



The following Motions and Documents were considered by the GFC Executive Committee at its Monday, December 05, 2016 meeting:

Agenda Title: **Proposal from the Faculty of Engineering to add ENGG 404 to the List of Courses with Consolidated Exams**

CARRIED MOTION: THAT GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of ENGG 404 Engineering Safety and Risk Management – Leadership in Risk Management to the list of courses with Consolidated Final Examination, as submitted by the Faculty of Engineering, to take effect 2017-2018.

Final Item: 8

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposal from the Faculty of Engineering to add ENGG 404 to the List of Courses with Consolidated Exams**

Motion: THAT GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of ENGG 404 Engineering Safety and Risk Management – Leadership in Risk Management to the list of courses with Consolidated Final Examination, as submitted by the Faculty of Engineering, to take effect 2017-2018.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Fraser Forbes, Dean, Faculty of Engineering
Presenter	Arvind Rajendran (Associate Chair UG, CME) Jason Carey (Associate Dean Programs and Planning, Faculty of Engineering)

Details

Responsibility	Provost and Vice-President (Academic)																																																		
The Purpose of the Proposal is (please be specific)	To add ENGG 404 to the list of courses for which consolidated final exams are scheduled.																																																		
The Impact of the Proposal is	<p>Current state: ENGG 404 is a course offered by the faculty of Engineering. Until 2016, this course was mandatory for students enrolled in Mining Engineering and Petroleum Engineering, while it was an approved program elective for many other programs. This course has been traditionally offered only in the Fall term and is well received by the students. In the past few years, two sections have been offered. The course has multiple evaluation methods: mid-terms, final exams and a small project.</p> <p>Future state: Starting 2016, all students admitted into specialized engineering programs are required to take ENGG 404. This is part of the faculty’s commitment towards educating future engineers on this very important topic. The specific terms in which each ENGG 404 is scheduled varies from one program to another. Accordingly, at steady-state, ENGG 404 will be offered in all three terms in order to accommodate all students in engineering. Based on current statistics, the projected enrollment for ENGG 404 is provided in the table below.</p> <table border="1" data-bbox="565 1537 1523 1726"> <thead> <tr> <th>Year</th> <th colspan="3">AY 2016-2017</th> <th colspan="3">AY 2017-2018</th> <th colspan="3">AY 2018-2019</th> <th colspan="3">AY 2019-2020</th> </tr> <tr> <th>Term</th> <th>F</th> <th>W</th> <th>S-S</th> <th>F</th> <th>W</th> <th>S-S</th> <th>F</th> <th>W</th> <th>S-S</th> <th>F</th> <th>W</th> <th>S-S</th> </tr> </thead> <tbody> <tr> <td>Projected enrollment</td> <td>250</td> <td>-</td> <td>-</td> <td>300</td> <td>-</td> <td>-</td> <td>570</td> <td>250</td> <td>130</td> <td>700</td> <td>320</td> <td>125</td> </tr> </tbody> </table> <p>Rationale for requesting consolidated exams: As it can be seen from the above table multiple sections become necessary to accommodate the growing numbers. For example, at steady state, we expect 700 students to be enrolled in the Fall term translating into ≈5 to 6 sections. In order to ensure consistency in the exams, a consolidated mid-term and final exam seems necessary. We are currently working with the Faculty student services to schedule consolidated mid-terms and would like to request</p>												Year	AY 2016-2017			AY 2017-2018			AY 2018-2019			AY 2019-2020			Term	F	W	S-S	F	W	S-S	F	W	S-S	F	W	S-S	Projected enrollment	250	-	-	300	-	-	570	250	130	700	320	125
Year	AY 2016-2017			AY 2017-2018			AY 2018-2019			AY 2019-2020																																									
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FINAL Item No. 8

	GFC's approval of consolidated final exams for all terms (Fall, Winter and Spr/Sum) starting from Fall 2017.
Replaces/Revises (eg, policies, resolutions)	N/A
Timeline/Implementation Date	2017/2018 academic year
Estimated Cost and funding source	N/A
Next Steps	
Supplementary Notes and context	

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)	Faculty of Engineering APC evote – approved Aug 22 2016 Faculty of Engineering ECC – approved Sept 20 2016
Approval Route (Governance) (including meeting dates)	GFC Executive Committee – December 5, 2016
Final Approver	GFC Executive 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 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)	<ol style="list-style-type: none"> Post-Secondary Learning Act (PSLA): Section 26(1)(d) of the PSLA gives GFC responsibility over “timetables for examination and for lectures and other instruction.” GFC Executive Committee Terms of Reference: Mandate of the Committee “7. Examinations b. The Executive Committee approves requests from Faculties which wish to schedule common examinations.” UAPPOL Policy: Assessment and Grading, Consolidated Final Examinations Procedure “1a. Approval of consolidated examinations Faculties will determine which courses best demonstrate the need for a consolidated final examination on a continuing basis, and request approval by the GFC Executive Committee. Approval must be obtained from the GFC Executive Committee prior to scheduling or conducting a consolidated final examination.”