

The following Motions and Documents were considered by the GFC Executive Committee at its Monday, January 13, 2020 meeting:

Agenda Title: **Proposed New Course Designator, MST, Faculty of Arts**

CARRIED MOTION:

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, a new course designator for Media Studies courses, MST, as submitted by the Faculty of Arts.

FINAL Item 4

Agenda Title: **Proposed New Course Designator, HGEO, Faculty of Science**

CARRIED MOTION:

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, a new course designator for Human Geography, HGEO, as submitted by the Faculty of Science.

FINAL Item 5

Agenda Title: **Proposed Increase to Minimum English Language Proficiency Entrance Requirement for Graduate Programs, Faculty of Graduate Studies and Research**

CARRIED MOTION:

THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed increase to the FGSR English Language Requirement as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and as set forth in attachment 3, for implementation for Fall 2021 admissions and to be published in the 2020-2021 Calendar.

FINAL Item 6

Agenda Title: **Proposal from the Faculty of Engineering to add CH E 312, Fluid Mechanics, to the List of Courses with Consolidated Exams**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of CH E 312, Fluid Mechanics, to the list of courses with Consolidated Final Examination, as submitted by the Faculty of Engineering, to take effect Winter 2020.

FINAL Item 7

Agenda Title: **Proposed Update to University Calendar Important Notice Section**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of language around liabilities related to the cancellation or interruption of academic programming into the University Calendar Important Notice section, as set forth in Attachment 1, to be published in the 2020-2021 University Calendar.

FINAL Item 8

Agenda Title: **Draft Agenda for the Next Meeting of General Faculties Council**

CARRIED MOTION:

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the January 27, 2020 meeting of General Faculties Council, as set forth in Attachment 1.

FINAL Item 14

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FINAL Item No. 4

Governance Executive Summary
Action Item

Agenda Title	Proposed New Course Designator, MST (Media Studies), Faculty of Arts
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Motion

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, a new course designator for Media Studies courses, MST, as submitted by the Faculty of Arts.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Lesley Cormack, Dean, Faculty of Arts
Presenter(s)	Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To introduce a course designator (MST) for the media studies courses which will be taught in the newly approved major in media studies.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The Bachelor of Arts (BA) in Media Studies was approved by Advanced Education July 5, 2019, effective July 1, 2020.</p> <p>New courses in the original proposal were described under the course designator MS. We would like to remove the inadvertent reference to a disease while keeping a designator which aligns with the name of the major. The new course designator MST will identify the core media studies courses as a connected set of courses dedicated to Media Studies, and provide a direct identification between the course content and the course designator.</p> <ul style="list-style-type: none"> • MST 100 – Introduction to Media Studies • MST 200 – Critical Media Studies • MST 210 – Contemporary Media Culture • MST 300 – Researching Media • MST 310 – Media Professions, Institutions and Ethics • MST 400 – Media Portfolio • MST 497 – Directed Reading in Media Studies • MST 499 – Special Topics in Media Studies <p>Administration of courses with this course designator resides in the Office of Interdisciplinary Studies in the Faculty of Arts. Courses with the MST designator will be offered Fall/Winter 2020-21.</p> <p>Next steps: The new courses will be advertised in the Arts Newsletter (emailed weekly to Arts students) and promoted at open houses, on social media, and within existing courses.</p>
Supplementary Notes and context	<i>The proposed course designator was posted in the November 20, 2019 GFC Course and Program Changes circulation. No challenges were received.</i>

Item No. 4

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<u><i>Those who are actively participating:</i></u> <ul style="list-style-type: none"> • Program faculty in Media Studies • Advising staff in Office of Interdisciplinary Studies
	<u><i>Those who have been consulted:</i></u> <ul style="list-style-type: none"> • Undergraduate Student Services, Faculty of Arts
	<u><i>Those who have been informed:</i></u> <ul style="list-style-type: none"> • Arts Faculty Council
Approval Route (Governance) (including meeting dates)	Arts Academic Affairs (October 9, 2019) for recommendation Arts Executive (November 7, 2019) GFC Policy 37: Course and Program Changes (November-December, 2019) GFC Executive Committee, January 13, 2020

Strategic Alignment

Alignment with <i>For the Public Good</i>	SUSTAIN Objective 21	
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing.	
	<input checked="" type="checkbox"/> Enrolment Management <input checked="" type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
Legislative Compliance and jurisdiction	<i>Post-Secondary Learning Act (PSLA)</i> GFC Executive Committee Terms of Reference GFC Policy 37	

Attachments (each to be numbered 1 - <>)

N/A

Prepared by: Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts;
rebecca.nagel@ualberta.ca

FINAL Item No. 5

**Governance Executive Summary
Action Item**

Agenda Title	Proposed New Course Designator, HGEO (Human Geography), Faculty of Science
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Motion

THAT the GFC Executive Committee approve, with delegated authority from General Faculties Council, a new course designator for Human Geography, HGEO, as submitted by the Faculty of Science.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Matina Kalcounis-Rueppell, Dean, Faculty of Science
Presenter(s)	Tara McGee, Associate Chair Undergraduate, Earth and Atmospheric Sciences Robert Summers, Associate Chair – Urban and Regional Planning (Earth and Atmospheric Sciences)

Details

Responsibility	Provost and Vice-President Academic
The Purpose of the Proposal is <i>(please be specific)</i>	Introduction of a new course designator of HGEO in the Department of Earth and Atmospheric Sciences
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The Department of Earth and Atmospheric Sciences introduced a new undergraduate Planning program in 2012. The program was developed by faculty in the well-established Human Geography program in EAS. When the planning program was introduced, a joint designation of HGP, standing for Human Geography and Planning, was introduced as a means to deliver courses for both the pre-existing Human Geography and the new Planning degree programs.</p> <p>In 2016, when the Planning undergraduate program went through its professional accreditation by the Professional Standards Board of Canada, this joint designation was seen to provide insufficient identity to the Planning program courses by the accreditation review committee. The Department was told that a separate Planning designator should be developed to distinguish Planning courses from Human Geography courses prior to our next accreditation review (taking place in 2021).</p> <p>When the graduate degree in Urban and Regional Planning was launched in 2017, the PLAN designator was developed. The EAS Department has advanced calendar changes to transition all of the</p>

Item No. 5

	<p>undergraduate Planning courses to the PLAN designator in the 2020-21 calendar.</p> <p>Given that HGP no longer makes sense as a designator with the shift of planning courses, the department is proposing to establish a Human Geography specific designator of HGEO.</p> <p>It is worth noting that there is no proliferation of designators as HGEO will be established and HGP will be retired.</p>
Supplementary Notes and context	<i>The proposed course designator was posted in the November 20, 2019 GFC Course and Program Changes circulation. No challenges were received.</i>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> Faculty members in the Human Geography program (McGee, Garvin, Collins, Evans) were first consulted by Summers via email in March 2019, and in subsequent discussions. Department of Earth and Atmospheric Sciences
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> The Faculty of Arts The Faculty of Science
	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none">
Approval Route (Governance) (including meeting dates)	<p>EAS Department Council April 15, 2019 Faculty of Science Associate Chairs Undergraduate meeting October 25, 2019</p> <p>GFC Executive Committee, January 13, 2020</p>

Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21											
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.											
	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Enrolment Management</td> <td><input checked="" type="checkbox"/> Relationship with Stakeholders</td> </tr> <tr> <td><input checked="" type="checkbox"/> Faculty and Staff</td> <td><input checked="" type="checkbox"/> Reputation</td> </tr> <tr> <td><input type="checkbox"/> Funding and Resource Management</td> <td><input type="checkbox"/> Research Enterprise</td> </tr> <tr> <td><input type="checkbox"/> IT Services, Software and Hardware</td> <td><input type="checkbox"/> Safety</td> </tr> <tr> <td><input type="checkbox"/> Leadership and Change</td> <td><input type="checkbox"/> Student Success</td> </tr> <tr> <td><input type="checkbox"/> Physical Infrastructure</td> <td></td> </tr> </table>	<input checked="" type="checkbox"/> Enrolment Management	<input checked="" type="checkbox"/> Relationship with Stakeholders	<input checked="" type="checkbox"/> Faculty and Staff	<input checked="" type="checkbox"/> Reputation	<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise	<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety	<input type="checkbox"/> Leadership and Change	<input type="checkbox"/> Student Success	<input type="checkbox"/> Physical Infrastructure
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<input type="checkbox"/> Leadership and Change	<input type="checkbox"/> Student Success											
<input type="checkbox"/> Physical Infrastructure												
Legislative Compliance and jurisdiction	<p><i>Post-Secondary Learning Act</i> GFC Executive Committee Terms of Reference GFC Policy 37</p>											

Attachments

N/A

Prepared by:

Tara McGee, Associate Chair Undergraduate, tmcgee@ualberta.ca

Robert Summers, Associate Chair Planning, bob.summers@ualberta.ca

FINAL Item No. 6

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Increase to Minimum English Language Proficiency Entrance Requirement for Graduate Programs, Faculty of Graduate Studies and Research
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Motion

<p>THAT the GFC Executive Committee recommend that General Faculties Council approve the proposed increase to the FGSR English Language Requirement as recommended by the GFC Academic Standards Committee, as submitted by the Faculty of Graduate Studies and Research and as set forth in attachment 3, for implementation for Fall 2021 admissions and to be published in the 2020-2021 Calendar.</p>

Item

Action Requested	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	Brooke Milne, Dean and Vice Provost, Faculty of Graduate Studies and Research
Presenter(s)	Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to increase the minimum IELTS band score for graduate admission.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>FGSR is proposing to raise the minimum IELTS band score from 5.5 to 6.0. The minimum overall IELTS score would remain at 6.5.</p> <p>The increase is proposed in order to align the FGSR minimum with the proposed new undergraduate level. Graduate students at this University should meet the same English Language proficiency requirement as the undergraduate students that many of them will be teaching. It is also important for FGSR to stay competitive with other top universities in Canada.</p> <p>Higher ELP scores will ensure graduate students are better prepared to undertake graduate studies and research in English.</p> <p>Many graduate programs currently require higher scores than the FGSR minimum – these are reflected in their calendar entries.</p> <p>This increase is being proposed for implementation for Fall 2021 admissions.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> Faculty of Graduate Studies and Research
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> Office of the Registrar September 3 2019 Policy Review Committee (sub-committee of FGSR Council), which includes GSA representation and the Office of the Student Ombuds September 4 2019
	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none">
<p>Approval Route (Governance) (including meeting dates)</p>	<p>FGSR Policy Review Committee September 4, 2019 FGSR Council October 16, 2019 ASC November 21, 2019 APC November 27 (for information) GFC Executive Committee January 13, 2020 GFC January 27, 2020</p>

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>Values We value excellence in teaching, research, and creative activity that enriches learning experiences, advances knowledge, inspires engaged citizenship, and promotes the public good. We value learners at all stages of life and strive to provide an intellectually rewarding educational environment for all. Build GOAL: Build a diverse, inclusive community of exceptional students, faculty and staff from Alberta, Canada, and the world.</p>		
<p>Alignment with Institutional Risk Indicator</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0"> <tr> <td> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td> <input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>	<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success		
<p>Legislative Compliance and jurisdiction</p>	<p>Post-Secondary Learning Act (PSLA) GFC Academic Standards Committee Terms of Reference GFC ASC Subcommittee on Standards Terms of Reference GFC Executive Committee Terms of Reference GFC Terms of Reference</p>		

Attachments (each to be numbered 1 - <->)

- Attachment 1 Case for Action
- Attachment 2 Comparison chart
- Attachment 3 FGSR Calendar Change Request form

Prepared by: Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca

**Changes to the Graduate ELP requirement
Case for Action
Fall 2019**

Context:

For graduate programs, FGSR sets a minimum standard for English Language Proficiency. Departments may set their own ELP standards as higher than that of FGSR. These higher minimum requirements are reflected in their individual calendar entries.

Currently, 49 of 72 graduate programs have an approved higher ELP standard. Only 23 use the FGSR minimum requirement for admitting students. A further seven currently list a minimum IELTS band score of 5.5 in their entrance requirements.

Background:

In February 2018 FGSR Council discussed a proposal to raise the IELTS minimum band score from 5.0 to 6.0. Some council members saw the increase as a mechanism to better student success; others felt there could be significant impact on programs admitting students with band scores between 5.0 and 6.0. Council was also encouraged to look at our U15 comparators, many of whom require higher band scores.

The conversation continued at September 2018 Council. It was felt at the time that a jump in band score from 5.0 to 6.0 was too large to be absorbed all at once. It was further suggested that individual departments could raise their minimum requirements if they chose.

In October 2018 FGSR Council approved an increase in the IELTS minimum band score to 5.5 to align with the minimum requirement for undergraduate students. It was felt graduate students should meet at least the same minimum requirements as the undergraduate students many of them teach.

In March 2019 FGSR Council approved an increase to TOEFL, CAEL and Pearson minimum overall scores, and TOEFL, MELAB and Pearson minimum band scores, in order to align with the undergraduate values and to bring FGSR in line with our comparators.

Proposed increase:

FGSR is now proposing to raise the IELTS minimum band score from 5.5 to 6.0 on the same grounds as our previously approved increases:

- Our minimum band score of 5.5 is among the lowest requirements of our comparators. Raising our minimum band score to 6.0 would better align with our comparators. Our current overall requirement of 6.5 puts us level with the majority of our comparators, although three require higher scores.
- The Registrar's office is proposing an increase to the undergraduate IELTS minimum band score to 6.0. It has been established at FGSR Council that graduate students should meet the same ELP standard as undergraduates.

Consultation

This proposal was reviewed at the FGSR Policy Review Committee on September 4, 2019. There were no objections raised. Membership on PRC includes representation from GSA and from the Office of the Ombuds. The Ombuds noted it is to the students' advantage to enter a graduate program requiring a higher ELP value at the start, as often they meet with students who have progressed to the writing stage of their program and then encounter difficulty with the language.

The proposal was passed by FGSR Council October 16, 2019. There were no objections raised.

Comparator English Language Proficiency Requirements
Accurate as of August 2019

	Current undergrad minimum requirement	Current FGSR minimum requirement (individual departments may require higher scores)	Proposed FGSR change	UBC Graduate admissions	University of Toronto Graduate admissions	McGill Graduate admissions	McMaster Graduate admissions	Waterloo Graduate admissions	Queens Graduate admissions	UWO Graduate admissions	U Calgary Graduate admissions
TOEFL (ibT) OVERALL	90	90 **		90	93	86	92	90	88	86	86
TOEFL minimum band score	minimum band score of 21	minimum band score of 21**		22 (reading, listening) and 21 (writing, speaking)	22 in writing, speaking	no band less than 20		25 in writing and speaking	24 writing, 22 speaking and reading, 20 listening	No band less than 20	no band score less than 20
IELTS OVERALL Score	6.5	6.5		6.5	7.0	6.5	6.5	7.0	7.0	6.0	6.5
IELTS Minimum band schore	minimum band score of 5.5***	minimum band score of 5.5 *	Minimum band score of 6.0 for publication in the 2020-2021 calendar and effective for Fall 2021 admissions	6.0 each component	at least 6.5 for each component		5.5 in each section	6.5 in writing and speaking			no section less than 6.0

*Increase in IELTS minimum band score from 5.0 to 5.5 was approved by Academic Planning Committee December 12, 2018 for implementation for Fall 2019 admissions.

** Increase in TOEFL overall and band scores for implementation for Fall 2020 admissions and for publication in the 2020-2021 Calendar. Approval pending GFC Sept 23 2019

*** RO is proposing an increase to the undergraduate IELTS minimum band score to 6.0 for the 2020-2021 calendar and to be effective for Fall 2021 admissions

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

2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:

FGSR is proposing the following change to the minimum acceptable English Language Proficiency scores:

- Raise the minimum IELTS band score to 6.0

This change is proposed to keep FGSR minimum ELP scores level with the minimum acceptable undergraduate scores, and is for publication in the 2020-2021 calendar and for implementation for Fall 2021 admissions.

<p style="text-align: center;">Current **</p> <p>(sections highlighted in grey were approved by the Board Sept 23, 2019 for publication in the 2020-2021 calendar and for Fall 2020 admissions)</p>	<p style="text-align: center;">Proposed</p>
<p>Regulations of the Faculty of Graduate Studies and Research</p> <p>[...]</p> <p>English Language Requirement</p> <p>[...]</p> <p>The FGSR minimum acceptable scores are:</p> <ul style="list-style-type: none"> • TOEFL: total score of 90 with a score of at least 21 on each of the individual skill areas (internet-based) or equivalent • MELAB: 85 with a minimum band score of 80 and a minimum score of 3 on the speaking component • Academic IELTS: 6.5, with at least 5.5 on each test band. • CAEL: overall 70 with at least 60 on each subtest. • PTE Academic: 61 with a minimum band score of 60. <p>[...]</p>	<p>Regulations of the Faculty of Graduate Studies and Research</p> <p>[...]</p> <p>English Language Requirement</p> <p>[...]</p> <p>The FGSR minimum acceptable scores are:</p> <ul style="list-style-type: none"> • TOEFL: total score of 90 with a score of at least 21 on each of the individual skill areas (internet-based) or equivalent • MELAB: 85 with a minimum band score of 80 and a minimum score of 3 on the speaking component • Academic IELTS: 6.5, with at least 6.0 on each test band. • CAEL: overall 70 with at least 60 on each subtest. • PTE Academic: 61 with a minimum band score of 60. <p>[...]</p>
<p>Justification: See Case for Action</p> <p>Approved by: FGSR Council October 16 2019</p>	

FINAL Item No. 7

Governance Executive Summary
Action Item

Agenda Title	Proposal from the Faculty of Engineering to add CH E 312, Fluid Mechanics, to the List of Courses with Consolidated Exams
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Motion

<p>THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of CH E 312, Fluid Mechanics, to the list of courses with Consolidated Final Examination, as submitted by the Faculty of Engineering, to take effect Winter 2020.</p>

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Faculty of Engineering
Presenter(s)	Anthony Yeung, Associate Chair, Chemical and Materials Engineering, Faculty of Engineering

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to request approval for a consolidated exam for CHE 312 in the Winter term.....
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>CH E 312 – Fluid mechanics is a course offered by the Department of Chemical and Materials Engineering, that is a required course for students enrolled in the following programs: Chemical Engineering (Regular and Co-op plans , Computer Process Control Option, Oil Sands elective stream), Materials Engineering (Regular and Co-op plans), Mining Engineering (Regular and co-op plans), Petroleum Engineering (Regular and co-op plans). Students in multiple programs take this course in the Winter Program. Owing to the specific time-tabling, that is specific to each program (and options), and to keep the class sizes at a level that is conducive for effective teaching, two sections are offered in the Winter term (In other terms one section has been sufficient to meet the needs). Depending on the admission numbers, the total number of students enrolled in this course in the winter term can exceed 180.</p> <p>As a part of the department/faculty’s initiative to coordinate multi-section courses, we propose to offer consolidated mid-terms and final exams for this course. This was also a part of our commitment to the Canadian Engineering Accreditation board that visited us recently. The move will allow us to offer uniform contents and testing for all students registered in this course. This will also ensure that that the course learning outcomes are consistently met. We have successfully implemented such models within the department through CHE 243, MATE 202 and ENGG 404. Hence, we would have the necessary experience to transition smoothly.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

Item No. 7

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> The motion was approved unanimously by Department Council of Chemical and Materials Engineering (Feb 7, 2019) The motion was approved unanimously by Academic Planning committee of the Faculty of Engineering (Mar 19, 2019) <p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> Anna Vocioni, Assistant Registrar at the Office of the Registrar, was consulted (Apr 9 2019) <p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> Faculty members of the Department of Chemical and Materials Engineering through Department council meeting (Feb 7, 2019) Associate Chair of Civil and Environmental Engineering through Academic Planning Committee(Mar 19, 2019)
<p>Approval Route (Governance) (including meeting dates)</p>	<ul style="list-style-type: none"> The motion was approved unanimously by Department Council of Chemical and Materials Engineering (Feb 7, 2019) The motion was approved unanimously by Academic Planning committee of the Faculty of Engineering (Mar 19, 2019) GFC Executive Committee (*****)

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>For the public Good</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><i>Objective 21:</i> 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>Consolidate unit review and strategic planning processes, and where possible align with accreditation processes, to ensure efficient assessment practices.</p>			
<p>Alignment with Institutional Risk Indicator</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0" data-bbox="570 1444 1541 1654"> <tr> <td data-bbox="570 1444 1089 1654"> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td data-bbox="1089 1444 1541 1654"> <input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
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<p>Legislative Compliance and jurisdiction</p>	<p>Post-Secondary Learning Act GFC Executive Committee terms of reference</p>			

Attachments- None

Prepared by: Arvind Rajendran, Associate Chair (Undergrad), arvind.rajendran@ualberta.ca

Governance Executive Summary
Action Item

Agenda Title	Proposed Update to University Calendar Important Notice Section
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Motion

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of language around liabilities related to the cancellation or interruption of academic programming into the University Calendar Important Notice section, as set forth in Attachment 1, to be published in the 2020-2021 University Calendar.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, Vice-Provost and University Registrar
Presenter(s)	Melissa Padfield, Vice-Provost and University Registrar

Details

Responsibility	Office of the Registrar
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to approve the addition of language that specifies under what circumstances the University is not liable for any losses or damages resulting from cancellation or interruption of academic programming.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>This proposal provides additional language to be added to the University Calendar under the Important Notice section around liabilities for losses or damages resulting from interruption or cancellation of academic programming due to a variety of reasons.</p> <p>In early 2019 legislation in Alberta was changed resulting in the ability for legal work stoppages to occur. As a result of this change, the Important Notice section of the University Calendar needs to be updated to add specificity to our liability statement. The Office of the Registrar conducted an environmental scan of U15 institutions across Canada and has redrafted the wording in our Important Notice section to reflect best practice. The results of this environmental scan show that we need to increase the specificity of our statement by adding more specific examples to the kind of disruptions that could be possible. The spirit of the statement has not changed.</p>
Supplementary Notes and context	<i><This section is for use by University Governance only to outline governance process.></i>

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	<u>Those who are actively participating:</u>
	<ul style="list-style-type: none"> • Office of the Registrar • Office of the General Counsel
	<u>Those who have been consulted:</u>
	<ul style="list-style-type: none"> • Office of the Provost

Item No. 8

<For information on the protocol see the Governance Resources section Student Participation Protocol >	<p><u><i>Those who have been informed:</i></u></p> <ul style="list-style-type: none"> • University of Alberta Students' Union (December 19, 2019) • University of Alberta Graduate Students' Association (December 19, 2019) • Office of Insurance and Risk Assessment (December 19, 2019)
Approval Route (Governance) (including meeting dates)	GFC Executive Committee – January 13, 2020

Strategic Alignment

Alignment with <i>For the Public Good</i>	<p>This change most closely aligns with the goal of Sustain – 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>Specifically, it relates to 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>By making this change the expectations and responsibilities of the University will be more clear as it relates to any future work stoppages, strikes, or lockouts.</p>			
Alignment with Core Risk Area	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0" data-bbox="570 1073 1539 1283"> <tr> <td data-bbox="570 1073 1084 1283"> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td data-bbox="1084 1073 1539 1283"> <input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
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Legislative Compliance and jurisdiction	<p>Post-Secondary Learning Act (PSLA) GFC Executive Committee Terms of Reference GFC Policy 25: Calendar Changes</p>			

Attachments (each to be numbered 1 - 2)

1. Attachment 1 (1 page) – Proposed Calendar Copy
2. Attachment 2 (2 pages) – Environmental Scan

Prepared by: Jane Lee, Assistant Registrar, Student Services & University Calendar, jane.lee@ualberta.ca

Update to the Important Notice Section of the University Calendar

Current Calendar Copy	Proposed Calendar Copy
<p>Important Notice</p> <p>...</p> <p>The Calendar sets forth the intention of the University at the time the Calendar was prepared. While the University of Alberta makes reasonable efforts to ensure that the content of the Calendar is accurate, the University of Alberta reserves the right, subject to the authority of General Faculties Council, to make whatever changes it considers necessary to the information referenced in the Calendar or referenced in other documents relating to admission and registration including, but not limited to, the elimination of or changes to courses, programs, organizational structure, tuition and fees, entrance standards, academic standards, degree requirements, University policies, regulations, codes of behaviour and rules. All of the changes referred to above may be made by the University without notice to students or prospective students, although the University of Alberta shall make reasonable efforts to provide notice of such changes to students as soon as practicable.</p> <p>The University is not liable to anyone who may suffer any loss or damages of any type arising from such changes including any loss or damages arising from the interruption of academic activities.</p> <p>The Calendar shall be interpreted and construed in accordance with the laws of the Province of Alberta and the laws of Canada applicable therein, and the Courts of the Province of Alberta</p>	<p>Important Notice</p> <p>...</p> <p>The Calendar sets forth the intention of the University at the time the Calendar was prepared. While the University of Alberta makes reasonable efforts to ensure that the content of the Calendar is accurate, the University of Alberta reserves the right, subject to the authority of General Faculties Council, to make whatever changes it considers necessary to the information referenced in the Calendar or referenced in other documents relating to admission and registration including, but not limited to, the elimination of or changes to courses, programs, organizational structure, tuition and fees, entrance standards, academic standards, degree requirements, University policies, regulations, codes of behaviour and rules. All of the changes referred to above may be made by the University without notice to students or prospective students, although the University of Alberta shall make reasonable efforts to provide notice of such changes to students as soon as practicable.</p> <p>The University is not liable to anyone who may suffer any loss or damages of any type arising from such changes including any loss or damages arising from the interruption of academic activities. nor from any loss or damages arising from an interruption in, delays in, or termination of its services, courses, or classes by reason of force majeure, pandemics, public health emergencies, fire, flood, riots, war, strikes, lockouts, job action, damage to University property, major building failures and/or closures, financial exigency, or any events beyond the reasonable control of the University.</p> <p>The University also disclaims any and all liability for damages arising as a result of errors, interruptions, or disruptions to operations or connected with its operations or its campuses, arising out of computer failure or non-compliance of its computing systems.</p> <p>In the event of a discrepancy between a print/downloaded version and the Web version, the Web version of the Calendar will apply.</p> <p>The Calendar shall be interpreted and construed in accordance with the laws of the Province of Alberta and the laws of Canada applicable therein, and the Courts of the Province of Alberta shall</p>

shall have exclusive jurisdiction over any disputes arising hereunder.

...

have exclusive jurisdiction over any disputes arising hereunder.

...

Environmental Scan – Important Notice Section of University Calendars across Canada

University of Manitoba 2018-19 Calendar > Important Notice	<p>No liability shall be incurred by the University of Manitoba for any loss or damage suffered or incurred by any student, or any party claiming through or under any student, as a result of delays in, or termination of, services, courses or classes by acts of God, fires, floods, riots, wars, strikes or lockouts, damage to university property, financial exigency, or any occurrence beyond the reasonable control of the university. Further, the University of Manitoba shall not be liable for any losses or damage suffered by a student who discloses his/her personal identification number (PIN) to anyone other than a university employee in the course of registration.</p>
York University 2018-19 Calendar > Disclaimer	<p>York University disclaims all responsibility and liability for loss or damage suffered or incurred by any student or other individual, person or group as a result of delays in or termination of its services, courses or classes by reason of force majeure, public health emergencies, pandemic, fire, flood, riots, war, labour disputes, strikes, lock-outs, damage to University property, financial exigency or other events beyond the reasonable control of the University.</p> <p>York University disclaims any and all liability to any student or any other individual, person or group for damages arising as a result of errors, interruptions or disruptions to operations or connected with its operations or its campuses, arising out of computer failure or non-compliance of its computing systems.</p>
University of Calgary 2019-20 Calendar > Important Notice and Disclaimer	<p>This wording has been in place since 2008-2009 Calendar (when they migrated to an online version). Archived Calendars do not show this wording, but there are some documents that were not fully archived.</p> <p>The University of Calgary disclaims all responsibility and liability for loss or damage suffered or incurred by any student or other party as a result of delays in or termination of its services, courses, or classes by reason of force majeure, pandemics, public health emergencies, fire, flood, riots, war, strikes, lockouts, damage to University property, financial exigency or other events beyond the reasonable control of the University. The University also disclaims any and all liability for damages arising as a result of errors, interruptions or disruptions to operations or connected with its operations or its campuses, arising out of computer failure or non-compliance of its computing systems.</p>
UBC 2019-20 Academic Calendar > Campus- wide Policies and Regulations > Cancellation of Classes	<p>The University accepts no responsibility for the cancellation or discontinuance of any class or course of instruction which may be made necessary or desirable as a result of an act of God, fire, riot, lock-out, stoppage of work or slow-down, labour disturbances, lack of funds, the operation of law, or other causes of the kind.</p>
University of Waterloo 2019-20 Academic Calendar	<p>The University reserves the right to require a student to withdraw from a course or courses for academic or other reasons.</p> <p>In the event that the University must take decisions in face of major disruptive events beyond its control, it will do so on the direction of medical or other authorities as appropriate, and will use its best efforts to minimize the academic consequences to its students.</p>
McGill 2018-19 Undergraduate Calendar (p.3)	<p>Notwithstanding any other provision of the publication, it is expressly understood by all students that McGill University accepts no responsibility to provide any course of instruction, program or class, residential or other services including the</p>

	normal range of academic, residential and/or other services in circumstances of utility interruptions, fire, flood, strikes, work stoppages, labour disputes, war, insurrection, the operation of law or acts of God or any other cause (whether similar or dissimilar to those enumerated) which reasonably prevent their provision.
University of Toronto Faculty of Applied Science & Engineering > Important Notices	The University will not be liable for any interruption in, or cancellation of, any academic activities as set forth in this calendar and related information where such interruption is caused by fire, strike, lock-out, inability to procure materials or trades, restrictive laws or governmental regulations, actions taken by faculty, staff or students of the University or by others, civil unrest or disobedience, or any other cause of any kind beyond the reasonable control of the University.
McMaster University	The University will not be liable for any interruption in, or cancellation of, any academic activities as set forth in this Calendar and related information where such interruption is caused by fire, strike, lock-out, inability to procure materials or trades, restrictive laws or governmental regulations, actions taken by the faculty, staff or students of the University or by others, civil unrest or disobedience, or any other cause of any kind beyond the reasonable control of the University.
University of Guelph 2019-20 Undergraduate Calendar > Disclaimer	The information published in this Undergraduate Calendar outlines the rules, regulations, curricula, programs and fees for the 2019-2020 academic year, including the Summer Semester 2019, the Fall Semester 2019 and the Winter Semester 2020. The University reserves the right to change without notice any information contained in this calendar, including fees, any rule or regulation pertaining to the standards for admission to, the requirements for the continuation of study in, and the requirements for the granting of degrees or diplomas in any or all of its programs. The publication of information in this calendar does not bind the University to the provision of courses, programs, schedules of studies, or facilities as listed herein. The University will not be liable for any interruption in, or cancellation of, any academic activities as set forth in this calendar and related information where such interruption is caused by fire, strike, lock-out, inability to procure materials or trades, restrictive laws or governmental regulations, actions taken by faculty, staff or students of the University or by others, civil unrest or disobedience, public health emergencies, or any other cause of any kind beyond the reasonable control of the University. In the event of a discrepancy between a print version (downloaded) and the Web version, the Web version will apply, Published by: Enrolment Services

Governance Executive Summary
Action Item

Agenda Title	Draft Agenda for the January 27, 2020 Meeting of General Faculties Council (GFC)
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Motion

THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the Agenda for the January 27, 2020 meeting of General Faculties Council, as set forth in Attachment 1.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	David Turpin, President and Chair, GFC Executive Committee
Presenter(s)	Steven Dew, Provost and Vice-President (Academic) and Acting Chair, GFC Executive Committee

Details

Responsibility	GFC Executive Committee
The Purpose of the Proposal is <i>(please be specific)</i>	To approve the Agenda for the GFC meeting to be held on Monday, January 27, 2020.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	The GFC Executive Committee is responsible for the preparation of the agenda for all regular and special meetings of General Faculties Council, ensuring items are ready to be presented to GFC and are ordered and timed appropriately.
Supplementary Notes	

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)	<u><i>Those who are actively participating:</i></u> David Turpin, President and Vice-Chancellor and Chair, GFC Executive Committee Office of the President Office of the Provost and Vice-President (Academic) University Governance GFC Executive Committee
Approval Route (Governance)	GFC Executive Committee – January 13, 2020

Strategic Alignment

Alignment with <i>For the Public Good</i>	Objective 21		
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing. <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td style="vertical-align: top;"> <input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success </td> </tr> </table>	<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input checked="" type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success
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Legislative Compliance and jurisdiction	<i>Post-Secondary Learning Act (PSLA)</i> GFC Executive Committee Terms of Reference		

Attachment 1: Draft Agenda for the General Faculties Council Meeting of January 27, 2020

Prepared by: Heather Richholt, Assistant Secretary to GFC, heather.richholt@ualberta.ca