greatly exceeds the number of positions available in the program, a careful selection process is carried out, as described below.</p> <p>Applicants should be aware of the total length of time required to obtain a medical degree and following this a licence to practice. The usual time is normally three or four years to complete a baccalaureate degree; four years of medical studies, at which point the MD degree is awarded; and then a minimum of two years of residency before full licensure in Alberta.</p> <p>I. Quotas</p> <p>A quota exists in Medicine. 85% of the positions are reserved for Alberta residents and 15% of the positions are for Non-Alberta residents.</p> <p>Quota positions are available for qualified Aboriginal applicants (see section V) and qualified applicants from Rural communities (see section VI).</p>

II. Academic Requirements

Students are required to obtain a baccalaureate degree prior to admission.

Notes

1. To be considered for admission, students must normally have achieved a GPA 3.3 for Alberta residents, 3.5 for Non-Alberta residents. As many full terms as required will be included in the calculation of the CGPA to reach the total of at least ★60. ★30 must be taken during one academic year (Sept-April).

Please note transcript deadlines in [Undergraduate Application Procedures](#).

2. **Medical College Admission Test (MCAT):** All applicants must take the MCAT. The MCAT is electronic and there are several writings throughout the year. Please refer to the MCAT website for information on test dates and locations. All information and registration is through the MCAT office at www.aamc.org/mcat. Students must release their MCAT scores through the electronic THx system through the AAMC's website by the application deadline in [Undergraduate Application Procedures](#). If an applicant has written the MCAT more than once, MCAT scores from the most successful sitting will be considered by the Faculty. The MCAT must have been written within the last five years prior to application deadline in [Undergraduate Application Procedures](#). The Faculty will not accept the MCAT written in the spring of the year of admission. All applicants must write the MCAT before making application to the program.

3. **Interview and Letters of**

II. Academic Requirements

1. Students are required to obtain a baccalaureate degree, from a program recognized by the University of Alberta, prior to admission.
2. To be considered for admission, students must have achieved a minimum cumulative GPA (cGPA) of 3.3 for Alberta residents or 3.5 for Non-Alberta residents and a minimum of ★60 transferable. At least one academic year (Sept-April or comparable) must be ★30.

Please note transcript deadlines in [Undergraduate Application Procedures](#).

3. **Medical College Admission Test (MCAT):** All applicants must take the MCAT. The MCAT is electronic and there are several writings throughout the year. Please refer to the MCAT website for information on test dates and locations. All information and registration is through the MCAT office at www.aamc.org/mcat. Students must release their MCAT scores through the electronic THx system on the AAMC's website by the application deadline listed in [Undergraduate Application Procedures](#). If an applicant has written the MCAT more than once, MCAT scores from the most successful sitting will be considered by the Faculty. The MCAT must have been written within the last five years prior to application deadline in [Undergraduate Application Procedures](#). All applicants must write the MCAT prior to submitting an application to the program.

Reference: Qualified applicants must present themselves for a personal interview. Closed letters of reference are required. Failure to provide these by the deadline in [Undergraduate Application Procedures](#) may result in closure of the applicant's file.

4. **Spoken English Requirement:** Applicants must meet a spoken English requirement (see [Spoken English Requirement](#)).

5. **Personal Requirements:** While admission to the MD program is based mainly on academic performance, lack of essential personal qualities in an applicant may be deemed sufficient cause for refusal of admission. There is no discrimination with respect to the applicant's sex or age in the selection process.

6. **Selection Factors:** Selection of students for admission to the MD program follows guidelines established by the Board of Governors of the University of Alberta, General Faculties Council, and the Faculty Council of the Faculty of Medicine. Selection is the responsibility of the MD Admissions Committee.

Selection factors will consist of the following:

a. Overall GPA (achieved on all transferable postsecondary work including, at least one

III. Non-Academic Requirements

1. **Letters of Reference:** Closed letters of reference are required. Failure to provide these by the deadline in [Undergraduate Application Procedures](#) may result in closure of the applicant's file.

2. **Interview:** Qualified applicants must present themselves for a personal interview.

3. **Spoken English Requirement:** Applicants must meet a spoken English requirement (see [Spoken English Requirement](#)).

4. **Personal Requirements:** Admission to the MD Program is based on academic performance as well as non-academic experiences and personal qualities. There is no discrimination with respect to the applicant's gender or age in the selection process.

5. **Additional Assessments:** After the application deadline closes, applicants who successfully submitted their Secondary Medicine Application and met the minimum requirements may be required to do additional assessments as determined by the Admissions Committee. Such assessments may include:

a. Situational Judgement Test (SJT).

IV. Selection and Admission

Selection of students for admission to the MD Program follows guidelines established by the Board of Governors of the University of Alberta, General Faculties Council, and the Faculty Council of the Faculty of Medicine and Dentistry. Selection is the responsibility of the MD Admissions Committee.

1. Selection factors will include but are not

Fall/Winter of 30 credits);

- b. MCAT score;
- c. Interview score;
- d. Letters of reference;
- e. Personal activities;

For applicants who have completed three or more years of postsecondary transferable coursework, the admissions GPA (overall GPA) is calculated with the deletion of the lowest year GPA, provided it is not the most recent year, or the one and only year where ★30 (5 full course equivalents) have been completed.

An admission decision is normally valid only for the Fall/Winter term for which it is approved.

7. **Police Information Checks:** Applicants should be aware that a clear Police Information Check (PIC) is required as a condition of admission and that any criminal charges pending must be declared.

Under the *Protection for Persons in Care Act*, all students going to any clinical placement or rotation in Alberta are required to complete a Police Information Check (also known as a Criminal Record Check, Security Clearance Check, or Police Clearance), which must include a Vulnerable Sector Check. The clinical practice site will determine the criteria for acceptance/denial of a placement. Students are responsible for having a criminal record check completed upon receiving conditional admission to the Faculty.

Students who have concerns related to their ability to provide a clear Police Information Check should consult with the Faculty. The ultimate responsibility for ensuring that students meet the requirements of clinical agencies lies with the students. Other background checks may be required by a clinical agency, such

limited to:

- a. Cumulative GPA;
- b. MCAT score;
- c. Interview score;
- d. Letters of reference;
- e. Personal activities;
- f. Additional assessments as determined by the Admissions Committee.

An admission decision is valid only for the Fall/Winter term for which the applicant applied.

2. **Police Information Checks:** Applicants should be aware that a clear Police Information Check (PIC) is required as a condition of admission and that any criminal charges pending must be declared.

Under the *Protection for Persons in Care Act*, all students going to any clinical placement or rotation in Alberta are required to complete a Police Information Check (also known as a Criminal Record Check, Security Clearance Check, or Police Clearance), which must include a Vulnerable Sector Check. The clinical practice site will determine the criteria for acceptance/denial of a placement. Students are responsible for having a criminal record check completed upon receiving conditional admission to the

as a child intervention record check. Students will be advised if any additional background checks are required by a clinical agency. See [Requirement for Police Information Checks](#) for more information on the general requirements concerning Police Information Checks and the fees associated with them.

- 8. Deposit:** Applicants are advised of the decision of the Admissions Committee in the Spring. Upon notification of admission, successful applicants, on accepting a place in the first-year class, must confirm their admission and intention to register by submitting a nonrefundable tuition deposit within the time specified in the offer of admission, payable to the University of Alberta. This deposit will be credited toward payment of tuition upon completion of registration. Should a candidate withdraw after accepting a position or not meet specified conditions within the time allowed as stated in the offer of admission, this deposit is forfeited. (See [Program-specific Deposits on Confirmation of Admission](#)).

- 9.** Students admitted to the MD program must present all required documentation to the Faculty office before orientation. Documentation includes photos and the College of Physicians and Surgeons form.

Aboriginal Applicants

The Faculty of Medicine and Dentistry may provide up to five positions within quota for the MD program to qualified Aboriginal applicants over and above Aboriginal applicants who were admitted in the regular process. Candidates will be subject to normal minimum admission requirements as outlined in [Doctor of Medicine \(MD\)](#) and to approval by the Faculty of Medicine and Dentistry Admissions Committee. For more information, contact the Faculty of Medicine and Dentistry Undergraduate Admissions Office.

Students who are of Aboriginal ancestry within

Faculty.

Students who have concerns related to their ability to provide a clear Police Information Check should consult with the Faculty. The ultimate responsibility for ensuring that students meet the requirements of clinical agencies lies with the students. Other background checks may be required by a clinical agency, such as a child intervention record check. Students will be advised if any additional background checks are required by a clinical agency. See [Requirement for Police Information Checks](#) for more information on the general requirements concerning Police Information Checks and the fees associated with them.

- 3. Deposit:** Upon notification of acceptance, applicants will be required to confirm their admission and intention to register by submitting a nonrefundable tuition deposit within the time specified in the letter of acceptance. The deposit will be credited toward payment of tuition upon completion of registration. (See [Program-specific Deposits on Confirmation of Admission](#)).

V. Aboriginal Applicants

The Faculty of Medicine and Dentistry provide up to five positions within quota for the MD program to qualified Aboriginal applicants over and above Aboriginal applicants who were admitted in the regular process. Candidates will meet minimum admission requirements as outlined in [Doctor of Medicine \(MD\)](#) and the

<p>the meaning of the Constitution Act, 1982, Section 35(2) will be considered in this category.</p> <p>Aboriginal student applicants and prospective pre-medical students should contact the Coordinator, Aboriginal Health Care Careers, Faculty of Medicine and Dentistry for individual counseling and career planning. See also Admission of Aboriginal Applicants.</p> <p>Rural Applicants The Faculty of Medicine and Dentistry may provide up to ten positions within quota for the MD program to qualified Rural applicants over and above the Rural applicants who were admitted in the regular process. Candidates will be subject to normal minimum admission requirements as outlined in Doctor of Medicine (MD) and to approval by the Faculty of Medicine and Dentistry Admissions Committee.</p>	<p>approval by the Faculty of Medicine and Dentistry Admissions Committee. For more information, contact the Faculty of Medicine and Dentistry Undergraduate Admissions Office.</p> <p>Students who are of Aboriginal identity within the meaning of the Constitution Act, 1982, Section 35(2) will be considered in this category.</p> <p>Aboriginal student applicants and prospective pre-medical students should contact the Administrator, Indigenous Health Initiatives Program, Faculty of Medicine and Dentistry for individual counseling and career planning. See also Admission of Aboriginal Applicants.</p> <p>VI. Rural Applicants The Faculty of Medicine and Dentistry provide up to ten positions within quota for the MD program to qualified Rural applicants over and above the Rural applicants who were admitted in the regular process. Candidates will meet minimum admission requirements as outlined in Doctor of Medicine (MD) and the approval by the Faculty of Medicine and Dentistry Admissions Committee.</p>
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Rationale:

Ensuring calendar aligns with current admission requirements.

The wording Additional Assessments is to allow for the introduction of additional tools to enhance the screening of applicants by using different non-cognitive assessment tools, and to allow the admissions committee the option to utilize different assessment tools in each cycle to minimize practice/preparation effect.

Approved By FoMD Faculty Learning Committee – Sept 29, 2017

Approved by FoMD Faculty Council Committee – October 18, 2017

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposed Changes to Existing Admission Requirements for the BSc Honors in Nutrition, Faculty of Agricultural, Life and Environmental Sciences (ALES)**

Motion: THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, changes to existing admission requirements for BSc Honors in Nutrition, as set forth in Attachment 1 and 2, and as proposed by the Faculty of Agricultural, Life and Environmental Sciences to take effect upon publication in the 2018-2019 calendar.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Scott Jeffrey, Associate Dean, Faculty of Agricultural, Life and Environmental Sciences
Presenter	Scott Jeffrey, Associate Dean, Faculty of Agricultural, Life and Environmental Sciences

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	The NU FS Honors in Nutrition program is seeking an admission recognition process in order to i) advise students on the program and their potential suitability or 'fit' for a research-centered program, and ii) monitor potential student enrollments to plan and ensure capacity to supervise research projects within the Division Human Nutrition, AFNS.
The Impact of the Proposal is	The new admission process will allow the Honors Advisor to ensure that capacity of the Honors Program is properly managed.
Replaces/Revises (eg, policies, resolutions)	
Timeline/Implementation Date	Requirement of the Letter of Intent will be published in the 2018-19 Calendar with a document deadline of March 15, 2019.
Estimated Cost and funding source	N/A
Next Steps (ie.: Communications Plan, Implementation plans)	The ALES Undergraduate Student Services will refer potential applicants to the Honors in Nutrition Student Advisor in Division Human Nutrition. The NU FS website will be updated to reflect these requirements and will provide information to students for completing a letter of intent, along with other admission information.
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)	<u><i>Those who have been informed:</i></u> •
<For further information see the link posted on	<u><i>Those who have been consulted:</i></u> • Human Nutrition Division; Department of Agricultural, Food and Nutritional Science

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the Governance Toolkit section Student Participation Protocol >	<i>Those who are actively participating:</i> <ul style="list-style-type: none"> • Nutrition and Food Science (NU FS) Program Committee • ALES Academic Coordinating Committee, March 22, 2017 • ALES Faculty Council, April 10, 2017
Approval Route (Governance) (including meeting dates)	GFC ASC Subcommittee on Standards – November 2, 2017 GFC Academic Standards Committee – November 16, 2017
Final Approver	GFC Academic Standards Committee

Alignment/Compliance

Alignment with Guiding Documents	<p>For the Public Good GOAL: SUSTAIN our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all.</p> <p>Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs. Further, the PSLA gives the Board of Governors authority over certain admission requirements and rules respecting enrolment. The Board has delegated its authority over admissions requirements and rules respecting enrolment to GFC and the GFC ASC. (Sections 26(1), 60(1)(c) and (d))</p> <p>2. PSLA: The PSLA gives Faculty Councils power to “provide for the admission of students to the faculty” (29(1)(c)).</p> <p>3. UAPPOL Admissions Policy: “Admission to the University of Alberta is based on documented academic criteria established by individual Faculties and approved by GFC. These criteria may be defined in areas such as subject requirements, minimum entrance averages, and language proficiency requirements. In addition to academic requirements for admission, GFC authorizes each Faculty to establish such other reasonable criteria for admission of applicants as the Faculty may consider appropriate to its programs of study, subject to the approval of GFC (e.g. interview, audition, portfolio, etc.) The admission requirements for any Faculty will be those approved by GFC as set forth in the current edition of the <i>University Calendar</i>. In addition to the admission requirements, selection criteria for quota programs, where they exist, will also be published in the current edition of the <i>University Calendar</i>. The responsibility for admission decisions will be vested in the Faculty Admission Committees or in the Deans of the respective Faculties, as the councils of such Faculties will determine.”</p> <p>4. UAPPOL Admissions Procedure: “PROCEDURE</p> <p>1. EFFECTIVE DATE OF CHANGES TO ADMISSION REGULATIONS Following approval by GFC: a. Where changes to admission regulations may disadvantage students in the current admission cycle, normally implementation will be effective after the change has been published in the <i>University Calendar</i> for one full year (i.e., effective the second year that the information is published in the <i>University Calendar</i>). For example, a change approved in May 2005 would be first published in the 2006-2007 <i>University Calendar</i> in March 2006. Therefore the statement</p>

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	<p>cannot come into effect until September 2007 (affecting applicants who apply for the September 2007 term beginning July 2006).”</p> <p>5. GFC Academic Standards Committee (ASC) Terms of Reference (Mandate): The Office of the Provost and Vice- President (Academic) has determined that the proposed changes are editorial in nature.</p> <p>“A. Definitions</p> <p>i. In the responsibilities which follow, the term ‘routine and/or editorial’ refers to proposals which do not involve or affect other Faculties or units; do not form part of a proposal for a new program; and do not involve alteration of an existing quota or establishment of a new quota. Editorial or routine changes include any and all changes to the wording of an admissions or academic standing policy”.</p> <p>“B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, International Baccalaureate (IB), Advanced Placement (AP) [...]</p> <p>ii. ASC acts for GFC in approving routine and/or editorial changes to both admissions/transfer policies and academic standing regulations”</p>
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Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page(s) 1 – Proposed Calendar Entry
2. Attachment 2 (page(s) 1 – ALES Undergraduate Application Deadlines for Admission and Readmission Table

Prepared by: Francine Hodder, Course Management Team Lead, ALES, fhodder@ualberta.ca

**Faculty of Agricultural, Life & Environmental Science
2018/19 Calendar Changes**

Current Calendar Entry	Proposed Calendar Entry
<p>Undergraduate Admission Faculty of Agricultural, Life and Environmental Sciences</p> <p>No changes until ...</p> <p>BSc Honors in Nutrition</p> <p>Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 3.0, calculated on the most recent Fall/Winter Terms. Students may prepare for the BSc Honors in Nutrition by completing their first year in the BSc Nutrition and Food Science General Program or in another Faculty or postsecondary institution. Recommended courses for transfer include NUTR 100, NU FS 100, BIOL 107, CHEM 101, CHEM 102, (CHEM 164 or CHEM 261), ★6 ENGL (which may include ★3 in WRS), STAT 151, and ★3 free elective.</p> <p>Students cannot apply to the Honors program if they have completed more than ★90 of the requirements for the BSc Nutrition and Food Science General Program.</p>	<p>Undergraduate Admission Faculty of Agricultural, Life and Environmental Sciences</p> <p>No changes until ...</p> <p>BSc Honors in Nutrition</p> <p>Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 3.0, calculated on the most recent Fall/Winter Terms. Students may prepare for the BSc Honors in Nutrition by completing their first year in the BSc Nutrition and Food Science General Program or in another Faculty or postsecondary institution. Recommended courses for transfer include NUTR 100, NU FS 100, BIOL 107, CHEM 101, CHEM 102, (CHEM 164 or CHEM 261), ★6 ENGL (which may include ★3 in WRS), STAT 151, and ★3 free elective.</p> <p>Students cannot apply to the Honors program if they have completed more than ★90 of the requirements for the BSc Nutrition and Food Science General Program.</p> <p>Other Requirements: <u>Letter of Intent: Applicants must submit a letter with their application for admission stating their career goals, knowledge and experience related to research, and reasons for seeking admission to the Honors in Nutrition program. Further details regarding the Letter of Intent and contact information for the Honors in Nutrition Student Advisor are available on the Faculty of Agricultural, Life and Environmental Sciences website at: www.ales.ualberta.ca.</u></p>
<p>Proposed by: D. Vine, Chair NUFS Program Committee, S. Proctor, Nutrition Division Director and C. Field, AFNS</p> <p>Rationale: The NUFS Honors in Nutrition program is seeking an admission recognition process in order to i) advise students on the program and their potential suitability or ‘fit’ for a research-centered program, and ii) monitor potential student enrollments to plan and ensure capacity to supervise research projects within the Division Human Nutrition, AFNS.</p> <p>The ALES Undergraduate Student Services will refer potential applicants to the Honors in Nutrition Student Advisor in Division Human Nutrition. The NU FS website will be updated to reflect these requirements and will provide information to students for completing a letter of intent, along with other admission information.</p>	

**Faculty of Agricultural, Life and Environmental Sciences
Calendar Change Request Form
For Implementation in 2018-19**

Undergraduate Application Deadlines for Admission and Readmission

[Admission and Readmission Deadlines / Agricultural, Life and Environmental Sciences](#)

CURRENT						PROPOSED					
Admission		Readmission		Other Requirements		Admission		Readmission		Other Requirements	
Application	Documents	Application	Documents			Application	Documents	Application	Documents		
All Undergraduate degree programs (with the exception of the Dietetics Specialization)						All Undergraduate degree programs (with the exception of the Dietetics Specialization)					
Fall Term	March 1	Postsecondary transfer applicant – March 15 (See Note 1) June 15 (See Note 2)	March 1	March 15 (See Note 1) June 15 (See Note 2)		Fall Term	March 1	Postsecondary transfer applicant – March 15 (See Note 1) June 15 (See Note 2)	March 1	March 15 (See Note 1) June 15 (See Note 2)	For the BSc Honors in Nutrition: Letter of Intent due March 15 (see BSc Honors in Nutrition)
Winter Term	No admission		November 15	November 15 (Refer to Admission and Readmission Documents)		Winter Term	No admission		November 15	November 15 (Refer to Admission and Readmission Documents)	
Spring/Summer	No admission		Previous Students – March 1	March 31		Spring/Summer	No admission		Previous Students – March 1	March 31	
Notes						Notes					
1. All previously completed course work and course registration of current year. 2. Final results of current year.						1. All previously completed course work and course registration of current year. 2. Final results of current year.					
Dietetics Specialization						Dietetics Specialization					
Fall Term	December 15	February 1	December 15	February 1	Letter of Intent, References and Interim transcripts – February 1 (see Dietetics Specialization)	Fall Term	December 15	February 1	December 15	February 1	Letter of Intent, References and Interim transcripts – February 1 (see Dietetics Specialization)
Special/Visiting						Special/Visiting					
Fall Term	July 1	July 15	July 1	July 15	For Special Students: List of planned courses and a brief statement of intent – July 15 (see Special Students)	Fall Term	July 1	July 15	July 1	July 15	For Special Students: List of planned courses and a brief statement of intent – July 15 (see Special Students)
Winter Term	November 15	November 15	November 15	November 15	For Special Students: List of	Winter Term	November 15	November 15	November 15	November 15	For Special Students: List of

					planned courses and a brief statement of intent – November 15 (see Special Students)						planned courses and a brief statement of intent – November 15 (see Special Students)
Spring/ Summer	March 1	March 31	March 1	March 31	For Special Students: List of planned courses and a brief statement of intent – March 31 (see Special Students)	Spring/ Summer	March 1	March 31	March 1	March 31	For Special Students: List of planned courses and a brief statement of intent – March 31 (see Special Students)

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposed Changes to existing Entrance Requirements for the Master’s and PhD programs in Physical Education, Sport, and Recreation, as proposed by the Faculty of Graduate Studies and Research**

Motion: THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposal for revisions to the existing Entrance Requirements for the Master’s and PhD programs in Physical Education and Recreation, as proposed by the Faculty of Graduate Studies and Research as set forth in Attachment 1, to be published in the 2018-2019 Calendar.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Heather Zwicker, Dean, Faculty of Graduate Studies and Research Kerry Mummery, Dean, Faculty of Physical Education and Recreation
Presenter	Debby Burshtyn, Vice Dean, Faculty of Graduate Studies and Research Normand Boule, Associate Dean, Graduate, Faculty of Physical Education and Recreation

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	The minimum GPA of 3.0 was changed from "60" credits to the "most recent two years of full time study (or equivalent)" to be consistent with FGSR. The minimum TOEFL score was changed from 600 to 550 to be consistent with FGSR. When the types of bachelor degrees are described that we consider for admission at the master’s level, we now use more general degree names instead of the specific names of the undergrad degrees offered by our faculty.
The Impact of the Proposal is	This will make it easier for applicants who are not from the UofA to see if their degrees are relevant (and may prevent lots of questions to our staff.
Replaces/Revises (eg, policies, resolutions)	Current admission requirements for the Master’s and PhD programs in in Physical Education, Sport and Recreation as found in the current 2017-2018 Calendar.
Timeline/Implementation Date	To be published in the 2018-2019 Calendar.
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	
Supplementary Notes and context	General Faculties Council approved the Faculty name change to the Faculty of Kinesiology, Sport, and Recreation, on September 25, 2017. Work is in progress to change the name of the graduate programs to reflect this name change.

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity) <For further information see the link posted on the <u>Governance Toolkit section Student Participation Protocol</u> >	<u>Those who have been informed:</u> <ul style="list-style-type: none"> •
	<u>Those who have been consulted:</u> <ul style="list-style-type: none"> • Debby Burshtyn, Vice Dean, FGSR • Janice Hurlburt, Graduate Governance and Policy Coordinator
	<u>Those who are actively participating:</u> <ul style="list-style-type: none"> • Faculty of Physical Education and Recreation Graduate Program Committee (GPC), September 14, 2017, approved.
Approval Route (Governance) (including meeting dates)	GFC Academic Standards Committee-Subcommittee on Standards November 2, 2017 GFC Academic Standards Committee November 16, 2017
Final Approver	GFC Academic Standards Committee

Alignment/Compliance

Alignment with Guiding Documents	Institutional Strategic Plan – <i>For the Public Good</i> GOAL: EXPERIENCE...opening doors to a lifetime of learning experiences. 10.OBJECTIVE: Expand access to and engagement in the University of Alberta for learners engaging in continuing and professional education programs, experiences, and lifelong learning activities. i. Strategy: Develop continuing and professional education programs that connect the knowledge-mobilization activities of the university’s faculty members to the needs of diverse learner communities. ii. Strategy: Create a wide range of opportunities, both in person and virtual, for broad, learning-centred programs for alumni and other communities of learners engaging in continuing and professional education.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs (Section 26(1)).</p> <p>2. PSLA: The PSLA gives Faculty Councils power to “provide for the admission of students to the faculty” (29(1)(c)).</p> <p>3. PSLA: The PSLA gives Faculty Councils the authority to “determine the programs of study for which the faculty is established” (Section 29(1)(a)); to “provide for the admission of students to the faculty” (Section 29(1)(c)); and to “determine the conditions under which a student must withdraw from or may continue the student’s program of studies in a faculty” (Section 29(1)(d)).</p> <p>4. UAPPOL Admissions Policy: “Admission to the University of Alberta is based on documented academic criteria established by individual Faculties and approved by GFC. These criteria may be defined in areas such as subject requirements, minimum entrance averages, and</p>

Item No. 7

	<p>language proficiency requirements. In addition to academic requirements for admission, GFC authorizes each Faculty to establish such other reasonable criteria for admission of applicants as the Faculty may consider appropriate to its programs of study, subject to the approval of GFC (e.g. interview, audition, portfolio, etc.)</p> <p>The admission requirements for any Faculty will be those approved by GFC as set forth in the current edition of the University Calendar. In addition to the admission requirements, selection criteria for quota programs, where they exist, will also be published in the current edition of the University Calendar.</p> <p>The responsibility for admission decisions will be vested in the Faculty Admission Committees or in the Deans of the respective Faculties, as the councils of such Faculties will determine.”</p> <p>5. ASC Terms of Reference:</p> <p>B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, International Baccalaureate (IB), Advanced Placement (AP)</p> <p>i. All proposals from the Faculties or the Administration related to admission and transfer, to the academic standing of students, to institutional marking and grading policies and/or procedures and to term work policies and procedures are submitted to the Provost and Vice-President (Academic) (or delegate) who chairs the GFC Academic Standards Committee. ASC will consult as necessary with the Faculties and with other individuals and offices in its consideration of these proposals.</p> <p>ii. ASC acts for GFC in approving routine and/or editorial changes to both admission/transfer policies and academic standing regulations.</p>
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Attachments (each to be numbered 1 - 1)

1. Admission requirement and Calendar change request (page(s) 1 - 2)

Prepared by: Janice Hurlburt, Graduate Governance and Policy Coordinator, FGSR, jhurlbur@ualberta.ca

Killam Centre for Advanced Studies
2-29 Triffo Hall Edmonton AB Canada T6G 2E1
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www.gradstudies.ualberta.ca

September 20, 2017

2018-2019 University of Alberta Proposed Calendar Graduate Program Changes: to existing Entrance Requirements for the graduate degree programs in the Faculty of Physical Education and Recreation, Faculty of Graduate Studies and Research

Current	Proposed
<p>Graduate Programs Physical Education and Recreation [Graduate]</p> <p>[...]</p> <p>Entrance Requirements</p> <p>The Faculty's minimum admission requirements are an undergraduate degree with an average of at least 3.0 in the last ★60 of undergraduate work (or graduate work) at the University of Alberta, or an equivalent qualification from a recognized Institution.</p> <p>Where applicable (refer to English Language Requirement), candidates must have a minimum satisfactory score on one of the following approved English language examinations in order to be considered for admission: TOEFL score of 600 (paper-based) or 88 (Internet-based) with a minimum of 20 on each of the individual skill areas; MELAB score of 85; IELTS overall band score of 6.5 with a minimum of 5 on each test band; CAEL overall score of 60 with at least 60 on each subtest; PTE overall score of 59.</p> <p>The requirement for entry into the relevant master's program is the BSc (Kinesiology), BKin or BA (Recreation, Sport and Tourism) degree from the University of Alberta or its equivalent. All students not meeting this entrance requirement will be considered on an individual basis. The normal requirement for</p>	<p>Graduate Programs Physical Education and Recreation [Graduate]</p> <p>[...]</p> <p>Entrance Requirements</p> <p>The Faculty's minimum admission requirements for the master's thesis and course-based programs are a four year baccalaureate degree, or its academic equivalent, in physical education, kinesiology, recreation or another related degree, with a minimum admission grade point average of 3.0 on most 4.0 grading systems or B on most letter grading systems, based on the most recent two years of full time study (or equivalent).</p> <p>The Faculty's minimum admission requirements for the doctoral program are a master's degree, or its academic equivalent, with thesis in physical education, kinesiology, recreation, or another related degree, with a minimum admission grade point average of 3.0 on most 4.0 grading systems or B on most letter grading systems, based on the most recent two years of full time study (or equivalent).</p> <p>Where applicable, candidates must meet the minimum English Language Requirement set by the Faculty of Graduate Studies and Research.</p>

admission to the PhD is the MA, MSc, or MA
(Recreation and Leisure Studies) degree with a thesis
from the Faculty, or the equivalent.

Justification: Entrance Requirements for admission GPA and English language proficiency updated to reflect Faculty of Graduate Studies and Research's minimum requirements listed in the Calendar.

Approved by: Faculty of Physical Education and Recreation Graduate Program Committee (GPC),
September 14, 2017.

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposed Changes to existing Entrance Requirements for Medical Sciences MSc programs in Dentistry, Oral Medicine, Orthodontics, and Periodontology, and for Medical Sciences PhD programs in Dentistry, Periodontology and in Orthodontics; offered through the Department of Dentistry, as proposed by the Faculty of Graduate Studies and Research**

Motion: THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposal for revisions to the existing Entrance Requirements for Medical Sciences MSc programs in Dentistry, Oral Medicine, Orthodontics, and Periodontology, and for Medical Sciences PhD programs in Dentistry, Periodontology and in Orthodontics; offered through the Department of Dentistry, as proposed by the Faculty of Graduate Studies and Research as set forth in Attachment 1 as amended, to be published in the 2018-2019 Calendar.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Heather Zwicker, Dean, Faculty of Graduate Studies and Research David Evans, Dean, Faculty of Medicine and Dentistry
Presenter	Debby Burshtyn, Vice Dean, Faculty of Graduate Studies and Research Patrick Flood, Associate Chair, Department of Dentistry

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To insure that students entering into our clinically-based graduate training programs in the School of Dentistry at the MSc and PhD level have the proper credentialing and educational background to perform well in our didactic and patient-based training activities
The Impact of the Proposal is	To require students to demonstrate they possess the proper professional and educational credentials prior to admission into our clinical training programs. Students without the proper credentials will not be admitted to our patient-based training program.
Replaces/Revises (eg, policies, resolutions)	Current admission requirements for the MSc and PhD programs in Dentistry (offered through Medical Sciences) as found in the 2017-2018 Calendar.
Timeline/Implementation Date	To be published in the 2018-2019 Calendar.
Estimated Cost and funding source	No additional resources are required, and no additional fees will be charged to students.
Next Steps (ie.: Communications Plan, Implementation plans)	Information regarding these changes will be added to our admission information, the university website, and will be transmitted to the Medical Sciences Graduate Program and FGSR.
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity) <For further information see the link posted on the <u>Governance Toolkit section Student Participation Protocol</u> >	<u><i>Those who have been informed:</i></u> <ul style="list-style-type: none"> •
	<u><i>Those who have been consulted:</i></u> <ul style="list-style-type: none"> • Debby Burshtyn, Vice Dean, FGSR • Janice Hurlburt, Graduate Governance and Policy Coordinator
	<u><i>Those who are actively participating:</i></u> <ul style="list-style-type: none"> • School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017, approved • School of Dentistry Department Council Meeting, March 6, 2017, approved • Medical Sciences Graduate Program Committee Meeting, April 13, 2017, approved • FoMD Faculty Learning Committee, June 14, 2017, approved
Approval Route (Governance) (including meeting dates)	GFC Academic Standards Committee-Subcommittee on Standards November 2, 2017 GFC Academic Standards Committee November 16, 2017
Final Approver	<internal use only>

Alignment/Compliance

Alignment with Guiding Documents	Institutional Strategic Plan – <i>For the Public Good</i> GOAL: EXPERIENCE...opening doors to a lifetime of learning experiences. 10.OBJECTIVE: Expand access to and engagement in the University of Alberta for learners engaging in continuing and professional education programs, experiences, and lifelong learning activities. i. Strategy: Develop continuing and professional education programs that connect the knowledge-mobilization activities of the university’s faculty members to the needs of diverse learner communities. ii. Strategy: Create a wide range of opportunities, both in person and virtual, for broad, learning-centred programs for alumni and other communities of learners engaging in continuing and professional education.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs (Section 26(1)).</p> <p>2. PSLA: GFC may make recommendations to the Board of Governors on a number of matters including the budget and academic planning (Section 26(1)(o)). GFC delegates its power to recommend to the Board on the budget and on new or revised academic programs to the GFC Academic Planning Committee (APC).</p> <p>3. PSLA: The PSLA gives Faculty Councils power to “provide for the admission of students to the faculty” (29(1)(c)).</p> <p>4. PSLA: The PSLA gives Faculty Councils the authority to “determine the programs of study for which the faculty is established” (Section 29(1)(a)); to “provide for the admission of students to the faculty” (Section 29(1)(c)); and to “determine the conditions under which a</p>

student must withdraw from or may continue the student's program of studies in a faculty" (Section 29(1)(d)).

5. UAPPOL Admissions Policy: "Admission to the University of Alberta is based on documented academic criteria established by individual Faculties and approved by GFC. These criteria may be defined in areas such as subject requirements, minimum entrance averages, and language proficiency requirements. In addition to academic requirements for admission, GFC authorizes each Faculty to establish such other reasonable criteria for admission of applicants as the Faculty may consider appropriate to its programs of study, subject to the approval of GFC (e.g. interview, audition, portfolio, etc.)

The admission requirements for any Faculty will be those approved by GFC as set forth in the current edition of the University Calendar. In addition to the admission requirements, selection criteria for quota programs, where they exist, will also be published in the current edition of the University Calendar.

The responsibility for admission decisions will be vested in the Faculty Admission Committees or in the Deans of the respective Faculties, as the councils of such Faculties will determine."

ASC-SOS Terms of Reference:

3. Mandate of the Committee To review and make recommendations to the GFC Academic Standards Committee (ASC) with respect to a number of issues which affect all students at the University of Alberta. These include, but are not limited to: a. examination policy b. academic definitions c. academic standing regulations d. admission/transfer requirements

ASC Terms of Reference:

B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, International Baccalaureate (IB), Advanced Placement (AP)

i. All proposals from the Faculties or the Administration related to admission and transfer, to the academic standing of students, to institutional marking and grading policies and/or procedures and to term work policies and procedures are submitted to the Provost and Vice-President (Academic) (or delegate) who chairs the GFC Academic Standards Committee. ASC will consult as necessary with the Faculties and with other individuals and offices in its consideration of these proposals.

ii. ASC acts for GFC in approving routine and/or editorial changes to both admission/transfer policies and academic standing regulations.

Attachments (each to be numbered 1 - 1)

1. Admission requirement and Calendar change request (page(s) 1 - 2)

Prepared by: Janice Hurlburt, Graduate Governance and Policy Coordinator, FGSR, jhurlbur@ualberta.ca

2018-2019 University of Alberta Proposed Calendar Graduate Program Changes: changes to existing entrance requirements for Medical Sciences MSc and PhD programs offered through the Department of Dentistry, proposed by the Faculty of Graduate Studies and Research.

CURRENT	PROPOSED
<p>Dentistry [Graduate] [...]</p>	<p>Dentistry [Graduate] [...]</p>
<p>Entrance Requirements</p> <p>The Department's normal requirements for admission of graduate students are a minimum of 3.0 or equivalent GPA during the last two years of an undergraduate or graduate degree at the University of Alberta, or equivalent qualification from another institution, and a TOEFL score of at least 580 (paper-based) or 95 with at least 20 per section (Internet-based), or a MELAB minimum score of 91; or a CAEL minimum score of 70 with at least 70 on each subtest; or an IELTS (Academic) minimum score of 7.5 with at least 6 on each band, where applicable (see English Language Requirement). Admission is dependent upon the recommendation of the Department of Dentistry's Graduate Committee and the Medical Sciences Graduate Program Committee to the Faculty of Graduate Studies and Research. In addition, the applicant's curriculum vitae, previous research experience, letters of recommendation and statement of intent will be considered for the admission decision. Other facts would be considered on a case per case basis.</p>	<p>Entrance Requirements</p> <p>The Department's normal requirements for admission of graduate students are a minimum of 3.0 or equivalent GPA during the last two years of an undergraduate or graduate degree at the University of Alberta, or equivalent qualification from another institution, and a TOEFL score of at least 580 (paper-based) or 95 with at least 20 per section (Internet-based), or a MELAB minimum score of 91; or a CAEL minimum score of 70 with at least 70 on each subtest; or an IELTS (Academic) minimum score of 7.5 with at least 6 on each band, where applicable (see English Language Requirement). Admission is dependent upon the recommendation of the Department of Dentistry's Graduate Committee and the Medical Sciences Graduate Program Committee to the Faculty of Graduate Studies and Research. In addition, the applicant's curriculum vitae, previous research experience, letters of recommendation and statement of intent will be considered for the admission decision. Other facts would be considered on a case per case basis. <u>All short listed PhD applicants will be interviewed by representatives of the Department's Graduate Studies Committee.</u></p>

Justification: Re-wording more clearly describes the program.

Approved: at School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017; School of Dentistry Department Council Meeting, March 6, 2017; Medical Sciences Graduate Program Committee Meeting, April 13, 2017; FoMD Faculty Learning Committee, June 14, 2017

CURRENT	PROPOSED
<p data-bbox="94 138 431 176">Dentistry [Graduate]</p> <p data-bbox="94 218 149 256">[...]</p> <p data-bbox="94 294 727 361">The Degree of MSc in Medical Sciences – Oral Medicine [Graduate]</p> <p data-bbox="94 403 418 436">Entrance Requirements</p> <p data-bbox="94 478 782 835">See <u>General Information</u>- Based on the academic record, telephone or in person interviews, clinical and research experience, expectations and career plan outlined in the letter of intent and three letters of reference, the top three candidates will be chosen and rank ordered. Admission interviews are normally required. Admission is dependent upon the recommendation of the Department of Dentistry Graduate Committee and the Medical Sciences Graduate Program Committee.</p> <p data-bbox="94 1247 782 1352">The deadline for completed applications is October 1, interviews to occur in November, offers made in January/February for September admission.</p>	<p data-bbox="808 138 1146 176">Dentistry [Graduate]</p> <p data-bbox="808 218 863 256">[...]</p> <p data-bbox="808 294 1442 361">The Degree of MSc in Medical Sciences – Oral Medicine [Graduate]</p> <p data-bbox="808 403 1133 436">Entrance Requirements</p> <p data-bbox="808 478 1497 877"><u>A Doctor of Dental Surgery (DDS) or equivalent dental professional designation is required.</u> Based on the academic record, telephone or in person interviews, clinical and research experience, expectations and career plan outlined in the letter of intent and three letters of reference, the top three candidates will be chosen and rank ordered. Admission interviews are normally required. Admission is dependent upon the recommendation of the Department of Dentistry Graduate Committee and the Medical Sciences Graduate Program Committee.</p> <p data-bbox="808 919 1497 1205"><u>For applicants that are not licensed by Alberta Dental Association and College (ADA&C), a condition of admission is for candidates to obtain registration on the Education and Research Register from the ADA&C by August 1 prior to starting the program in the fall term. Candidates who already possess a full license from the ADA&C do not need to obtain additional licensure.</u></p>

Justification: Re-wording more clearly describes the program.

Approved at School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017; School of Dentistry Department Council Meeting, March 6, 2017; Medical Sciences Graduate Program Committee Meeting, April 13, 2017; FoMD Faculty Learning Committee, June 14, 2017

CURRENT	PROPOSED
<p>Dentistry [Graduate] [...]</p> <p>The Degree of MSc in Medical Sciences – Orthodontics [Graduate] [...]</p>	<p>Dentistry [Graduate] [...]</p> <p>The Degree of MSc in Medical Sciences – Orthodontics [Graduate] [...]</p>
<p>Entrance Requirements</p> <p>In addition to the general entrance requirements (<u>General Information</u>); [DDS requirement moved from General Information]</p> <p>applicants to the Orthodontics program must</p> <ol style="list-style-type: none"> 1. Provide a letter noting their class ranking upon graduation from dentistry. 2. Have completed at least one year of experience as a licensed dentist immediately prior to the start of the program. Letter(s) of good standing from current and previous licensing bodies must be provided. 3. A personal interview is required for short-listed applicants annually. Those applicants will be advised of the arranged interview date by e-mail. <p>Admission is dependent upon the recommendation of the Department of Dentistry's Graduate Committee and the Medical Sciences Graduate Program Committee.</p>	<p>Entrance Requirements</p> <p>In addition to the general entrance requirements (<u>Dentistry</u>), a Doctor of Dental Surgery (DDS) or equivalent dental professional designation is required. Applicants to the Orthodontics program must:</p> <ol style="list-style-type: none"> 1. Provide an official letter from their dental school noting their class ranking upon graduation from dentistry. 2. Have completed at least one year of experience as a licensed dentist prior to the start of the program. Proof of clinical involvement as a licensed dentist not later than two years prior to application is required. Letter(s) of good standing from current and previous licensing bodies must be provided. 3. Complete a required personal interview if short-listed. Those applicants will be advised of the arranged interview date by e-mail. <p>Admission is dependent upon the recommendation of the Division of Orthodontics Selection Committee, the Department of Dentistry's Graduate Committee and the Medical Sciences Graduate Program Committee.</p> <p>For applicants that are not licensed by Alberta Dental Association and College (ADA&C), a condition of admission is for candidates to obtain registration on the Education and Research Register from the ADA&C by August 1 prior to starting the program in the fall term. Candidates who already possess a full license from the ADA&C do not need to obtain additional licensure.</p>

Justification: Re-wording more clearly describes the program.

Approved at School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017; School of Dentistry Department Council Meeting, March 6, 2017; Medical Sciences Graduate Program Committee Meeting, April 13, 2017; FoMD Faculty Learning Committee, June 14, 2017

CURRENT	PROPOSED
<p>Dentistry [Graduate] [...]</p> <p>The Degree of MSc in Medical Sciences – Periodontology [Graduate]</p> <p>Entrance Requirements</p> <p>A Doctor in Dental Surgery (DDS) or equivalent dental professional designation is required. In addition to the general entrance requirements (Dentistry), applicants to the Periodontology program must:</p> <ol style="list-style-type: none"> 1. An official <u>note of</u> their class ranking (<u>if applicable</u>) upon graduation from dentistry. 2. Have completed at least one year of experience as a licensed dentist <u>immediately</u> prior to the start of the program. Letter(s) of good standing from current and previous licensing bodies must be provided. 3. A personal interview <u>is required for</u> shortlisted <u>applicants</u>. Those applicants will be advised of the arranged interview date by e-mail. <p>Admission is dependent upon the recommendation of the Department of Dentistry's Graduate Committee and the Medical Sciences Graduate Program Committee</p>	<p>Dentistry [Graduate] [...]</p> <p>The Degree of MSc in Medical Sciences – Periodontology [Graduate]</p> <p>Entrance Requirements</p> <p>A Doctor in Dental Surgery (DDS) or equivalent dental professional designation is required. In addition to the general entrance requirements (Dentistry), applicants to the Periodontology program must:</p> <ol style="list-style-type: none"> 1. <u>Provide an official letter from their dental school noting</u> their class ranking upon graduation from dentistry. 2. Have at least one year of experience as a licensed dentist prior to the start of the program. <u>Proof of clinical involvement as a licensed dentist not later than two years before application.</u> Letter(s) of good standing from current and previous licensing bodies must be provided. 3. <u>Complete a required</u> personal interview <u>if</u> short-listed. Those applicants will be advised of the arranged interview date by e-mail. <p>Admission is dependent upon the recommendation of the <u>Division of Periodontics Selection Committee,</u> <u>the</u> Department of Dentistry's Graduate Committee and the Medical Sciences Graduate Program Committee.</p> <p><u>For applicants that are not licensed by Alberta Dental Association and College (ADA&C), a condition of admission is for candidates to obtain registration on the Education and Research Register from the ADA&C by August 1 prior to starting the program in the fall term. Candidates who already possess a full license from the ADA&C do not need to obtain additional licensure.</u></p>

Justification: Re-wording more clearly describes the program.

Approved at School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017; School of Dentistry Department Council Meeting, March 6, 2017; Medical Sciences Graduate Program Committee Meeting, April 13, 2017; FoMD Faculty Learning Committee, June 14, 2017

CURRENT	PROPOSED
<p>Dentistry [Graduate] [...] The Degree of PhD in Medical Sciences – Orthodontics [Graduate] [...]</p>	<p>Dentistry [Graduate] [...] The Degree of PhD in Medical Sciences – Orthodontics [Graduate] [...]</p>
<p>Entrance Requirements</p> <p>In addition to the general entrance requirements (General Information), applicants must have completed a Doctor in Dental Surgery (DDS) or equivalent dental professional designation and at least one year of experience as a licensed dentist within five years prior to the start of the program, as well the completion of a Master's degree. A suitable supervisor must be identified to support the applicant.</p>	<p>Entrance Requirements</p> <p>In addition to the general entrance requirements (Dentistry), a Doctor of Dental Surgery (DDS) or equivalent dental professional designation, as well as a Master's degree or consent of both the Department of Dentistry and the Division of Orthodontics are required. Applicants to this Orthodontics program must:</p> <ol style="list-style-type: none"> 1. Provide an official letter from their dental school noting their class ranking upon graduation from dentistry. 2. Have at least one year of experience as a licensed dentist prior to the start of the program. Proof of clinical involvement as a licensed dentist not later than two years before application. Letter(s) of good standing from current and previous licensing bodies must be provided. 3. Complete a required personal interview if short-listed. Those applicants will be advised of the arranged interview date by e-mail. 4. Identify a suitable supervisor to provide support. <p>For the PhD in Medical Sciences - Orthodontics program, applications will be received and reviewed by the Division of Orthodontics Committee (DOC) after approval by the Department of Dentistry's Graduate Studies Committee (GSC) (see Medical Sciences). In-person participation in the formal DOC interview process is required for those applicants that are approved by the GSC and are thereafter selected for an interview by the DOC.</p> <p>For applicants that are not licensed by Alberta Dental Association and College (ADA&C), a condition of admission is for candidates to obtain registration on the Education and Research Register from the ADA&C by August 1 prior to starting the program in the fall term. Candidates who already possess a full license from the ADA&C do not need to obtain additional licensure.</p>

	<p>Financial Assistance <u>See (General Information).</u></p>
<p>Program Requirements</p> <p>The program of study <u>is</u> determined in consultation with the supervisor and supervisory committee. <u>Clinical training will not start until defined research milestones are attained. The time required to complete the PhD will vary according to the previous training of the applicant and the nature of the research undertaken; however, a minimum of five years is required with six to seven years being the current the norm.</u></p> <p>Application for admission should be directed to the Graduate Studies and Research Office, Department of Dentistry, University of Alberta, Edmonton, Alberta T6G 1C9. Information about the program and the online application form may be found at www.ualberta.ca/ortho.</p> <p>There is no specific deadline for the application throughout the year. As part of the selection process, selected applicants will be invited to an interview.</p> <p>Applications will be received and reviewed by the Division of Orthodontics Committee after prior to approval by the Graduate Studies Committee (see Medical Sciences)</p> <p>Students enrolled in the PhD in Medical Sciences – Orthodontics will not have the option of transferring to the MSc in Medical Sciences – Orthodontics program.</p>	<p>Program Requirements</p> <p>The program of study <u>and professional development requirements are</u> determined in consultation with the supervisor and supervisory committee. <u>Successful completion of the PhD candidacy examination will be required by October 1 prior to the academic year the student starts their clinical training. This will allow the allocation of a clinical training spot for the following September start.</u></p> <p>Information about the program and the online application form may be found at www.ualberta.ca/school-of-dentistry/programs-and-admissions/graduate-studies/msc-orthodontics.</p>
<p>Length of Program</p> <p>The <u>minimum</u> time required to complete the <u>MSc is three years.</u></p>	<p>Length of Program</p> <p>The time required to complete the <u>PhD will vary according to the previous training of the applicant and the nature of the research undertaken; however, a minimum of six years is considered normal.</u></p>

Justification: Re-wording more clearly describes the program.

Approved at School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017; School of Dentistry Department Council Meeting, March 6, 2017; Medical Sciences Graduate Program Committee Meeting, April 13, 2017; FoMD Faculty Learning Committee, June 14, 2017

CURRENT	PROPOSED
<p>Dentistry [Graduate] [...] The Degree of PhD in Medical Sciences – Periodontology [Graduate]</p>	<p>Dentistry [Graduate] [...] The Degree of PhD in Medical Sciences – Periodontology [Graduate]</p>
<p>Entrance Requirements</p> <p>In addition to the general entrance requirements (Dentistry), applicants must have completed a Doctor in Dental Surgery (DDS) or equivalent dental professional designation and at least one year of experience as a licensed dentist within five years prior to the start of the program. In addition the Department of Dentistry requires a Master's degree or consent of both the Department of Dentistry and the Division of Periodontology in the lack of such in order to apply. A suitable supervisor must be identified to support the applicant.</p> <p>As part of the selection process, selected applicants will be invited to an interview.</p>	<p>Entrance Requirements</p> <p>In addition to the general entrance requirements (Dentistry), applicants must have completed a Doctor in Dental Surgery (DDS) or equivalent dental professional designation prior to the start of the program. The Department of Dentistry also requires a Master's degree or consent of both the Department of Dentistry and the Division of Periodontology in order to apply. A suitable supervisor must be identified to support the applicant.</p> <p>Applicants to the Periodontology program must:</p> <ol style="list-style-type: none"> 1. Provide an official letter from their dental school noting their class ranking upon graduation from dentistry. 2. Have at least one year of experience as a licensed dentist within three years prior to the start of the program. Letter(s) of good standing from current and previous licensing bodies must be provided. 3. Complete a required personal interview if short-listed. Those applicants will be advised of the arranged interview date by e-mail. 4. Identify a suitable supervisor to provide support. <p>For applicants that are not licensed by Alberta Dental Association and College (ADA&C), a condition of admission is for candidates to obtain registration on the Education and Research Register from the ADA&C by August 1 prior to starting the program in the fall term. Candidates who already possess a full license from the ADA&C do not need to obtain additional licensure.</p>
<p>Program Requirements</p> <p>The program of study is determined in consultation with the supervisor and supervisory committee. PhD level training including relevant course work (★12) and research component will be exclusively</p>	<p>Program Requirements</p> <p>The program of study and professional development requirements are determined in consultation with the supervisor and supervisory committee. PhD level training including relevant course work and a</p>

<p>performed during the first two years. The three-year clinical training will not start until defined research milestones are attained including the completion of the PhD candidacy exam.</p> <p>The requirements for the degree include coursework, a clinical component, elective coursework pertinent to the PhD (★12) and a PhD thesis</p> <p>[...]</p>	<p>research component <u>that</u> will be exclusively performed during the first two years. <u>Successful completion of the PhD candidacy examination will be required by October 1 prior to the academic year the student starts their clinical training. This will allow the allocation of a clinical training spot for the following September start.</u> The requirements for the degree include coursework, a clinical component, <u>and</u> elective coursework pertinent to the PhD and a thesis.</p> <p>[...]</p>
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Justification: Re-wording more clearly describes the program.

Approved at School of Dentistry Graduate Studies Committee Meeting, Jan 23, 2017; School of Dentistry Department Council Meeting, March 6, 2017; Medical Sciences Graduate Program Committee Meeting, April 13, 2017; FoMD Faculty Learning Committee, June 14, 2017

OUTLINE OF ISSUE
Action Item

Agenda Title: **Faculté Saint-Jean: Proposed changes to existing Academic Standing Requirement (probation)**

Motion: THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, proposed changes to Existing to Academic Standing Requirement (probation), as proposed by the Faculté Saint-Jean, as set forth in Attachment 1 as amended, to take effect upon approval

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Paulin Mulatris, Associate Dean (Academic), Faculté Saint-Jean
Presenter	Paulin Mulatris, Associate Dean (Academic), Faculté Saint-Jean

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To remove from our section of the Calendar, under “Academic/Probation” the condition “No failing grades are permitted”. Currently FSJ Academic standing requirements are to pass all courses and maintain a minimum GPA of 2.0. We have had students that are required to withdraw at the end of their probation as they fail a single course in the program even though their GPA is 2.0. Also, to remove the mention of “Student Counselling Services” (now Counselling and Clinical Services) as this office no longer offers a letter of recommendation to students.
The Impact of the Proposal is	The impact of this proposal will allow a student to continue in the program rather than be required to withdraw from the program if the possibility for academic success is still achievable, this student will be required to meet with the Associate Dean to set up an action plan.
Replaces/Revises (eg, policies, resolutions)	Revises the current Academic Standing and Graduation section in the FSJ Calendar.
Timeline/Implementation Date	To take effect immediately
Estimated Cost and funding source	N/A
Next Steps (ie.: Communications Plan, Implementation plans)	Information items only, no next steps required.
Supplementary Notes and context	This item is seen to be advantageous to students, so immediate implementation is requested.

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)	<u>Those who have been informed:</u> <ul style="list-style-type: none"> • Paulin Mulatris, Associate Dean (Academic) • Emma yellowbird, Executive Service Head, Student Outreach • Carine Tuekam, FSJ undergraduate Academic Student Advisor • Kathleen Seidou, FSJ undergraduate Academic Student Advisor
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<p><For further information see the link posted on the Governance Toolkit section Student Participation Protocol></p>	<ul style="list-style-type: none"> • Brent Epperson, Graduate Ombudsperson, Office of the Student ombuds <p><i><u>Those who have been consulted:</u></i></p> <ul style="list-style-type: none"> • Paulin Mulatris, Associate Dean (Academic), • Emma yellowbird, Executive Service Head, Student Outreach • Carine Tuekam, FSJ undergraduate Academic Student Advisor • Kathleen Seidou, FSJ undergraduate Academic Student Advisor • Brent Epperson, Graduate Ombudsperson, Office of the Student ombuds • M. Simuong, FSJ Governance Coordinator • FSJ Faculty Council (October6, 2017) • FSJ Executive Committee (September 22, 2017) • FSJ Academic Planning Committee (June 30, 2017) <p><i><u>Those who are actively participating:</u></i></p> <ul style="list-style-type: none"> • Paulin Mulatris, Associate Dean (Academic), • Emma yellowbird, Executive Service Head, Student Outreach • M. Simuong, FSJ Governance Coordinator • FSJ Academic Planning Committee (June 30, 2017) • FSJ Faculty Council (October6, 2017) • FSJ Executive Committee (September 22, 2017)
<p>Approval Route (Governance) (including meeting dates)</p>	<p>GFC ASC Subcommittee on Standards – November 2, 2017 GFC Academic Standards Committee – November 16, 2017</p>
<p>Final Approver</p>	<p>GFC Academic Standards Committee</p>

Alignment/Compliance

<p>Alignment with Guiding Documents</p>	<p>For the Public Good GOAL: SUSTAIN our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all. Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs. Further, the PSLA gives the Board of Governors authority over certain admission requirements and rules respecting enrolment of students to take courses. The Board has delegated its authority over these areas to GFC. GFC has thus established, and delegated certain powers to, an Academic Standards Committee.</p> <p>2. PSLA “29(1) A faculty council may: [...] (c) provide for the admission of students to the faculty, (d) determine the conditions under which a student must withdraw from or may continue the student’s program of studies in the faculty [...] subject to any conditions or restrictions that are imposed by the general</p>

faculties council.

3. GFC Academic Standards Committee Terms of Reference
(Mandate of the Committee)

“A. Definitions

i. “Routine and/or Editorial

[...]

the term “routine and/or editorial” refers to proposals which do not involve or affect other Faculties or units; do not form part of a proposal for a new program; and which do not involve alteration of an existing quota or establishment of a new quota. Editorial or routine changes include any and all changes to the wording of an admissions or academic standing policy.

[...]

B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, International Baccalaureate (IB), Advanced Placement (AP)

i. All proposals from the Faculties or the Administration related to admission and transfer, to the academic standing of students, to institutional marking and grading policies and/or procedures and to term work policies and procedures are submitted to the Provost and Vice President (Academic) (or delegate) who chairs the GFC Academic Standards Committee. ASC will consult as necessary with the Faculties and with other individuals and offices in its consideration of these proposals.

ii. ASC acts for GFC in approving routine and/or editorial changes to both admission/transfer policies and academic standing regulations”

4. PSLA: The PSLA gives Faculty Councils the authority to “determine the conditions under which a student must withdraw from or may continue the student’s program of studies in a faculty” (Section 29(1)(d)).

5. UAPPOL Academic Standing Policy: “All current academic standing regulations, including academic standing categories, University graduating standards and requirements for all individual programs will be those prescribed by Faculty Councils and GFC as set forth in the University Calendar.”

6. UAPPOL Academic Standing Regulations Procedures: “All proposed new academic standing regulations and changes to existing academic standing regulations will be submitted by the Faculties or the Administration to the Provost and Vice-President (Academic). Faculties will also submit to the Provost and Vice-President (Academic) any proposed changes to the use and/or computation of averages relating to academic standing, including promotion and graduation.

If the Provost and Vice-President (Academic) determines the proposal to be in good order, the proposal will be introduced to the appropriate University governance process(es). In considering these proposals, governance bodies will consult as necessary with the Faculties and with other individuals and offices.

Normally, changes become effective once they are approved by GFC or its delegate and are published in the University Calendar.”



Attachments (each to be numbered 1 - 3)

1. Attachment 1 (page(s) 1 - 3)

Prepared by: Marie Simuong, FSJ Governance Coordinator msimuong@ualberta.ca

Faculté Saint-Jean
CALENDAR CHANGE REQUEST
Implementation 2018-19

CURRENT	PROPOSED
<p>Niveau académique et collation des grades Les règlements suivants s'appliquent à tous les étudiants de la Faculté Saint-Jean:</p> <p>Niveau académique</p> <p>1. A la fin de chaque année d'études (Automne/Hiver) et selon la moyenne des notes obtenues au cours de cette année d'études, tout étudiant de la Faculté est classé dans l'une des trois catégories suivantes. A noter que, pour obtenir un diplôme de fin d'études, une moyenne cumulative minimale de 2,0 est exigée.</p> <p>a. Rendement satisfaisant: L'étudiant qui présente une moyenne de session de 2,0 ou plus peut poursuivre ses études à la Faculté. L'étudiant inscrit au BA avec spécialisation qui présente une moyenne de 3,0 ou plus peut continuer dans son programme. Une moyenne minimale de 3,3 est exigée dans la spécialisation.</p> <p>b. Rendement marginal: L'étudiant qui présente une moyenne entre 1,7 et 1,9 inclusivement sera placé en probation et sera informé que s'il n'a pas satisfait aux exigences de la probation, il devra abandonner le programme.</p> <p>c. Rendement insatisfaisant: L'étudiant qui présente une moyenne de 1,6 ou moins devra abandonner son programme. Il ne pourra normalement se réinscrire (et cela à titre probatoire) qu'après un délai d'un an et seulement après demande de réadmission.</p> <p>2. Probation: L'étudiant autorisé à poursuivre son programme à titre probatoire pour des raisons académiques, ou après avoir été invité à se retirer de l'Université, doit pouvoir fournir la preuve de sa capacité à améliorer ses résultats. Il est tenu aux exigences suivantes:</p> <p>a. S'inscrire à temps plein pendant la période d'Automne/Hiver et obtenir au moins *18 avec une moyenne minimale de 2,0. D'autre part, l'étudiant doit rester conscient du fait que pour</p>	<p>Niveau académique et collation des grades Les règlements suivants s'appliquent à tous les étudiants de la Faculté Saint-Jean:</p> <p>Niveau académique</p> <p>1. A la fin de chaque année d'études (Automne/Hiver) et selon la moyenne des notes obtenues au cours de cette année d'études, tout étudiant de la Faculté est classé dans l'une des trois catégories suivantes. A noter que, pour obtenir un diplôme de fin d'études, une moyenne cumulative minimale de 2,0 est exigée.</p> <p>a. Rendement satisfaisant: L'étudiant qui présente une moyenne de session de 2,0 ou plus peut poursuivre ses études à la Faculté. L'étudiant inscrit au BA avec spécialisation qui présente une moyenne de 3,0 ou plus peut continuer dans son programme. Une moyenne minimale de 3,3 est exigée dans la spécialisation.</p> <p>b. Rendement marginal: L'étudiant qui présente une moyenne entre 1,7 et 1,9 inclusivement sera placé en probation et sera informé que s'il n'a pas satisfait aux exigences de la probation, il devra abandonner le programme.</p> <p>c. Rendement insatisfaisant: L'étudiant qui présente une moyenne de 1,6 ou moins devra abandonner son programme. Il ne pourra normalement se réinscrire (et cela à titre probatoire) qu'après un délai d'un an et seulement après demande de réadmission.</p> <p>d. Réadmission : L'étudiant invité à se retirer et présentant une demande de réadmission doit inclure avec sa demande une recommandation du Vice-doyen principal et aux études.</p> <p>2. Probation: L'étudiant autorisé à poursuivre son programme à titre probatoire pour des raisons académiques, ou après avoir été invité à se retirer de l'Université, doit pouvoir fournir la preuve de sa capacité à améliorer ses résultats. Il est tenu aux exigences suivantes:</p> <p>a. S'inscrire à temps plein pendant la période d'Automne/Hiver et obtenir au moins *18 avec une moyenne minimale de 2,0. D'autre part, l'étudiant doit rester conscient du fait que pour obtenir son diplôme</p>

<p>obtenir son diplôme de fin d'études, une moyenne cumulative minimale de 2,0 est exigée.</p> <p>b. Aucun échec n'est autorisé.</p> <p>c. Un étudiant en période probatoire ne peut pas s'inscrire aux cours EDU S.</p> <p>d. L'incapacité à remplir ces conditions résultera normalement en une exclusion de la Faculté.</p> <p>e. L'étudiant invité à se retirer et présentant une demande de réadmission doit inclure avec sa demande une recommandation de la part de «Student Counselling Services» ou du Vice-doyen aux affaires académiques</p>	<p>de fin d'études, une moyenne cumulative minimale de 2,0 est exigée.</p> <p>b. Un étudiant en période probatoire ne peut pas s'inscrire aux cours EDU S.</p> <p>c. L'incapacité à remplir ces conditions résultera normalement en une exclusion de la Faculté.</p>
<p>CURRENT</p>	<p>PROPOSED</p>
<p>Academic Standing and Graduation</p> <p>The following regulations shall apply to all students at Faculté Saint-Jean:</p> <p>Academic Standing</p> <p>1. At the end of each academic year, (Fall/Winter) and according to the grade point average (GPA) of that academic year, students are placed in one of the three following categories: Note: a minimum grade point average (GPA) of 2.0 is required to obtain a degree.</p> <p>a. Satisfactory standing: Students who maintain a sessional GPA of 2.0 or more may continue their studies at Faculté Saint-Jean. Students registered in a BA Honors must maintain a sessional GPA of 3.0 or more to continue in their program. A minimum GPA of 3.3 is required in the specialization.</p> <p>b. Marginal standing: Students who receive a GPA of 1.7 to 1.9 inclusive will be placed on academic probation and warned that if they have not met the requirements of the probation, they must withdraw from the program.</p> <p>c. Unsatisfactory standing: Students who receive a GPA of 1.6 or less will be required to withdraw from the program. Such students may apply for readmission, although normally at least one year must elapse before readmission will be granted (on a probationary basis).</p> <p>2. Probation: Students who are authorized to continue their studies on probation for academic reasons or who are readmitted after being required to withdraw from the University must demonstrate ability to meet promotion standards and would be bound by the following requirements:</p> <p>a. Register as a full-time student during the</p>	<p>Academic Standing and Graduation</p> <p>The following regulations shall apply to all students at Faculté Saint-Jean:</p> <p>Academic Standing</p> <p>1. At the end of each academic year, (Fall/Winter) and according to the grade point average (GPA) of that academic year, students are placed in one of the three following categories: Note: a minimum grade point average (GPA) of 2.0 is required to obtain a degree.</p> <p>a. Satisfactory standing: Students who maintain a sessional GPA of 2.0 or more may continue their studies at Faculté Saint-Jean. Students registered in a BA Honors must maintain a sessional GPA of 3.0 or more to continue in their program. A minimum GPA of 3.3 is required in the specialization.</p> <p>b. Marginal standing: Students who receive a GPA of 1.7 to 1.9 inclusive will be placed on academic probation and warned that if they have not met the requirements of the probation, they must withdraw from the program.</p> <p>c. Unsatisfactory standing: Students who receive a GPA of 1.6 or less will be required to withdraw from the program. Such students may apply for readmission, although normally at least one year must elapse before readmission will be granted (on a probationary basis).</p> <p>d. Readmission: Students who have been required to withdraw and who are applying for readmission shall attach to their application a recommendation from the Associate Dean (Academic).</p> <p>2. Probation: Students who are authorized to continue their studies on probation for academic reasons or who are readmitted after being required to withdraw from the University must demonstrate ability to meet promotion standards and would be bound by the following</p>

Fall/Winter and complete at least *18 with a minimum GPA of 2.0. Students should be aware, on the other hand, that a GPA of 2.0 is required to obtain a degree.

~~b. No failing grades are permitted.~~

~~c. Registration in EDU S courses will not be permitted while students are on probation.~~

~~d. Failure to meet these conditions will normally result in a permanent dismissal from the Faculté.~~

~~e. Students who have been required to withdraw and who are applying for readmission shall attach to their application a recommendation from Student Counselling Services or from the Associate Dean (Academic).~~

requirements:

a. Register as a full-time student during the Fall/Winter and complete at least *18 with a minimum GPA of 2.0. Students should be aware, on the other hand, that a GPA of 2.0 is required to obtain a degree.

b. Registration in EDU S courses will not be permitted while students are on probation.

c. Failure to meet these conditions will normally result in a permanent dismissal from the Faculté.

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposed Changes to Admission and Academic Regulations, BSc in Radiation Therapy, Faculty of Medicine and Dentistry**

Motion: THAT the GFC Academic Standards Committee approve, with delegated authority, changes to the Admission and Academic Regulations, BSc in Radiation Therapy, as proposed by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect for Fall 2018.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Shirley Schipper, Vice-Dean Education, Faculty of Medicine and Dentistry
Presenter	Shirley Schipper, Vice-Dean Education, Faculty of Medicine and Dentistry

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	<p>Amend and clarify wording regarding the following items:</p> <ul style="list-style-type: none"> - The applicant pool for RADTH is being broadened to allow students with a GPA lower than 3.2 to apply to the program. The median will then be determined by the applicant pool. This change was added at the recommendation of Michele Moroz, Assistant Registrar. - The removal of wording around the number of required credits to meet criteria of a full course load is being removed to ensure inclusion of students holding a full course load while being accommodated in any way. - The purpose of adding the Academic Standing state of "Unsatisfactory Standing" is to allow for instances of a repeat year in specific circumstances. This aligns with other Faculty of Medicine & Dentistry professional programs that allow a repeat year. - The purpose of changing the final decision maker regarding reexaminations from the Program Director to the RADTH Academic Standings Committee is to ensure that decisions such as this are vetted by a larger group rather than the discretion of one person. This change was also a recommendation from the program's accreditation process, which was completed in 2016. - The removal of specific clinical site listings is to allow the program to grow and expand without need for specific changes to the sites listed.
The Impact of the Proposal is	That the Calendar will reflect the updated wording and additions made within the admission and academic regulations for the Radiation Therapy Program.
Replaces/Revises (eg, policies, resolutions)	Revises admission and academic regulations for the Radiation Therapy Program.
Timeline/Implementation Date	Fall 2018
Estimated Cost and funding source	No additional cost

Next Steps (ie.: Communications Plan, Implementation plans)	Information items only, no next steps required.
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)	<ul style="list-style-type: none"> • Radiation Therapy Program Curriculum Committee • Radiation Therapy Academic Standings Committee • Radiation Therapy Admissions Committee • Faculty Learning Committee – reviewed and approved – June 23, 2017 • FoMD Faculty Council Committee – reviewed and approved – July 17, 2016 • Office of the Registrar, Calendar Production – consulted/informed <p>Those who are actively participating</p>
Approval Route (Governance) (including meeting dates)	GFC ASC Subcommittee on Standards – October 5, 2017 GFC Academic Standards Committee – October 19, 2017; November 16, 2017
Final Approver	GFC Academic Standards Committee

Alignment/Compliance

Alignment with Guiding Documents	<p><i>For the Public Good</i></p> <p>GOAL: EXCEL as individuals, and together, sustain a culture that fosters and champions distinction and distinctiveness in teaching, learning, research, and service.</p> <p>To excel and achieve our full potential as an institution and as individuals, the University of Alberta will sustain a learning and research culture that inspires, supports, and champions high professional standards and outstanding achievements in basic and applied research and scholarship, creative activity, administration, and governance.</p>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs (Section 26(1)). Further, the PSLA gives the Board of Governors authority over certain admission requirements and rules respecting enrolment (Section 60(1)(c) and (d)). The Board has delegated its authority over admissions requirements and rules respecting enrolment to GFC. GFC has thus established an Academic Standards Committee (ASC).</p> <p>2. PSLA: The PSLA gives Faculty Councils power to “provide for the admission of students to the faculty” (29(1)(c)).</p> <p>3. UAPPOL Admissions Policy: “Admission to the University of Alberta</p>

is based on documented academic criteria established by individual Faculties and approved by GFC. This criteria may be defined in areas such as subject requirements, minimum entrance averages, and language proficiency requirements. In addition to academic requirements for admission, GFC authorizes each Faculty to establish such other reasonable criteria for admission of applicants as the Faculty may consider appropriate to its programs of study, subject to the approval of GFC (e.g. interview, audition, portfolio, etc.)

The admission requirements for any Faculty will be those approved by GFC as set forth in the current edition of the University Calendar. In addition to the admission requirements, selection criteria for quota programs, where they exist, will also be published in the current edition of the University Calendar. The responsibility for admission decisions will be vested in the Faculty Admission Committees or in the Deans of the respective Faculties, as the councils of such Faculties will determine.”

4. UAPPOL Admissions Procedure:

“PROCEDURE

1. EFFECTIVE DATE OF CHANGES TO ADMISSION REGULATIONS

Following approval by GFC:

- a. Where changes to admission regulations may disadvantage students in the current admission cycle, normally implementation will be effective after the change has been published in the University Calendar for one full year (i.e., effective the second year that the information is published in the University Calendar).

For example, a change approved in May 2005 would be first published in the 2006-2007 University Calendar in March 2006. Therefore the statement cannot come into effect until September 2007 (affecting applicants who apply for the September 2007 term beginning July 2006).

- b. Where changes to admission regulations are deemed by the approving body to be ‘advantageous to students’, normally the date of implementation will be effective immediately or at the next available intake for the admitting Faculty.”

5. **PSLA:** The *PSLA* gives Faculty Councils the authority to “determine the conditions under which a student must withdraw from or may continue the student’s program of studies in a faculty” (Section 29(1)(d)).

6. **UAPPOL Academic Standing Policy:** All current academic standing regulations, including academic standing categories, University graduating standards and requirements for all individual programs will be those prescribed by Faculty Councils and GFC as set forth in the University Calendar.

7. **GFC Academic Standards Committee** Terms of Reference (3. Mandate):

“A. Definitions

i. Routine and/or Editorial

[...] the term “routine and/or editorial” refers to proposals which do not involve or affect other Faculties or units; do not form part of a proposal for a new program; and which do not involve alternation of an existing

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	<p>quota or establishment of a new quota. Editorial or routine changes include any and all change to the wording or an admissions or academic standing policy.”</p> <p>“B. Admission and Transfer, Academic Standing, Marking and Grading, Term Work, Examinations, [...]”</p> <p>i. All proposals from the Faculties or the Administration related to admission and transfer, to the academic standing of students, to institutional marking and grading policies and/or procedures and to term work policies and procedures are submitted to the Provost and Vice-President (Academic) (or delegate) who chairs the GFC Academic Standards Committee. ASC will consult as necessary with the Faculties and with other individuals and offices in its consideration of these proposals.</p> <p>ii. ASC acts for GFC in approving routine and/or editorial changes to both admission/transfer policies and academic standing regulations”</p>
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Attachments:

1. Attachment 1: Proposed Calendar Copy for BSc in Radiation Therapy, Admissions and Academic Regulations

Prepared by: Jocelyn Plemel, Executive Assistant to the Vice-Dean, Education, jplemel@ualberta.ca



Faculty of Medicine & Dentistry
Radiation Therapy Program
Course Changes 2018-2019

Current 2017/2018	Proposed 2018/2019
Degree of BSc in Radiation Therapy – Admissions	
<p>Other Requirements</p> <p>1. Selection Process: A minimum GPA of 3.2 is required in preprofessional course work. The selection process is competitive, and applicants will be ranked primarily on academic achievement in the prerequisite courses. Preference will be given to residents of Alberta. Other factors considered in ranking include overall academic achievement (emphasizing recent academic performance), a demonstrated ability to perform well in a consecutive Fall/Winter Term of full-time study (preferably 30 units), a personal interview, and a career reflection letter.</p>	<p>Other Requirements</p> <p>1. Selection Process: The selection process is competitive, and applicants will be ranked primarily on academic achievement in the prerequisite courses. Preference will be given to residents of Alberta. Other factors considered in ranking include overall academic achievement (emphasizing recent academic performance), a demonstrated ability to perform well in a consecutive Fall/Winter Term of full-time or equivalent study, a personal interview, and a career reflection letter.</p>
<p>Rationale: <i>The program would like to allow students under the GPA of 3.2 apply to the program. This will allow the applicant pool to determine the GPA. This calendar change was decided upon by the Radiation Therapy Program Admission Committee at the recommendation of Michelle Moroz, Assistant Registrar, who is a member of this committee.</i></p> <p><i>The wording change from “full-time study (preferably 30 units) to full-time or equivalent study comes as a recommendation to reflect that the program will still consider applicants who have not taken full course loads due to duty to accommodate situations.</i></p>	
<p>4. Personal Interview: Interview selection is based on postsecondary academic records and a career reflection letter received by April 1 (see Admission and Readmission Deadlines). Selected applicants will be interviewed to determine if they have the personal qualities necessary for the profession. The interview evaluates an applicant's empathy, communication, teamwork, reflection, conflict resolution, responsibility, initiative, problem-solving, prioritization and organization. Short-listed applicants will be advised of the interview date.</p>	<p>4. Personal Interview: Interview selection is based on postsecondary academic records and a career reflection letter received by April 1 (see Admission and Readmission Deadlines). Selected applicants will be interviewed to determine if they have the personal qualities necessary for the profession. The interview evaluates an applicant's empathy, communication, teamwork, reflection, conflict resolution, responsibility, initiative, problem-solving, critical thinking, prioritization and organization. Short-listed applicants will be advised of the interview date.</p>
<p>Rationale: <i>This component has always been evaluated in our MMIs and has been missing from this description.</i></p>	



Faculty of Medicine & Dentistry
 Radiation Therapy Program
 Course Changes 2018-2019

Current 2017/2018	Proposed 2018/2019
Degree of BSc in Radiation Therapy – Academic Regulations	
<p>Promotion and Academic Performance</p> <p>a. Academic Performance: Progression in the program is term by term. Accordingly, all students in a particular co-hort of the program normally should be registered in the same courses in each term (see Degree of BSc in Radiation Therapy.) Students will not normally register in any core (i.e., non-elective) courses from a particular term of the program until they have satisfactorily completed core courses from the previous term of the program. Students are also held accountable to the University's Code of Student Behaviour and should be familiar with it. See Code of Student Behaviour.</p>	<p>Promotion and Academic Performance</p> <p>a. Academic Performance: Progression in the program is term by term. Accordingly, all students in a particular co-hort of the program will be registered in the same courses in each term (see Degree of BSc in Radiation Therapy.) Students are also held accountable to the University's Code of Student Behaviour and should be familiar with it. See Code of Student Behaviour.</p>
<p>Rationale: <i>To give clarity to students that the program is cohort based and students will be enrolled in the same classes as all other cohort members. We have no electives built into our program layout.</i></p>	



Faculty of Medicine & Dentistry
Radiation Therapy Program
Course Changes 2018-2019

Current 2017/2018	Proposed 2018/2019
<p>b. Academic Standing: Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on recommendations of the Radiation Therapy Program Academic Standing Committee. Assessment of academic performance is conducted at the end of each student's registration for their academic year.</p> <p>i. First-Class Standing: Awarded to a student who obtains a GPA of 3.5 or above and passes all courses while enrolled in the full normal academic/clinical course load after the completion of the academic year.</p> <p>ii. Satisfactory Standing: For promotion, a student must pass all courses and obtain a minimum GPA of 2.7.</p> <p>iii. Conditional Standing: Whenever a student receives a final grade of less than a B- in a Radiation Therapy Program course, the student's total academic and clinical performance in the program will be reviewed. This review will be considered in determining continuation in the program.</p> <p>iv. Required to Withdraw: Any student who</p> <ol style="list-style-type: none"> 1. fails more than one academic course per program year (program year includes Fall, Winter, and Spring/Summer Terms) 2. fails any clinical course; 3. is unable to obtain a minimum GPA of 2.7 in any term; <p>c. Probation: Students who have been required to withdraw and who have</p>	<p>b. Academic Standing: Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on recommendations of the Radiation Therapy Program Academic Standing Committee.</p> <p>Final approval of academic standings is conducted at the end of each student's academic year, with the exception of students that fall into the categories of "Unsatisfactory Standing" and "Required to Withdraw". Students falling in either of these categories will be assessed at the end of the term in which they received either of these standings.</p> <p>i. First-Class Standing: Awarded to a student who obtains a GPA of 3.5 or above and passes all courses while enrolled in the full normal academic/clinical course load after the completion of the academic year.</p> <p>ii. Satisfactory Standing: For promotion, a student must pass all courses and obtain a minimum GPA of 2.7.</p> <p>iii. Conditional Standing: Whenever a student receives a final grade of less than a B- in a Radiation Therapy Program course, the student's total academic and clinical performance in the program will be reviewed. This review will be considered in determining continuation in the program. To clear conditional standing, the student must achieve a minimum of Satisfactory Standing in all terms of the proceeding academic year.</p> <p>iv. Unsatisfactory Standing: Students who fail any academic course in an academic year (Fall, Winter, Spring & Summer) will not be allowed to progress to the next term, will be placed on probation and may be required to repeat the full program year in</p>



Faculty of Medicine & Dentistry
Radiation Therapy Program
Course Changes 2018-2019

<p>successfully appealed that decision will be placed on Probation and required to repeat the full program year.</p> <p>To clear probation and qualify for promotion, the student must achieve Satisfactory Standing in all terms during the probationary year. Students who fail to do so will be</p>	<p>which the failure occurred.</p> <p>v. Required to Withdraw: Any student who</p> <ol style="list-style-type: none"> 1. Fails any clinical course; 2. Is unable to obtain a minimum GPA of 2.7 in any term;
<p>required to withdraw. Any student in a probationary year who fails a course in Fall Term will be required to withdraw immediately and subsequent registration will be cancelled.</p> <p>Only one year of probation is allowed while registered in the BSc in Radiation Therapy program.</p>	<p>c. Probation: Students who have either been required to withdraw and successfully appealed or have an unsatisfactory standing will be placed on probation. To clear probation and qualify for promotion, the student must achieve Satisfactory Standing in all terms during the probationary year. Students who fail to do so will be required to withdraw from the program. A course failure during the probationary period may result in a required to withdraw.</p> <p>Only one year of probation is allowed while registered in the BSc in Radiation Therapy program.</p>
<p>Rationale: To provide students the opportunity to repeat the program year on a probationary status in the case of a didactic course failure or a successful appeal of a required to withdraw status.</p>	
<p>Reexamination: See Reexaminations</p> <ol style="list-style-type: none"> a. Reexamination is not permitted in clinical courses. b. The Director of the Radiation Therapy Program must approve reexaminations. c. Students are advised that it is not possible to make a ruling regarding remediation or reexamination until all grades for a term are received and recorded. d. If a reexamination is approved, satisfactory completion of remedial coursework may be required by the Radiation Therapy Program Academic Standing Committee and/or the Faculty Academic Standings and Promotion Committee before the student is permitted to take the reexamination. e. The weight of reexamination is at least that of the final examination. f. The reexamination mark (as in the case of a deferred mark) will replace the original final exam mark. g. Any student who, after reexamination 	<p>Reexamination: See Reexaminations</p> <ol style="list-style-type: none"> a. Reexamination is not permitted in clinical courses. b. The Radiation Therapy Program Academic Standings Committee must approve all reexaminations. c. Students are advised that it is not possible to make a ruling regarding remediation or reexamination until all grades for a term are received and recorded. d. If a reexamination is approved, satisfactory completion of remedial coursework may be required by the Radiation Therapy Program Academic Standing Committee and/or the Faculty Academic Standings and Promotion Committee before the student is permitted to take the reexamination. e. The weight of reexamination is at least that of the final examination. f. The reexamination mark (as in the case of a deferred mark) will replace the original final exam mark. g. A student who does not take a reexamination within the time prescribed



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<p>and/or evaluation fails to meet promotion/graduation requirements is deemed to have failed the year and will not be allowed to continue in the program</p>	<p>by the Faculty will not be allowed to continue in the program.</p>
<p>Current 2017/2018</p>	<p>Proposed 2018/2019</p>
<p>h. A student who does not take a reexamination within the time period prescribed by the Faculty will not be allowed to continue in the program.</p>	
<p>Rationale: To change the final decision maker regarding reexaminations to the Radiation Therapy Program Academic Standings Committee and not the Program Director alone. Item g was redundant as it is already outlined in our other academic regulations that any student that doesn't meet requirements will not continue in the program.</p>	
<p>Clinical Placement Policies and Requirements: All students must comply with all Clinical Placement Policies and Requirements.</p> <p>a. Clinical Placements will be facilitated at various cancer centres in Alberta that provide radiation therapy services. Current sites are Cross Cancer Institute in Edmonton, and Tom Baker Cancer Centre in Calgary. Future sites may include Lethbridge, Red Deer and Grande Prairie. Students are responsible for their transportation to clinical placements and for the costs of travel, living and accommodations</p>	<p>Clinical Placement Policies and Requirements: All students must comply with all Clinical Placement Policies and Requirements.</p> <p>a. Clinical Placements will be facilitated at various cancer centres in Alberta that provide radiation therapy services. Students are responsible for their transportation to clinical placements and for the costs of travel, living and accommodations.</p>
<p>Rationale: As the program grows students will be expected to take part in clinical placements across the province.</p>	

Approved by FoMD Faculty Learning Committee, June 23, 2017
Approved by FoMD Faculty Council Committee, July 17, 2017