



General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, September 21, 2017
2-31 South Academic Building (SAB)
10:00 AM - 12:00 PM

ATTENDEES:

Voting:

Tammy Hopper, Chair
Radim Barta
Dion Brocks
Deborah Burshtyn
Jason Carey
Sandra Davidson
Faith Davis
Gerda de Vries
Fay Fletcher
Clive Hickson

Scott Jeffrey
Andras Marosi
Karsten Mundel
Rebecca Nagel
Melissa Padfield
Shirley Schipper
Shane Scott
Natalie Sharpe
Alexander Wong
Non-voting:
Norma Rodenburg

REGRETS:

Janice Causgrove Dunn
Bernadette Martin
Paulin Mulatris
Carla Peck

Staff:

Marion Haggarty-France
Meg Brolley
Andrea Patrick

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Presenter(s): Tammy Hopper, Chair

Discussion:

The Chair proposed moving Item 6: Proposed Changes to International Baccalaureate (IB) and Advanced Placement (AP) Courses for Advanced Standing reflected in Admissions Charts 4 and 5 of the University Calendar into Item 5: Omnibus Motion.

Motion: Jeffrey/Padfield

THAT the GFC Academic Standards Committee approve the agenda, as amended.

CARRIED

2. Approval of the Open Session Minutes of June 15, 2017

Materials before members are contained in the official meeting file.

Motion: Barta/Padfield

THAT the GFC Academic Standards Committee approve the Minutes of June 15, 2017.

CARRIED

3. Comments from the Chair

The Chair welcomed all to the 2017-2018 academic year and invited members to introduce themselves.

Dr Hopper updated members on the activities of the ASC Subcommittee on Standards (SOS) Section 37 Working Group which is reviewing the minor course and program changes process. She also reported that the Ministry of Advanced Education is currently revising program templates and has asked the university for feedback.

4. Committee Kick-Off and Orientation 2017-2018

Materials before members are contained in the official meeting file.

Presenter(s): Marion Haggarty-France, University Secretary; Meg Brolley, GFC Secretary and Manager of GFC Services

Purpose of the Proposal: To provide committee members with an overview of the principles under which GFC operates and how these inform the work and functioning of the committee. To orient members to the committee's mandate, terms of reference, procedures and to committee member roles and responsibilities.

Discussion:

Ms Haggarty-France and Ms Brolley provided members with a high level overview of the university's governance structure. Members were provided with an orientation to GFC's approved principles of delegated authority and committee composition and the significance of these documents to the structure and functioning of ASC. In addition, the roles and responsibilities of members and procedural rules were reviewed. Finally, the mandate and responsibilities of ASC were discussed and the recommendations of the ad hoc committee for changes to the committee's terms of reference were introduced.

During the discussion, a question arose regarding a formal mechanism to refer strategic matters to GFC.

ACTION ITEMS

5. Items Deemed Minor/Editorial

The Following Proposal(s) are Deemed Minor/Editorial (GFC ASC's Terms of Reference (Mandate)(3.A.i and iii) by the Vice-Provost (Programs) and Chair, GFC ASC, and are APPROVED UNDER DELEGATED AUTHORITY FROM GFC IN A SINGLE OMNIBUS MOTION.

Materials before members are contained in the official meeting file.

Presenter(s): Tammy Hopper, Chair

Discussion:

The Chair reminded members that Item 6: Proposed Changes to International Baccalaureate (IB) and Advanced Placement (AP) Courses for Advanced Standing reflected in Admissions Charts 4 and 5 of the University Calendar had been added to the Omnibus Motion as Item 5D. There was no further discussion.

Omnibus Motion: Carey/Mundel

5A. Approval of Transfer Credits for September 2017

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council,

approve the proposed Approval of Transfer Credit for September 2017 as submitted by the Office of the Registrar, to take effect on final approval.

CARRIED

5B. Faculty of Arts: Changes to Existing Admission Requirements for BA Honors Philosophy

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the proposed Changes to Existing Admission Requirements for the BA Honors Philosophy, as submitted by the Faculty of Arts, to take effect 2018/19.

CARRIED

5C. Faculty of Nursing: Changes to Existing Admission Requirements for the BSc in Nursing – Bilingual Program/Baccalauréat ès sciences infirmières (bilingue)

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the proposed Changes to Existing Admission Requirements for the BSc in Nursing – Bilingual Program/Baccalauréat ès sciences infirmières (bilingue), as submitted by the Faculty of Nursing, to take effect 2018/19.

CARRIED

6. Proposed Changes to International Baccalaureate (IB) and Advanced Placement (AP) Courses for Advanced Standing reflected in Admissions Charts 4 and 5 of the University Calendar

THAT the GFC Academic Standards Committee, under delegated authority from General Faculties Council, approve the proposed changes to International Baccalaureate (IB) and Advanced Placement (AP) Courses for Advanced Standing as reflected in Admissions Charts 4 and 5 of the University Calendar, as submitted by the Office of the Registrar, and as set forth in Attachments 1 and 2, to take effect upon approval.

CARRIED

DISCUSSION ITEMS

6. Review of ASC Terms of Reference

Materials before members are contained in the official meeting file.

Presenter(s): Tammy Hopper, Chair; Meg Brolley, GFC Secretary and Manager of GFC Services

Purpose of the Proposal: To discuss the committee's current terms of reference with a specific focus on whether some responsibilities would be better placed with the Committee on the Learning Environment, and to confirm that sections around IB/AP and the Alberta Transfer Guide were appropriate.

Discussion:

The Chair led members through an initial discussion of a number of items within the committee's current terms of reference and whether there would be advantages to moving some to the Committee on the Learning Environment. Ms Brolley provided a brief overview of the mandate of the (CLE): teaching, learning, and the learning environment.

Members expressed concern about moving items to CLE which have a regulatory focus, that not all Faculties are represented at CLE, and that members deal with many of the questions related to these items on a regular basis. Members also noted that evaluation and grading are part of teaching and learning, and that there is scholarship around assessment. Members also discussed how the two committees could work together on items of joint concern and whether one committee could provide a recommendation to the other on such items. The

Chair noted that the work and mandate of ASC and CLE are intertwined and used the recent example of proposed changes the calendar section around course outlines.

On the issue of the Alberta Transfer Guide, the Chair reported that work on transfers is an ongoing endeavour at the university, as well at the Ministry of Advanced Education. The Chair noted that the discussion surrounding transfers would be paused pending certain key directions by ACAT.

Members discussed why consolidated examinations fall under GFC's purview as it appears to be primarily operational. Ms Brolley pointed out the current UAPPOL procedures in place which point to the GFC Executive Committee for oversight. She also noted that consolidated examinations impact students.

The Chair, noting time constraints, ended the discussion but noted that the item would be brought back for further deliberation.

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

There were no documents.

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

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

Discussion:

Ms Peters provided an update on programs currently being considered by the Provincial Government:

Recently Approved:

(New) University Certificate in Digital Learning approved by BLDC February 29, 2016

(New) Specialization in Human Resource Management in the Techniques en Administration des affaires program - Centre collégial de l'Alberta approved by APC January 18, 2017

(New) Freestanding For-Credit University Certificate in Teaching Students with Complex Communication Needs, Faculty of Education approved by BLDC February 27, 2017

Suspension of the Combined BSc in Education (Elementary) and (Secondary) and BSc Human Ecology program

To be Proposed to Government:

(New) Load Change in BSc Dental Hygiene: Substantive changes approved by APC November 16, 2016; Published in 2017-18 calendar, first intake of students in September 2017

Currently with AE undergoing System Coordination Review:

(New) Health Care Aide (Préposé aux soins de santé (PSS) Certificate Program, Centre collégial de l'Alberta, Campus Saint-Jean approved by APC April 19, 2017

Currently with CAQC undergoing Quality Review:

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

External reviews requested:

University of Lethbridge for a new specialization in its Master of Arts program (Cultural Resource Management)

8. Question Period

A member sought clarification around revisions to Item 6: Proposed Changes to International Baccalaureate (IB) and Advanced Placement (AP) Courses for Advanced Standing reflected in Admissions Charts 4 and 5 of the University Calendar.

INFORMATION REPORTS

9. Items Approved by the GFC Academic Standards Committee by email ballots (non-debatable)

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

11. Adjournment

The Chair adjourned the meeting at 11:45 a.m.