The following Motions and Documents were considered by the GFC Committee on the Learning Environment at its Wednesday, March 29, 2023 meeting:

Agenda Title: **FGSR Graduate Exams Teleconferencing**

CARRIED MOTION
THAT the Committee on the Learning Environment recommend that the General Faculties Council approve the proposed changes to the Teleconferencing Guidelines for Graduate Examinations, as set forth in Attachment 1, for implementation upon final approval and inclusion in the next *University Calendar*.

FINAL ITEM 5.

FINAL Item No. 5

Governance Executive Summary
Action Item

Agenda Title	FGSR Graduate Exams Teleconferencing

Motion

THAT the Committee on the Learning Environment recommend that the General Faculties Council approve the proposed changes to the Teleconferencing Guidelines for Graduate Examinations, as set forth in Attachment 1, for implementation upon final approval and inclusion in the next *University Calendar*.

Item

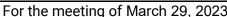| Action Requested	X Approval ☐ Recommendation
Proposed by	Roger Epp, Interim Vice-Provost and Dean, FGSR
Presenter(s)	Micah True, Associate Dean, FGSR Roger Epp, Interim Vice-Provost and Dean, FGSR

Details

Office of Administrative Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (*please be specific*)	The proposal is before the committee because FGSR is proposing changes to the Teleconferencing Guidelines for Examinations section of the calendar.
Executive Summary (*outline the specific item – and remember your audience*)	Experiences with remote exams during the COVID pandemic have shown that current calendar guidelines pertaining to teleconferencing are needlessly restrictive. When the pandemic began, fully remote exams were permitted on a temporary basis to allow exams to continue and students to complete their programs while travel restrictions and other public health measures were in place. Technologies that did not exist when the existing calendar language was written have allowed many exams to be successfully conducted remotely in the last three years, suggesting that this policy should be permanently updated. This change gives programs greater flexibility in scheduling examinations and in selecting members of the examining committee, since remote participation will no longer be restricted to only two participants in the examination. This does not alter the ability of programs to schedule in-person exams. It simply provides more options for arranging exams.
Supplementary Notes and context	*<This section is for use by University Governance only to outline governance process.>*

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	- Various bodies as part of a larger package of proposed changes. - Working Group: (Meetings: Nov. 1, 2021; Nov. 22, 2021; Jan. 17, 2022) - Micah True (Chair - Associate Dean, FGSR) - Adam Gaudry (Native Studies) - Ana Sharma (FGSR)

<For information on the protocol see the [Governance Resources section Student Participation Protocol](#)>	■ Anita Green (Nursing - Graduate Advisor) ■ Craig Heinke (Physics) ■ Kylie Heales (Business - PhD Student) ■ Mark Simpson (English & Film Studies) ■ Morris Flynn (Mechanical Eng) ■ Sujata Persad (FoMD) ■ Trish Manns (Rehab Med) ○ GPST - February 28, 2022 ○ PRC - March 9, 2022 ○ PRC - April 6, 2022 (Discussion on process) ○ GEFAC - April 7, 2022 ○ FGSR Council - March 30, 2022 (Distributed, no discussion) ○ FGSR Council - April 27, 2022 (Discussion) ○ GEFAC- May 5, 2022 ○ PRC- May 11, 2022 ○ FGSR Council- May 25, 2022 (brief update, no discussion) ○ GSA council- June 20, 2022 ● In present form: ○ Associate Deans-Education of the three colleges - Jan. 9, 2023 ○ College of Social Sciences and Humanities Associate Dean-Education and Associate Deans-Graduate of the Faculties within CSSH - Jan. 23, 2023. ○ College of Natural and Applied Sciences Associate Dean-Education, Associate Deans-Graduate of the Faculties within CNAS, and Associate Deans-Graduate of the standalone Faculties - Jan. 23, 2023. ○ College of Health Sciences Associate Dean-Education and Associate Deans-Graduate of the Faculties within CHS - Jan. 31, 2023.
Approval Route (Governance) (including meeting dates)	Approval Pathway: ● Policy Review Committee - February 16, 2023 ● Graduate Program Support Team - February 27, 2023 ● FGSR Council: March 8, 2023 ● CLE

Strategic Alignment

Alignment with *For the Public Good*	21. OBJECTIVE 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.
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing. ☐ Enrolment Management ☑ Relationship with Stakeholders ☑ Faculty and Staff ☑ Reputation ☐ Funding and Resource Management ☑ Research Enterprise ☐ IT Services, Software and Hardware ☐ Safety ☐ Leadership and Change ☑ Student Success ☐ Physical Infrastructure

FINAL Item No. 4

Legislative Compliance and jurisdiction	Post-Secondary Learning Act UofA Calendar General Faculties Council Faculty of Graduate Studies & Research

Attachments:

1. FGSR Exam Changes: Teleconferencing (for CLE, March 29, 2023)

Prepared by: Micah True (Associate Dean, FGSR) - ascdean4@ualberta.ca

2023-2024 University of Alberta Proposed Calendar Graduate Program Changes:

CURRENT	PROPOSED
Conduct of Examinations	**Conduct of Examinations**
Common Examination Protocols	**Common Examination Protocols**
[...]	[...]
Teleconferencing Guidelines for Examinations: The term 'teleconferencing' is used here generically to include all forms of distance conference facilitation including telephone, video and synchronous electronic communication.	**Teleconferencing Guidelines for Examinations:** The term 'teleconferencing' is used here generically to include all forms of distance conference facilitation including telephone, video and synchronous electronic communication.
~~Departments may wish to use teleconferencing for one or more of the examiners (including the External). No more than two participants may attend by teleconference.~~ Teleconferencing may be used ~~for master's or doctoral examinations.~~ Examiners participating in examinations by this means are considered to be in attendance.	Teleconferencing may be used for any member of an examination committee, the chair, and the student. Examiners participating in examinations by this means are considered to be in attendance.
~~Students must attend their candidacy examinations in person. In exceptional circumstances, for the final examinations, students may participate by teleconferencing. It is recommended that if the student is the remote participant, no remote committee members be used.~~	
~~Use of teleconferencing must be submitted for approval to the Dean of the department's Faculty at the time the examination committee is approved, following the Faculty's established procedures.~~	
Justification:	