

The following Motions and Documents were considered by the GFC Executive Committee at its Monday, September 10, 2018 meeting:

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Agenda Title: **Proposed New Course Designator of DH (Digital Humanities) in the Faculty of Arts**

CARRIED MOTION: THAT the GFC Executive Committee approve, with delegated authority from the General Faculties Council, the new course designator DH for Digital Humanities courses, to take effect for Fall 2019.

Final Item 6

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Agenda Title: **Proposed New Course Designator of SANSK (Sanskrit) in the Faculty of Arts**

CARRIED MOTION: THAT the GFC Executive Committee approve, with delegated authority from the General Faculties Council, the new course designator SANSK for Sanskrit language courses, to take effect for Fall 2019.

Final Item 7

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Agenda Title: **Proposed New Course Designator of EPE (Éducation à la petite enfance) in Centre collégial de l'Alberta, Faculté Saint-Jean**

CARRIED MOTION: THAT the GFC Executive Committee, under delegated authority from General Faculties Council, approve the new course designator of EPE (Éducation à la petite enfance) in Centre collégial de l'Alberta, to take effect upon approval.

Final Item 8

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Agenda Title: **Proposal from the Faculté Saint-Jean to add EDU P 242, EDU P 243 and EDU F 244 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 EDU P 242, EDU P 243 and EDU F 244 to the list of courses with Consolidated Final Examinations, as submitted by the Faculty Saint-Jean, to take effect 2018-2019.

Final Item 9

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Agenda Title: **Proposed changes to Chair Selection committee composition, Faculty of Rehabilitation Medicine**

CARRIED MOTION: THAT the GFC Executive, with delegated authority from General Faculties Council, approve the addition of the Associate Dean Research to the Faculty of Rehabilitation Medicine (FRM) Chair Selection Committees and approve the addition of an ATS representative from the department concerned to the FRM Chair Selection Committees.

Final Item 10

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Agenda Title: **Proposed Chair for October 22, 2018 GFC Meeting**

CARRIED MOTION: THAT the GFC Executive Committee, acting as the executive body of General Faculties

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Council, approve that, in the absence of the President and Provost, the Faculty Dean serving on the GFC Executive Committee shall chair General Faculties Council.

Final Item 11

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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 September 24, 2018 meeting of General Faculties Council (GFC), as set forth in Attachment 1.

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**Governance Executive Summary**  
**Action Item**

Agenda Title: **Proposed New Course Designator of DH (Digital Humanities) in the Faculty of Arts**

**Motion:** THAT the GFC Executive Committee approve, with delegated authority from the General Faculties Council, the new course designator DH for Digital Humanities courses, to take effect for Fall 2019.

**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)

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To introduce a new course designator DH (Digital Humanities) to replace the current HUCO (Humanities Computing) designator.
Executive Summary <i>(outline the specific item– and remember your audience)</i>	<p>The Ministry of Advanced Education approved the name change of the MA program in Humanities Computing from Humanities Computing to Digital Humanities in May 2018, effective July 1, 2018. DH is the accepted abbreviation in the field globally, so a congruent course designator is desirable.</p> <p>The existing courses HUCO 500, HUCO 510, HUCO 520, HUCO 530, HUCO 617, and HUCO 618 will be renamed DH 500, DH 510, DH 520, DH 530, DH 617, and DH 618.</p> <p>The new course designator will be advertised in the Arts Newsletter and promoted at open houses, on social media, and within existing courses. Arts will work with the Faculty of Graduate Studies and Research and the Office of the Registrar to update information for prospective students.</p>
Supplementary Notes and context	

**Engagement and Routing** (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p>&lt;For information on the protocol see the <a href="#">Governance Toolkit section Student Participation Protocol</a>&gt;</p>	<p><b><u>Those who are actively participating:</u></b></p> <ul style="list-style-type: none"> <li>• Program faculty in Digital Humanities</li> <li>• Office of Interdisciplinary Studies, Faculty of Arts</li> <li>• Faculty of Graduate Studies and Research</li> </ul> <p><b><u>Those who have been consulted:</u></b></p> <ul style="list-style-type: none"> <li>• Arts Undergraduate Student Services (March 13, 2018)</li> <li>• Anna Vocioni, Office of the Registrar (June 25, 2018)</li> </ul> <p><b><u>Those who have been informed:</u></b></p> <ul style="list-style-type: none"> <li>• Ministry of Advanced Education</li> <li>• The proposed course designator DH was circulated to the community in accordance with section 37 of the GFC Policy Manual. No challenges were received.</li> </ul>
Approval Route (Governance) (including meeting dates)	Arts Academic Affairs Committee (May 17, 2018) for recommendation Arts Faculty Council (May 24, 2018)

Item No. 6

	GFC policy 37: Course and Program Changes (June 6, 2018) GFC Executive Committee (September 10, 2018)
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**Strategic Alignment**

Alignment with <i>For the Public Good</i>	SUSTAIN Objective 21
Alignment with Institutional Risk Indicator	
Legislative Compliance and jurisdiction	Post-Secondary Learning Act sections 26(1) and 26(1)(b)  GFC Executive Committee Terms of Reference  GFC Policy Manual Section 37.2

Attachments (each to be numbered 1 - <>)

1. Calendar change form (2 pages)

*Prepared by:* Maureen Engel, Director, Digital Humanities, and Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts, rebecca.nagel@ualberta.ca

**FACULTY OF ARTS  
CALENDAR CHANGE REQUEST FORM**

**Department:** Office of Interdisciplinary Studies, Humanities Computing Program

**2017-18 DEADLINES**

**Implementation:**  NORMAL  
 EARLY (Note: new course offerings only)

October 12, 2017  
 January 11, 2018  
 March 15, 2018  
 April 12, 2018

**Type of Change:**  Program Regulation  Admission Requirements  
 New Course  Course Change  
 Course Deletion  Editorial

CURRENT Calendar Section Number (§)	PROPOSED Calendar Section Number (§)
HUCO 500 - Survey of Humanities Computing ★ 3 (fi 6) (either term, 0-3s-0)	<b>DH 500 - Survey of Digital Humanities</b> ★ 3 (fi 6) (either term, 0-3s-0)
HUCO 510 Topics in Digital Theory and Culture *3 (fi 6) (either term, 0-3s-0).	<b>DH 510 Topics in Digital Theory and Culture *3 (fi 6)</b> (either term, 0-3s-0).
HUCO 520 Topics in Technical Concepts and Approaches *3 (fi 6) (either term, 0-3s-0).	<b>DH 520 Topics in Technical Concepts and Approaches *3 (fi 6) (either term, 0-3s-0).</b>
HUCO 530 Topics in Building in Context. *3 (fi 6) (either term, 0-3s-0).	<b>DH 530 Topics in Building in Context. *3 (fi 6)</b> (either term, 0-3s-0).
HUCO 617 - Topics in Humanities Computing ★ 3 (fi 6) (either term, 0-3s-0)	<b>DH 617 - Topics in Digital Humanities</b> ★ 3 (fi 6) (either term, 0-3s-0)
HUCO 618 - Directed Reading in Humanities Computing ★ 3 (fi 6) (either term, 0-3s-0)	<b>DH 618 - Directed Reading in Digital Humanities</b> ★ 3 (fi 6) (either term, 0-3s-0)

**Considerations:**

New Course/Course Deletions:

Course Deletions:

HUCO 500 - Survey of Humanities Computing  
★ 3 (fi 6) (either term, 0-3s-0)

HUCO 510 Topics in Digital Theory and Culture \*3 (fi 6) (either term, 0-3s-0).

HUCO 520 Topics in Technical Concepts and Approaches \*3 (fi 6) (either term, 0-3s-0).

HUCO 530 Topics in Building in Context. \*3 (fi 6) (either term, 0-3s-0).

HUCO 617 - Topics in Humanities Computing  
★ 3 (fi 6) (either term, 0-3s-0)

HUCO 618 - Directed Reading in Humanities Computing  
★ 3 (fi 6) (either term, 0-3s-0)

Additional documentation:

- The committee needs to ensure departments or other Faculties offering similar courses or programs do not object to proposed courses. Please attach documentation confirming you have consent (if applicable).
- Attachment     Yes     No

Justification:

In May 2018, The Ministry of Advanced Education approved a name change for our program from Humanities Computing to Digital Humanities. This change will align our course codes with our new program name.

Submitted by: Maureen Engel Director, Digital Humanities	Signature of Department Chair or Designee  <b>Natasha Hurley</b> <b>Senior Director, OIS</b>	Date:  May 17, 2018
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**SUMBIT** completed, signed pdf **and** word versions to [google drive](#).

**2017-18 Academic Affairs Committee Schedule:**

October 25, 2017  
January 24, 2018  
March 28, 2018  
April 25, 2018

**Governance Executive Summary**  
**Action Item**

Agenda Title: **Proposed New Course Designator of SANSK (Sanskrit) in the Faculty of Arts**

**Motion:** THAT the GFC Executive Committee approve, with delegated authority from the General Faculties Council, the new course designator SANSK for Sanskrit language courses, to take effect for Fall 2019.

**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)

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To introduce a course designator SANSK for the Sanskrit language course currently taught as RELIG 230.
Executive Summary <i>(outline the specific item– and remember your audience)</i>	<p>One term of Sanskrit language is currently taught under the designator RELIG 230. A course designator of SANSK will identify the course as a language course rather than a lecture course in Religious Studies. In this way, it will be consistent with the other language courses in Arts, such as HEBR (Hebrew) in Religious Studies, NORW (Norwegian) and SWED (Swedish) in Modern Languages and Cultural Studies and GREEK and LATIN in History and Classics.</p> <p>This change will make the fact that we do offer a Sanskrit language course more obvious to students looking for Language Other than English courses (which are required in the Arts BA).</p> <p>SANSK 201 will replace RELIG 230. Administrative and Teaching costs are already covered as RELIG 230 has been taught for some time through Religious Studies.</p> <p>The Religious Studies program and the Department of History and Classics will advise their students of the change and publicize it on their websites.</p> <p>The new course designator will be advertised in the Arts Newsletter and promoted at open houses, on social media, and within existing courses. The Faculty of Arts recruitment team will work with the Office of the Registrar to update information for prospective students.</p>
Supplementary Notes and context	

**Engagement and Routing** (Include meeting dates)

Consultation and Stakeholder Participation (parties who have seen the	<p><u><i>Those who are actively participating:</i></u></p> <ul style="list-style-type: none"> <li>• Program faculty in Religious Studies (Office of Interdisciplinary Studies) and History and Classics</li> <li>• Arts Faculty advising staff</li> </ul>
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Item No. 7

<p>proposal and in what capacity)</p> <p>&lt;For information on the protocol see the <a href="#">Governance Toolkit section Student Participation Protocol</a>&gt;</p>	<p><u><i>Those who have been consulted:</i></u></p> <ul style="list-style-type: none"> <li>Arts Undergraduate Student Services (March 13, 2018)</li> </ul>
<p>Approval Route (Governance) (including meeting dates)</p>	<p><u><i>Those who have been informed:</i></u></p> <ul style="list-style-type: none"> <li>The proposed course designator SANSK was circulated to the community in accordance with section 37 of the GFC Policy Manual. No challenges were received.</li> </ul> <p>Arts Academic Affairs Committee (March 28, 2018) for recommendation Arts Faculty Council (May 24, 2018) GFC policy 37: Course and Program Changes (June 6, 2018) GFC Executive Committee (September 10, 2018)</p>

**Strategic Alignment**

<p>Alignment with <i>For the Public Good</i></p>	<p>SUSTAIN Objective 21</p>
<p>Alignment with Institutional Risk Indicator</p>	
<p>Legislative Compliance and jurisdiction</p>	<p>Post-Secondary Learning Act sections 26(1) and 26(1)(b)  GFC Executive Committee Terms of Reference  GFC Policy Manual Section 37.2</p>

Attachments (each to be numbered 1 - <>)

1. Calendar change form (2 pages)

*Prepared by:* Professor Ryan Dunch, Department of History and Classics, and Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts, rebecca.nagel@ualberta.ca



**FACULTY OF ARTS  
CALENDAR CHANGE REQUEST FORM**

**Department:** Interdisciplinary Studies

**DEADLINE**

**Implementation:**  NORMAL  
 EARLY (Note: new course offerings only)

October 15 \*

**Type of Change:**  Program Regulation  
 New Course  Course Change  
 Course Deletion  Editorial

March 1\*

April 15\*

April 15

\*Documentation is required to verify that other units in the Faculty of Arts (or other Faculties) offering similar courses have no objection to the proposed new course or course change. *Applicable:*  Yes  No

<b>CURRENT</b> Calendar Section Number (§) <i>(Use strike out for all changes)</i>	<b>PROPOSED</b> Calendar Section Number (§) <i>(Underline all additions)</i>
<del>RELIG 239 Introduction to Sanskrit I *3 (fi 6) (either term, 3-0-2). Fundamentals of the Sanskrit language for reading and translation purposes. Designed for students with no previous knowledge of Sanskrit.</del>	Delete
New Course Listing	<u>Sanskrit, SANSK</u> <u>Office of Interdisciplinary Studies</u> <u>Faculty of Arts</u>  <u>Note: See the following sections for listing of other Office of Interdisciplinary Studies programs. Humanities Computing (HUCO); Interdisciplinary (INT D) Faculty of Arts Courses; Religious Studies (RELIG); Science, Technology &amp; Society (STS); and Writing Studies (WRS).</u>
New	<u>SANSK 201 Introduction to Sanskrit I</u> <u>*3 (fi 6) (either term, 4-0-0). Fundamentals of the Sanskrit language for reading and translation purposes. Designed for students with no previous knowledge of Sanskrit. Note: Not open to students with credit in RELIG 239.</u>
New	<u>SANSK 202 Introduction to Sanskrit II</u> <u>*3 (fi 6) (either term, 4-0-0). A continuation of SANSK 201. Prerequisite: SANSK 201 or consent of Program in Religious Studies.</u>

**Justification:**

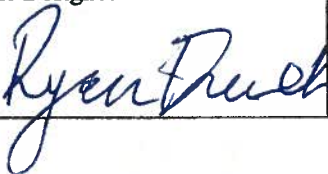
*(Note: A detailed justification must be provided except in the case of a course deletion or editorial change). If more than one change is submitted be sure to indicate the course number that applies to your explanation. i.e. ANTHR 101, WRITE 298 etc.*

Sanskrit is the foundational language of the religions and cultures of South Asia, and has been influential beyond South Asia also. With, now, three tenured faculty members in Arts who are Sanskrit specialists, we anticipate offering the six-credit sequence on a regular basis through Religious Studies. This proposal also has the support of History and Classics, where two of those faculty members are appointed or cross-appointed.

This change is to place the Sanskrit sequence on the same basis as every other language taught in the Faculty of Arts, which all have their own course designator rather than a department- or program-level designator (e.g. RELIG previously). This is necessary in order to ensure the visibility of the language to students.

The old hours specification (3-0-2) is a legacy that has been corrected for other language courses. Four hours per week of instruction is in line with most languages in Arts at the 200 level and is needed in order to cover the content well.

SANSK is offered as a 200-level class because it is an intensive study of a classical language, has previously been taught at the 200-level, and is analogous to HEBR which is also offered as a stand-alone six-credit sequence at 200-level.

<b>Submitted by:</b>  Ryan Dunch/Dominik Wujastyk	<b>Signature of Department Chair or Designee</b> 	<b>Date:</b>  March 21, 2018	<b>FACULTY USE ONLY</b> <table border="0"> <tr> <td><b>Approval Process</b></td> <td><b>Date</b></td> </tr> <tr> <td><input type="checkbox"/> Academic Affairs</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Executive Committee</td> <td>_____</td> </tr> <tr> <td><input type="checkbox"/> Faculty Council</td> <td>_____</td> </tr> </table>	<b>Approval Process</b>	<b>Date</b>	<input type="checkbox"/> Academic Affairs	_____	<input type="checkbox"/> Executive Committee	_____	<input type="checkbox"/> Faculty Council	_____
<b>Approval Process</b>	<b>Date</b>										
<input type="checkbox"/> Academic Affairs	_____										
<input type="checkbox"/> Executive Committee	_____										
<input type="checkbox"/> Faculty Council	_____										

**Governance Executive Summary**  
**Action Item**

Agenda Title: **Proposed New Course Designator of EPE (Éducation à la petite enfance) in Centre collégial de l'Alberta, Faculté Saint-Jean**

**Motion:** THAT the GFC Executive Committee, under delegated authority from General Faculties Council, approve the new course designator of EPE (Éducation à la petite enfance) in Centre collégial de l'Alberta, to take effect upon approval.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Dr. Pierre-Yves Mocquais, Dean, Faculté Saint-Jean
Presenter(s)	Dolorèse Nolette (Assistant Dean and Director, Centre collégial de l'Alberta)

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To introduce a new course designator, EPE, as an identifier of courses in the Éducation à la petite enfance program for the Centre collégial de l'Alberta, Faculté Saint-Jean.
Executive Summary <i>(outline the specific item– and remember your audience)</i>	In December 2017, GFC APC approved the proposal to create a new Éducation à la petite enfance--Niveau II certificate program and a new Éducation à la petite enfance--Superviseur diploma program to take effect in September 2018.  This proposal seeks the creation of a new course designator, EPE, in the Centre collégial de l'Alberta, Faculté Saint-Jean, starting in Fall 2018. This course designation does not currently exist. As the Éducation à la petite enfance program proposal moves forward, not taking action would mean that students cannot enroll in courses for this program.
Supplementary Notes and context	The proposed course designator, EPE, was circulated to the community in accordance with section 37 for the GFC Policy Manual in June 2018. No challenges were received.

**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 <a href="#">Governance Toolkit section Student Participation Protocol</a> >	<u><i>Those who are actively participating:</i></u>
	<u><i>Those who have been consulted:</i></u> <ul style="list-style-type: none"> <li>• Office of the Provost and Vice-President (Academic)</li> <li>• Office of the Registrar</li> <li>• Community Advisory Body, Centre collégial de l'Alberta</li> <li>• FSJ Dean, Associate Dean, Faculty members and staff</li> </ul>
	<u><i>Those who have been informed:</i></u> <ul style="list-style-type: none"> <li>• Faculté Saint-Jean Executive Committee</li> <li>• Conseil de la Faculté Saint-Jean</li> </ul>
Approval Route (Governance) (including meeting dates)	GFC Policy Manual Section 37: Course and Program Changes (June 6, 2018) GFC Executive Committee – September 10, 2018

**Strategic Alignment**

<p>Alignment with <i>For the Public Good</i></p>	<p>GOAL: Experience diverse and rewarding learning opportunities that inspire us, nurture our talents, expand our knowledge and skills, and enable our success.</p> <p>7. OBJECTIVE Increase graduate and undergraduate students' access to and participation in a broad range of curricular experiential learning opportunities that are well-integrated with program goals and enrich their academic experience.</p> <p>i. Strategy: Increase students' experiential learning through mutually beneficial engagement with community, industry, professional, and government organizations locally, nationally, and internationally.</p> <p>9. OBJECTIVE: Enhance, support, and mobilize the unique experiences and cultures of all University of Alberta campuses to the benefit of the university as a whole.</p> <p>ii. Strategy: Highlight and strengthen the role that Campus Saint-Jean plays in reflecting and reinforcing the linguistic duality of Canada as well as the worldwide multi-ethnic Francophonie, by positioning the university locally, nationally, and internationally as a destination of choice for francophone and bilingual students, and by progressively improving Faculté Saint-Jean students' and applicants' access to French-language services.</p> <p>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.</p> <p>GOAL: Engage communities across our campuses, city and region, province, nation, and the world to create reciprocal, mutually beneficial learning experiences, research projects, partnerships, and collaborations.</p> <p>18.OBJECTIVE: Seek, build, strengthen, and sustain partnerships with local, national, or international research agencies, governments, government ministries and agencies, universities, Indigenous communities, libraries, not-for-profits, industry, business, and community organizations.</p>
<p>Alignment with Institutional Risk Indicator</p>	<p>Enrolment Management Student Success Reputation</p>
<p>Legislative Compliance and jurisdiction</p>	<p><b>1. Post-secondary Learning Act (PSLA)</b></p> <p><b>2. GFC Executive Committee Terms of Reference</b></p> <p><b>3. GFC Policy Manual, Section 37.2, Course and Program Changes</b></p>

Attachments:

- Attachment 1: List of Courses

Prepared by: Dolorèse Nolette, Assistant Dean and Director, Centre collégial de l'Alberta,  
[dnolette@ualberta.ca](mailto:dnolette@ualberta.ca)

## Attachment 1

### Éducation à la petite enfance, Niveau II, Certificate program

#### Courses

EPE 100 Le jeu	EPE 100 Play	3 credits
EPE 101 La communication, l'observation et les interventions	EPE 101 Communication Skills, Observation and Interventions	3 credits
EPE 102 Le professionnalisme dans le milieu de travail	EPE 102 Early Childhood Professionalism	3 credits
EPE 110 Curriculum I	EPE 110 Curriculum Planning 1	3 credits
EPE 111 Curriculum II	EPE 111 Curriculum Planning II	3 credits
EPE 120 Le développement de l'enfant I	EPE 120 Child Development I	3 credits
EPE 121 Le développement de l'enfant II	EPE 121 Child Development II	3 credits
EPE 130 La santé, la sécurité et la nutrition	EPE 130 Health, Nutrition and Safety	3 credits
EPE 202 Les relations interpersonnelles	EPE 202 Interpersonal Relationships	3 credits
EPE 241 L'enfant, la famille et la communauté	EPE 241 Child, Family, Community	3 credits
EPE 150 Stage I	EPE 150 Practicum I	3 credits
EPE 151 Stage 2	EPE 151 Practicum II	5 credits

### Éducation à la petite enfance, Superviseur, Diploma program

#### Courses

EPE 125 Gestion des comportements	EPE 125 Positive Behaviour Suports	3 credits
EPE 126 L'intégration des enfants avec des besoins particuliers I	EPE 126 Exploring Exceptionalities I	3 credits
EPE 201 Les relations organisationnelles	EPE 201 Organizational Behavior	3 credits
EPE 203 Les fondements de l'éducation à la petite enfance	EPE 203 Early Childhood Foundations	3 credits
EPE 212 Curriculum émergent	EPE 212 Emergent Curriculum	3 credits
EPE 213 Le développement langagier et la littératie	EPE 213 Language Development and Literacy	3 credits
EPE 222 Le développement de l'enfant III	EPE 222 Child Development III	3 credits
EPE 223 Le développement sensoriel	EPE 223 Sensory Development	3 credits
EPE 226 L'intégration des enfants avec des besoins particuliers II	EPE 226 Exploring Exceptionalities II	3 credits
EPE 242 Travailler avec la famille	EPE 242 Working with Families	3 credits
EPE 250 Stage III	EPE 250 Practicum III	5 credits
EPE 251 Stage IV	EPE 251 Practicum IV	5 credits

**OUTLINE OF ISSUE**  
**Action Item**

Agenda Title: **Proposal from the Faculty Saint-Jean to add EDU P 242, EDU P 243 and EDU F 244 to the List of Courses with Consolidated Exams**

**Motion:** THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the addition of EDU P 242, EDU P 243 and EDU F 244 to the list of courses with Consolidated Final Examinations, as submitted by the Faculty Saint-Jean, to take effect 2018-2019.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Pierre-Yves Mocquais, Dean, Faculté Saint-Jean
Presenter	Martine Cavanagh, Associate Dean, Faculté Saint-Jean

**Details**

Responsibility	Provost and Vice-President (Academic)																																											
The Purpose of the Proposal is (please be specific)	To add EDU P 242, EDU P 243 and EDU F 244 to the list of courses for which consolidated final exams are scheduled.																																											
The Impact of the Proposal is	<p>As it can be seen from the table below, the proposed new courses have multiple sections (necessary to accommodate the growing numbers of students in Education Program) would have final exams on different days if following the University Exam Planner. A consolidated final exam for all students is seen as a solution in terms of ensuring fairness and consistency in the examination process.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;"><b>EDU P 242</b></th> <th style="text-align: center;"><b>EDU P 243</b></th> </tr> </thead> <tbody> <tr> <td>WINTER 2015</td> <td style="text-align: center;">n/a</td> <td style="text-align: center;">35 (caps 35)</td> </tr> <tr> <td>Fall 2015 (LEC A1)</td> <td style="text-align: center;">29 (caps 35)</td> <td style="text-align: center;">n/a</td> </tr> <tr> <td>WINTER 2016 (B1)</td> <td style="text-align: center;">n/a</td> <td style="text-align: center;">41 (caps 35)</td> </tr> <tr> <td>FALL 2016 (A1)</td> <td style="text-align: center;">30 ( caps 35)</td> <td style="text-align: center;">n/a</td> </tr> <tr> <td>WINTER 2017 (B1)</td> <td style="text-align: center;">n/a</td> <td style="text-align: center;">39 (caps 40)</td> </tr> <tr> <td><b>FALL 2017 (A1 &amp; A2)</b></td> <td style="text-align: center;"><b>37 (caps 40) +38 (caps 40)</b></td> <td style="text-align: center;"><b>n/a</b></td> </tr> <tr> <td><b>WINTER 2018 (B1 &amp; B2)</b></td> <td style="text-align: center;"><b>n/a</b></td> <td style="text-align: center;"><b>35 (caps 40) +37 (caps 40)</b></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th colspan="2" style="text-align: left;"><b>EDU F 244</b></th> </tr> </thead> <tbody> <tr> <td>WINTER 2015 (LEC B1)</td> <td style="text-align: center;">29 (caps 30)</td> </tr> <tr> <td>Fall 2015 (LEC A1)</td> <td style="text-align: center;">29 (caps 30)</td> </tr> <tr> <td>WINTER 2016 (B1)</td> <td style="text-align: center;">31 (caps 30)</td> </tr> <tr> <td>FALL 2016 (A1)</td> <td style="text-align: center;">29 (caps 30)</td> </tr> <tr> <td>WINTER 2017 (B1)</td> <td style="text-align: center;">31 (caps 30)</td> </tr> <tr> <td>FALL 2017 (A1 &amp; A2)</td> <td style="text-align: center;"><b>39 (caps 40) + 40 (caps 40)</b></td> </tr> <tr> <td>WINTER 2018 (B1 &amp; B2)</td> <td style="text-align: center;"><b>40 ( caps 40) + 35 (caps 40)</b></td> </tr> </tbody> </table> <p>The Office of the Registrar had been consulted and from a scheduling perspective they do not have any concerns, if these are approved the exams will be held at CSJ.</p>		<b>EDU P 242</b>	<b>EDU P 243</b>	WINTER 2015	n/a	35 (caps 35)	Fall 2015 (LEC A1)	29 (caps 35)	n/a	WINTER 2016 (B1)	n/a	41 (caps 35)	FALL 2016 (A1)	30 ( caps 35)	n/a	WINTER 2017 (B1)	n/a	39 (caps 40)	<b>FALL 2017 (A1 &amp; A2)</b>	<b>37 (caps 40) +38 (caps 40)</b>	<b>n/a</b>	<b>WINTER 2018 (B1 &amp; B2)</b>	<b>n/a</b>	<b>35 (caps 40) +37 (caps 40)</b>				<b>EDU F 244</b>		WINTER 2015 (LEC B1)	29 (caps 30)	Fall 2015 (LEC A1)	29 (caps 30)	WINTER 2016 (B1)	31 (caps 30)	FALL 2016 (A1)	29 (caps 30)	WINTER 2017 (B1)	31 (caps 30)	FALL 2017 (A1 & A2)	<b>39 (caps 40) + 40 (caps 40)</b>	WINTER 2018 (B1 & B2)	<b>40 ( caps 40) + 35 (caps 40)</b>
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Replaces/Revises (eg,	N/A																																											

policies, resolutions)	
Timeline/Implementation Date	2018-2019 academic year
Estimated Cost and funding source	N/A
Next Steps (ie.: Communications Plan, Implementation plans)	
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 <a href="#">Governance Toolkit section Student Participation Protocol</a> >	FSJ Education Division: January 19, 2018 FSJ Academic Planning Committee : January 24, 2018 FSJ Executive Committee: February 16, 2018 FSJ Faculty Council: April 27, 2018 Anna Vocioni, Assistant Registrar at the Office of the Registrar, was consulted (March 2018)
Approval Route (Governance) (including meeting dates)	GFC Executive Committee – September 10, 2018
Final Approver	GFC Executive Committee

**Alignment/Compliance**

Alignment with Guiding Documents	<b>For the Public Good</b> 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. 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.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)	1. <b>Post-Secondary Learning Act (PSLA):</b> Section 26(1)(d) of the PSLA gives GFC responsibility over “timetables for examination and for lectures and other instruction.” 2. <b>GFC Executive Committee Terms of Reference:</b> Mandate of the Committee “7. Examinations b. The Executive Committee approves requests from Faculties which wish to schedule common examinations.” 3. <b>UAPPOL Policy: Assessment and Grading, Consolidated Final Examinations Procedure</b> “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.”

**Governance Executive Summary**  
**Action Item**

Agenda Title: **Proposed Changes to Department Chair Selection Committee composition, Faculty of Rehabilitation Medicine**

**Motion:** THAT the GFC Executive, with delegated authority from General Faculties Council, approve the addition of the Associate Dean Research to the Faculty of Rehabilitation Medicine (FRM) Chair Selection Committees and approve the addition of an ATS representative from the department concerned to the FRM Chair Selection Committees.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Faculty of Rehabilitation Medicine Faculty Council
Presenter(s)	Robert Haennel, Dean, Faculty of Rehabilitation Medicine

**Details**

Responsibility	Faculty of Rehabilitation Medicine
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee because the FRM would like to seek Faculty specific changes to the committee composition as outlined in UAPPOL for Department Chair Selection Committees.
Executive Summary <i>(outline the specific item– and remember your audience)</i>	<p>1) The addition of the FRM Associate Dean Research to both the Faculty’s Department Chair selection committees.</p> <p>The Faculty’s Strategic Plan, <i>Advancing the Art and Science of Rehabilitation Medicine</i>, as well as the recommendations of the President’s Review Committee have increased our commitment to strategically developing a vibrant research program within the Faculty. Adding the Associate Dean Research to all selection committees for tenure-track faculty members complements the evaluation of potential fit in the professional programs by ensuring that each candidate is also critically assessed for the potential to contribute to the Faculty’s research success as well as the alignment of their research program with the Faculty’s strategic direction and the University’s signature areas.</p> <p>2) The addition of an ATS (career appointment) representative from the department concerned to the Faculty’s Department Chair selection committee.</p> <p>The Faculty of Rehabilitation Medicine has a history of employing long-term dedicated and engaged ATS members who contribute significantly to the teaching, curriculum development, and operations of our professional programs. Having the voice of an ATS representative on the Faculty’s Chair Selection Committees would serve to address cultural elements of our strategic plan as well as provide well–rounded consideration of the fit of a potential chair.</p>
Supplementary Notes and context	

**Engagement and Routing** (Include meeting dates)



Item No. 10

Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)  <For information on the protocol see the <a href="#">Governance Toolkit section Student Participation Protocol</a> >	<u><b>Those who are actively participating:</b></u> <ul style="list-style-type: none"> <li>FRM Faculty Executive and all members of Faculty Council</li> <li>Motion to approve the changes to selection committee composition was passed at the FRM May 2018 Faculty Council.</li> </ul>
	<u><b>Those who have been consulted:</b></u> <ul style="list-style-type: none"> <li>Faculty Executive and all members of Faculty Council</li> </ul>
	<u><b>Those who have been informed:</b></u> <ul style="list-style-type: none"> <li>Faculty Executive and all members of Faculty Council</li> </ul>
Approval Route (Governance) (including meeting dates)	

**Strategic Alignment**

Alignment with <i>For the Public Good</i>	Objective 2: Create a faculty renewal program that builds on the strengths of existing faculty and ensures the sustainable development of the University of Alberta's talented, highly qualified and diverse academy.  Objective 12: Build a portfolio of signature research and teaching areas where the University of Alberta is or will be recognized as a global leader.  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.
Alignment with Institutional Risk Indicator	
Legislative Compliance and jurisdiction	Post-Secondary Learning Act (PSLA) UAPPOL Department Chairs Selection Procedure GFC Executive Committee (EXEC) Terms of Reference

Attachments (each to be numbered 1)

- Attachment 1 (page(s) 1 - 2)

Prepared by: Deborah Palmer, Assistant Dean, [deborah.palmer@ualberta.ca](mailto:deborah.palmer@ualberta.ca)

## Attachment 1

**GFC Submission:** Faculty of Rehabilitation Medicine (FRM) changes to Chair Selection and Academic Selection Committee composition



# SELECTION COMMITTEE POLICY

## ACADEMIC APPOINTMENTS

FACULTY OF REHABILITATION MEDICINE

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### General

The Faculty of Rehabilitation Medicine abides by the UAPPOL policies governing selection committees with approved exceptions to committee composition as noted below.

UAPPOL

[Recruitment Policy](#)

[Department Chairs Selection Procedure](#)

[Department Chairs Selection Procedure Appendix A: Roles and Responsibilities](#)

Department Chairs Selection Procedure Appendix B: Terms and Conditions

### Department Chair Selection Committee

#### Committee Composition

Per UAPPOL

- Dean of the Faculty concerned, or designee, Chair.
- Dean of the Faculty of Graduate Studies and Research, or designee.
- Provost and Vice-President (Academic), or designee.
- Three (3) **faculty members** from the Department concerned, elected by the faculty members of the Department.
- One (1) faculty member, normally not a member of the Faculty elected by GFC
- One (1) full-time member of the support staff from the Department concerned, elected by the full-time support staff
- One graduate student selected by the Graduate Student Association

Per FRM Faculty Council (May 2018) Approved by GFC (\_\_\_\_\_)

- Associate Dean Research of the Faculty of Rehabilitation Medicine
- One (1) ATS member (career appointment) from the Department concerned, elected by the ATS members of the Department

**Governance Executive Summary**  
**Action Item**

Agenda Title: **Proposed Chair for October 22, 2018 General Faculties Council Meeting**

**Motion:** THAT the GFC Executive Committee, acting as the executive body of General Faculties Council, approve that, in the absence of the President and Provost, the Faculty Dean serving on the GFC Executive Committee shall chair General Faculties Council.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	David Turpin, Chair, General Faculties Council
Presenter(s)	David Turpin, Chair, General Faculties Council

**Details**

Responsibility	General Faculties Council
The Purpose of the Proposal is <i>(please be specific)</i>	It is proposed that the GFC Executive Committee, acting as the executive body of GFC, approve the appointment of the Dean serving on GFC Executive Committee as the most appropriate chair for GFC in the event that both the President and the Provost are unable to chair.
Executive Summary <i>(outline the specific item– and remember your audience)</i>	<p>The President and Vice-Chancellor is the chair of General Faculties Council. In the absence of the President, it has been the practice that GFC is chaired by the Provost and Vice-President (Academic) as the President's delegate.</p> <p>Current GFC documents do not indicate who would chair GFC in the absence of both the President and the Provost.</p> <p>The Dean serving on GFC Executive Committee is well-placed to chair GFC as they are knowledgeable about current activities and directions of GFC, a member of GFC, and also a member of Deans' Council which is advisory to GFC.</p> <p>For the October 22, 2018 meeting of GFC, both the President and the Provost are away and unable to attend the meeting.</p>
Supplementary Notes and context	

**Engagement and Routing** (Include meeting dates)

Consultation and Stakeholder Participation <i>(parties who have seen the proposal and in what capacity)</i>	<p><u><i>Those who are actively participating:</i></u></p> <ul style="list-style-type: none"> <li>GFC Executive Committee – September 10, 2018</li> </ul>
Approval Route (Governance) <i>(including meeting dates)</i>	GFC Executive Committee – September 10, 2018

**Strategic Alignment**

Alignment with <i>For the Public</i>	Objective 21: Encourage continuous improvement in administrative,
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Item No. 11

<i>Good</i>	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 Institutional Risk Indicator	
Legislative Compliance and jurisdiction	1. Post-Secondary Learning Act 2. GFC Executive Committee Terms of Reference

*Prepared by:* Meg Brolley, GFC Secretary, meg.brolley@ualberta.ca