



Monday, May 28, 2018
Council Chamber, 2-100 University Hall (UNH)
2:00 PM - 3:00 PM

OPENING SESSION

1. Approval of the Agenda David Turpin
2. Approval of the Minutes of April 30, 2018 David Turpin
3. Report from the President David Turpin
 - Budget - Update
 - Financial Statements - Update
 - Convocation
 - Deferred Maintenance
 - Cannabis
4. New Members of GFC David Turpin

[Note: A motion to appoint may be proposed only by a statutory member of GFC. A motion to receive may be proposed by any member of GFC.]

Motion 1: To Appoint New Members
Motion 2: To Receive New Members

ACTION ITEMS

5. Proposal for the Termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian, Faculty of Arts Lesley Cormack
Rebecca Nagel
Steven Dew

Motion: To Recommend Board of Governors Approval
6. Proposal for the Termination of the Bachelor of Arts Individualized Major and Minor, Faculty of Arts Lesley Cormack
Rebecca Nagel
Steven Dew

Motion: To Recommend Board of Governors Approval
7. Proposal for the Termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS), Faculty of Arts Lesley Cormack
Rebecca Nagel
Steven Dew

Motion: To Recommend Board of Governors Approval
8. Proposal for the Termination of the Bachelor of Music routes of Music History, School Music, and World Music, Faculty of Arts Lesley Cormack
Rebecca Nagel
Steven Dew

Motion: To Recommend Board of Governors Approval

DISCUSSION ITEMS

9. Question Period

David Turpin

INFORMATION REPORTS

[If a GFC member has a question about a report, or feels that the report should be discussed by GFC, the GFC member should notify the Secretary to GFC, in writing, two business days or more before GFC meets so that the Committee Chair (or relevant expert) can be invited to attend.]

10. Report of the GFC Executive Committee

11. Report of the GFC Academic Planning Committee

12. Report of the GFC Academic Standards Committee

13. GFC Nominations and Elections - Nominations being sought for:
- [GFC Executive Committee](#)
- [GFC Nominating Committee](#)

14. Report of the Board of Governors

15. Information Items

A. CIC Annual Report

B. 2018/19 dates for GFC and GFC Standing Committee meetings

<https://cloudfront.ualberta.ca/-/media/universitgovernance/documents/calendars/2018to2019/gfc-template-chrono.pdf>

16. Information Forwarded to GFC Members Between Meetings
- Announcement of Principal, Peter Lougheed Leadership College (PLLC)
- Announcement of Vice-Provost (Learning Services) and Chief Librarian

CLOSING SESSION

17. Next meeting date: September 24, 2018

Presenter(s):

David Turpin

President and Chair, General Faculties Council

Lesley Cormack

Dean, Faculty of Arts

Rebecca Nagel

Associate Dean (Student Programs), Faculty of Arts

Steven Dew

Provost and Vice-President (Academic) and Chair, GFC Academic Planning Committee

Documentation was before members unless otherwise noted.

Meeting REGRETS to: Heather Richholt, 780-492-1937, richholt@ualberta.ca
Prepared by: Meg Brolley, GFC Secretary and Manager of GFC Operations
University Governance www.governance.ualberta.ca

PRESIDENT'S REPORT

TO THE GENERAL FACULTIES COUNCIL

The 2017-18 academic year has come to an end, and the U of A is preparing to graduate around 7,000 students over the coming weeks. As we celebrate their individual successes, I want to also acknowledge the role that strong academic governance has played. Your work is fundamental to supporting our students through university to convocation, and making their experience extraordinary. Thank you for your diligence and commitment over the past months.

2017-2018 was a productive year for governance as we began implementing the Ad-Hoc Committee on Academic Governance including Delegated Authority recommendations. This year, we introduced a new orientation process for members and chairs. We approved new terms of reference for many GFC committees, and more are under way. We also worked to strengthen relations between governing bodies, which included the inaugural Board/GFC/Senate summit.

At the institutional level, units and individuals across our campuses have continued to work towards our strategic goals. Highlights from this past year include:

- Creating the new Vice-Provost (Indigenous Initiatives) position, and engaging our Indigenous alumni to help the university work towards reconciliation
- Establishing the Council on Experiential Learning to support and guide experiential learning development across the university
- Developing and beginning to implement recommendations for the future of the PLLC and leadership education at the U of A
- Convening the Objective 15 Working Group to move forward professional development
- Joining nationwide advocacy efforts on the Fundamental Science Review, and seeing the results of that work in the 2018 federal budget
- Finalizing and publishing our *For the Public Good* performance measures
- Making headway on financial sustainability objectives, which included completing our first budget cycle under the new multi-year planning framework
- Beginning to restructure sustainability at the U of A to facilitate a stronger academic focus

While there is still much work ahead of us, we can take pride in our accomplishments from the past year. I wish you all a restorative summer break, and I look forward to reconvening to continue our work in September.

BUILD

Equity, Diversity and Inclusion (EDI) Week

The U of A's EDI Week first started in 2014. The annual event has expanded and grown over the past five years, though its overarching goal remains the same: EDI week brings faculty, staff and students together to engage in learning and dialogue about equity, diversity and inclusion across and beyond our campuses.

In addition to a series of keynote presentations, discussions, and interactive events, EDI Week also features the EDI Awards. These awards recognize groups or individuals who have championed the principles of EDI in their research, community service, or classrooms and workplaces. The 2018 awards celebrated six individuals who have helped to make our communities more inclusive and respectful spaces for everyone.

Indigenous Canada MOOC

One year after launching Indigenous Canada—a massive open online course (MOOC) that explores Indigenous histories and contemporary issues in Canada—it has become the [most popular course in the country](#). To date, [more than 21,000 people](#) have signed up for the course.

We strive to create opportunities for our students, staff and faculty to engage in reconciliation. Indigenous Canada has proven itself a prolific medium for highlighting and sharing the work of our exceptional Indigenous scholars, and for extending those opportunities beyond our campuses.

KEY TALKING POINT:

We strive to build and an inclusive learning and research environment where Indigenous and non-Indigenous students and scholars can move together on the path to Reconciliation both on and off our campuses.

Gwich'in Tribal Council Agreement

In March, the U of A hosted the 2018 Gwich'in Tribal Council Post-Secondary Academic Conference. A new memorandum of understanding with the Gwich'in Tribal Council lays a foundation for community-engaged research and mutually beneficial projects, and also identifies opportunities to encourage and support Gwich'in youth to enroll in post-secondary education. Many Gwich'in young people attended the conference for an introduction to university life.

EXPERIENCE

Future Energy Systems Research Symposium

To celebrate its first full year of research, Future Energy systems hosted an inaugural [Research Symposium](#). The 2018 symposium featured dozens of student presentations showcasing the diversity of the Future Energy Systems program. There are currently about 150 students—from undergrads through PhDs, and spanning eight faculties—involved in the research institute.

PLLC and Leadership Education

[Dr. Lois Harder](#), professor and chair of Political Science, has been appointed the next principal of the Peter Lougheed Leadership College (PLLC) for a three-year term, effective July 1. Part of Lois Harder's mandate will include implementing our [recommendations for the PLLC's future direction](#), and developing leadership education more broadly at the university to expand programming for undergraduate and graduate students, as well as staff and faculty. I want to thank founding principal Kim Campbell and vice-principal Martin Ferguson-Pell for their leadership of the PLLC over the past four years, and for the strong foundations they built in leadership education.

KEY TALKING POINT:

By providing our students with experiences that link them to their futures—whether at home or abroad—we will facilitate their success both within the curriculum, and beyond it.

National Survey of Student Engagement (NSSE)

Each year, more than 70 Canadian universities participate in NSSE. The U of A participates once every three years, and the results provide us with a benchmark to compare ourselves against peer institutions. They also help us to refine targeted recruitment initiatives, and assess the quality and impact of academic programs, experiential learning opportunities, and student services.

Here are a few **highlights from the 2017 survey**:

- 82% of students evaluated their educational experience as Good or Excellent
- 85% of students felt that their U of A experience helped them to become informed and active citizens
- 84% of students reported participating in experiential learning and other high-impact practices during their studies
- The mean score of effective teaching practices at the U of A exceeds the U15 average

EXCEL

Howard Alper Session

This April, we welcomed Howard Alper to campus to lead a session on the many values of international awards and prizes, and how to enhance nominations and improve success rates in these competitions. Howard Alper is currently spearheading an initiative by the Governor General of Canada to enhance global recognition for Canadian research excellence. Many deans, departmental chairs and associate deans attended the presentation and round-table discussion to help us to strengthen the international recognition of the U of A's research excellence.

Artificial Intelligence

Last summer, U of A artificial intelligence researchers garnered global attention when their expertise [brought Google's DeepMind to Edmonton](#). This April, their renowned expertise [attracted ATB Financial](#). Over the course of a four-year partnership, ATB data scientists will work with U of A researchers on real-time fraud detection, predictive analytics to identify key moments in customer relationships, and a tailored recommendation system. The partnership will see an infusion of \$940,000 into research projects and student internships.

Academic Excellence

2018 Canada Research Chairs

The Government of Canada has announced the [latest group of Canada Research Chairs](#), and eleven are U of A professors. These newest chairs span the faculties of Science, Nursing, and Engineering.

Guggenheim Fellowship

Biophysicist Michael Woodside is the first U of A scholar to be [awarded a Guggenheim Fellowship](#) since the 1970s. The prestigious fellowship is awarded to individuals who have demonstrated an exceptional capacity for productive scholarship or exceptional creative ability. Professor Woodside studies the development of neurodegenerative diseases, such as ALS and Parkinson's.

2018-19 McCalla Professorships

Each year, we recognize excellence in integrated teaching and research with the [McCalla Professorships](#). In 2018-19, nine professors have been named McCalla Professors, including GFC member Eleni Stroulia.

ENGAGE

Community Connections Awards

The [Community Connections Awards](#) honour individuals and groups who embody our promise to “uplift the whole people” by volunteering their expertise, time, and energy for the benefit of the public good. The annual awards recognize and celebrate those people who actively connect the university with our surrounding communities. The **2018 honorees are**:

- [Michael Frishkopf](#), professor and director of the Canadian Centre for Ethnomusicology – Community Scholar Award
- [Michael Aherne](#), U of A alumnus and volunteer mentor with the Peter Lougheed Leadership College – Ualberta Advocate Award
- [AlbertaSat](#), Engineering and Science student satellite group – Community Leader Award

KEY TALKING POINT:

Our strength in research, our capacity to innovate and create positive change, and our role as champions of learning and critical thinking all rest on the relationships we hold with our communities. Engaging with the communities around us is one of the most important things we do.

Inaugural Chancellor’s Forum

The [Chancellor’s Forum](#) is a new initiative by the U of A Senate that invites the public to campus to engage with a timely topic related to the U of A. The inaugural forum, “Pride or Prejudice?” recognized the 20th anniversary of the landmark Vriend decision by the Supreme Court of Canada. Several U of A alumni and faculty (including Chancellor Stollery) played key roles in the decision, which unanimously held that the lack of protection for discrimination based on sexual orientation in Alberta’s human rights legislation was an unconstitutional violation of Charter equality rights.

International Travel: China and Australia

In May, I am travelling in China to help officially launch two major research partnerships: the Joint Institute of Advanced Science and Technology with East China Normal University, and the Joint Research Centre for Future Energy and Environment with Tsinghua University. I am also meeting with numerous alumni, donors, and supporters to develop relationships in Hong Kong, Shanghai, and Beijing. China remains a region of strategic importance, and we continue to encourage student and faculty mobility, attract investment, and pursue joint research interests. Following China, I am joining colleagues for the Worldwide Universities Network AGM in Perth, Australia.

OFFICE OF THE PRESIDENT

SUSTAIN

Budget Update

Although we have [received assurances](#) from the provincial government regarding the 2% percent increase to the Campus Alberta Grant and tuition backfill, we must wait for the arrival of the formal budget letter from government to fully assess the impact of the 2018 provincial budget. The official letter includes many other details which could impact our budget positively and negatively.

At the Board of Governors meeting on May 11, we discussed the approach we will take once we receive the budget letter. We will employ our usual practice when there is a positive variance between the university's approved budget and the provincial budget: we plan to use it for one-time funding. Our goal is to ensure any one-time investments support the student learning environment and advance our research priorities. More details are available [here](#). Ultimately, we need to make changes to attain a more sustainable financial position for the institution as a whole, and to ensure its long-term wellbeing for future generations of students, faculty, and staff.

Cannabis Town Hall

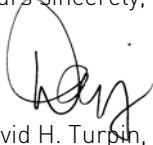
In preparation for the legalization of cannabis in Canada, a [working group](#) has convened to consult with our internal community and develop appropriate policies at the U of A. In addition to conducting a university-wide survey (the results of which are [available here](#)), the working group hosted a [town hall](#) this March. Once consultations are completed, the working group will present its policy recommendations to senior leadership.

Leadership Transitions

We recently welcomed several new leaders: [Dr. Robert Haennel](#) has been appointed dean of the Faculty of Rehabilitation Medicine, and [Dr. Shanthi Johnson](#) has accepted the position of Dean of the School of Public Health (both effective July 1, 2018). Dr. Deborah Burshtyn will serve as Interim Vice-Provost and Dean of FGSR from August 1, 2018 until June 30, 2019. We also welcome [Dr. Dale Askey](#) as the new Vice-Provost (Learning Services) and Chief Librarian, effective August 15, 2018. Lastly, I would like to thank outgoing deans Kue Young and Heather Zwicker for their service.

Thank you for your continued dedication to the University of Alberta.

Yours sincerely,



David H. Turpin, CM, LLD, FRSC
President and Vice-Chancellor

OFFICE OF THE PRESIDENT



Meeting of May 28, 2018

ITEM 4 - New Members of GFC

MOTION I: TO APPOINT/REAPPOINT [*This motion may be proposed only by statutory members of GFC – VPs, Deans, statutory students or elected faculty members*]:

The following President of the Association of Academic Staff of the University of Alberta (AASUA), for a term beginning July 1, 2018 and extending for the duration of the appointment:

Kevin Kane President, AASUA

The following non-academic staff representative nominated by the Non-Academic Staff Association (NASA), for a term beginning July 1, 2018 and ending June 30, 2021:

Andrei Tabirca Faculty of Arts

MOTION II: TO RECEIVE [*This motion may be proposed by any member of GFC*]:

The following *ex officio* member, to serve on GFC for a term beginning August 1, 2018 and extending to June 30, 2019:

Deborah Burshtyn Interim Vice-Provost and Dean, Faculty of Graduate
Studies and Research

The following *ex officio* member, to serve on GFC for a term of office beginning July 1, 2018 and extending for the duration of the appointment:

Robert (Bob) Haennel Dean, Faculty of Rehabilitation Medicine

The following *ex officio* member, to serve on GFC for a term of office beginning July 1, 2018 and extending for the duration of the appointment:

Shanthi Johnson Dean, School of Public Health

The following *ex officio* member, to serve on GFC for a term of office beginning August 15, 2018 and extending for the duration of the appointment:

Dale Askey Vice-Provost (Learning Services) and Chief Librarian



The following statutory faculty member/s who has been elected/re-elected by their Faculty, to serve on GFC for term of office beginning July 1, 2018 and ending June 30, 2021:

Faculty of Education:

Christina Rinaldi
Lynne Wiltse

Faculty of Science:

Eleni Stroulia
W. Ted Allison
Roger Moore

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian, Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian to take effect upon final approval.

Item

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

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian
The Impact of the Proposal is	No impact on students is expected due to the termination of these programs. Admission to these programs was suspended in 2014. Courses in these areas continue to be offered.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	The Calendar and the Faculty website will be updated.
Supplementary Notes and context	See attachment

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	<u><i>Those who have been informed:</i></u>
	<ul style="list-style-type: none"> Arts Faculty Council
	<u><i>Those who have been consulted:</i></u>
	<ul style="list-style-type: none"> Vice Dean, Faculty of Arts Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Governance Toolkit section Student Participation Protocol >	<p><i>Those who are actively participating:</i></p> <ul style="list-style-type: none"> • none
<p>Approval Route (Governance) (including meeting dates)</p>	<p>Arts Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017) Arts Faculty Council (November 23, 2017) GFC Academic Planning Committee (April 18, 2018) GFC Executive Committee (May 14, 2018) General Faculties Council (May 28, 2018) Board Learning and Discovery Committee (June 1, 2018) Board of Governors (June 15, 2018)</p>
<p>Final Approver</p>	<p>Board of Governors</p>

Alignment/Compliance

<p>Alignment with Guiding Documents</p>	<p><i>For the Public Good</i></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.</p> <p>Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p> <p><i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i></p> <p>Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources.</p> <p>Objective I. Secure and manage the Faculty's resources to sustain, enhance, and promote our mission, vision, and goals.</p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please quote legislation and include identifying section numbers)</p>	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to “determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma” (28(1)(c)).</p> <p>2. PSLA: The PSLA gives Faculty Councils power to “determine the programs of study for which the faculty is established” (29(1)(a)).</p> <p>3. GFC Academic Planning Committee Terms of Reference: (Mandate) “8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.”</p> <p>4. Board Learning and Discovery Committee (BLDC) Terms of Reference:</p>

	<p>“3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board’s General Committee Terms of Reference, the Committee shall, in accordance with the Committee’s responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...]</p> <p>4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).</p>
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Attachments

1. Proposal Template: Termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian (5 pages)
2. *Calendar* change form (4 pages)

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

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Single Majors: Italian Studies, Russian Language & Literature, Ukrainian Folklore, Ukrainian Language & Literature Combined Majors :** French & Italian, German & Scandinavian, Italian & Spanish, Russian & Ukrainian ** not to be confused with “double” majors
Credential awarded	Bachelor of Arts and Bachelor of Arts Honors (BA and BA Honors)
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 This termination proposal was preceded by a ministry-approved suspension period.
- This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 No active students remain in the program.
 Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

In 2013, the Dean of Arts requested suspension of low enrollment majors in the Department of Modern Languages & Cultural Studies (MLCS). As you can see from the statistics included below, interest in pursuing these majors was minimal.

SINGLE MAJORS (BA & BA Honors)

YEAR	ITALIAN STUDIES	RUSSIAN		UKRAINIAN FOLKLORE	UKRAINIAN LANG & LIT
		LANG & LIT			
2013-14	3	7		0	1
2012-13	1	3		1	2
2011-12	4	2		1	1
2010-11	4	2		0	1
2009-10	5	6		0	1
2008-09	5	6		0	2
2007-08	2	6		1	4
2006-07	2	4		2	5
2005-06	4	5		1	3

COMBINED MAJORS (BA)

YEAR	FRENCH & ITALIAN		GERMAN & SCANDINAVIAN	ITALIAN & SPANISH	RUSSIAN & UKRAINIAN
2013-14	3		1	2	1
2012-13	3		0	0	0
2011-12	4		0	1	0
2010-11	1		0	0	0
2009-10	1		1	1	0
2008-09	3		1	2	0
2007-08	2		2	1	1

2006-07	3	3	6	2
2005-06	2	1	4	1

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the suspension process, discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:

Academic Affairs Committee (8 undergraduate students)

Arts Executive (4 undergraduate students)

Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane

Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of these programs, it was also communicated that the Faculty planned to terminate the programs at the appropriate time. Any pertinent audiences are, therefore, already aware that these programs will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

Little reallocation of resources has taken place: faculty members in these areas continue to deliver courses in their disciplines as well as the “umbrella” courses for their department (MLCS) which are taken by students across different programs and Faculties.

Since this is the case, classroom space, human resources and budget support has continued; however, with suspension of these majors the need to offer as many courses in each of the disciplines has decreased and has given the Department some flexibility to redistribute resources to support higher enrollment programs.

Advising resources for these majors are no longer required, and have been redirected to other students registered in the Faculty of Arts.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

The Department of Modern Languages and Cultural Studies has submitted a proposal to suspend their remaining majors in both the BA and BA Honors programs and introduce two new majors, a language stream and a culture stream. This proposal has been approved by the Faculty of Arts and is currently under consideration by appropriate General Faculties Council committees at the University of Alberta. If approved, the proposal will be sent to appropriate Government of

Alberta bodies. Request for termination of the programs outlined in this particular Termination request will continue regardless of the outcome of the new proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed:

**FACULTY OF ARTS
CALENDAR CHANGE REQUEST FORM**

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

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

2017-18 DEADLINES

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

Check one of these boxes:

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

CURRENT Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>	PROPOSED Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>
Strike through and highlight deletions	<u>Underline and highlight</u> additions
<p>Honors No Change Until</p> <p>Italian Studies</p> <hr style="border: 1px solid black;"/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until</p> <p>Russian</p> <hr style="border: 1px solid black;"/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until</p> <p>Ukrainian</p> <hr style="border: 1px solid black;"/>	<p>Honors No Change Until</p> <p>Delete Specified Sections</p>

<p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until Combined Honors Section (below)</p>	
<p>Combined Honors No Change Until</p> <p>Italian Studies</p> <hr/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018.</p> <p>Russian</p> <hr/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until</p> <p>Ukrainian</p> <hr/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.</p>	<p>Combined Honors No Change Until</p> <p>Delete Specified Sections</p>

<p>No Further Changes Until Major Requirements Section (below)</p>	
<p>Major Requirements No Change Until</p> <p>Italian Studies</p> <hr/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until</p> <p>Russian</p> <hr/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until</p> <p>Ukrainian</p> <hr/> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes</p>	<p>Major Requirements No Change Until</p> <p>Delete Specified Sections</p>

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

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 **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section <i>Rebecca Nagel</i>	Date: October 12, 2017
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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

**FACULTY OF ARTS
CALENDAR CHANGE REQUEST FORM**

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

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

2017-18 DEADLINES

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

Check one of these boxes:

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

CURRENT	PROPOSED
Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>	Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>

Strike through and highlight deletions	Underline and highlight additions
<p>Honors <i>No Change Until</i></p> <p><u>Italian Studies</u></p> <p>_____</p> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until</p> <p><u>Russian</u></p> <p>_____</p> <p>Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018.</p> <p>No Further Changes Until</p> <p><u>Ukrainian</u></p> <p>_____</p>	<p>Honors <i>No Change Until</i></p> <p>Delete Specified Sections</p>

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.

No Further Changes Until Combined Honors Section (below)

Combined Honors

No Change Until

Italian Studies

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018.

Russian

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018.

No Further Changes Until

Ukrainian

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.

Combined Honors

No Change Until

Delete Specified Sections

No Further Changes Until Major Requirements Section (below)

Major Requirements

No Change Until

Italian Studies

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018.

No Further Changes Until

Russian

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018.

No Further Changes Until

Ukrainian

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.

No Further Changes

Major Requirements

No Change Until

Delete Specified Sections

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

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 **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section	Date: October 12, 2017
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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

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Arts Individualized Major and Minor, Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts Individualized Major and Minor to take effect upon final approval.

Item

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

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Arts Individualized Major and Minor.
The Impact of the Proposal is	No impact on students is expected due to the termination of these programs. Admission to these programs was suspended in 2015.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	The <i>Calendar</i> and the Faculty website will be updated.
Supplementary Notes and context	See attachment

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 Governance Toolkit section Student Participation Protocol >	<u>Those who have been informed:</u> <ul style="list-style-type: none"> Arts Faculty Council
	<u>Those who have been consulted:</u> <ul style="list-style-type: none"> Vice Dean, Faculty of Arts Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
	<u>Those who are actively participating:</u> <ul style="list-style-type: none"> none
Approval Route (Governance) (including meeting dates)	Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017) Arts Faculty Council (November 23, 2017) GFC Academic Planning Committee (April 18, 2018) GFC Executive Committee (May 14, 2018) General Faculties Council (May 28, 2018)

	Board Learning and Discovery Committee (June 1, 2018) Board of Governors (June 15, 2018)
Final Approver	Board of Governors

Alignment/Compliance

<p>Alignment with Guiding Documents</p>	<p><i>For the Public Good</i></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.</p> <p>Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p> <p><i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i></p> <p>Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources.</p> <p>Objective I. Secure and manage the Faculty’s resources to sustain, enhance, and promote our mission, vision, and goals.</p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>1. <i>Post-Secondary Learning Act (PSLA)</i>: The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to “determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma” (28(1)(c)).</p> <p>2. <i>PSLA</i>: The <i>PSLA</i> gives Faculty Councils power to “determine the programs of study for which the faculty is established” (29(1)(a)).</p> <p>3. GFC Academic Planning Committee Terms of Reference: (Mandate) “8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.”</p> <p>4. Board Learning and Discovery Committee (BLDC) Terms of Reference: “3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board’s General Committee Terms of Reference, the Committee shall, in accordance with the Committee’s responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other</p>

	<p>matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...] 4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).</p>
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Attachments

1. Proposal Template: Termination of the Bachelor of Arts Individualized Major and Minor (4 pages)
2. *Calendar* change form (2 pages)

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

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Individualized Major and Minor
Credential awarded	Bachelor of Arts (BA)
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 This termination proposal was preceded by a ministry-approved suspension period.
- This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 No active students remain in the program.
- Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

Suspension of this program was requested by the Office of Interdisciplinary Studies in 2013 as the number of students who pursued this option since its inception were few as demonstrated by the following statistics.

YEAR	Major	Minor
2013-14	1	0
2012-13	1	1
2011-12	0	2
2010-11	0	2
2009-10	0	4
2008-09	2	0
2007-08	1	0
2006-07	1	0
2005-06	2	0

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the suspension process, discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:
Academic Affairs Committee (8 undergraduate students)
Arts Executive (4 undergraduate students)
Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of this program, it was also communicated that the Faculty planned to terminate the program at the appropriate time. Any pertinent audiences are, therefore, already aware that this program will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

No reallocation of teaching resources is anticipated since the number of students who have participated in this major and minor have been very few, and required courses have been and continue to be offered by a variety of different disciplines.

Advising resources are no longer required, and have been redirected to other students registered in the Faculty of Arts.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed:

FACULTY OF ARTS CALENDAR CHANGE REQUEST FORM

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

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

2017-18 DEADLINES

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

Check one of these boxes:

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

CURRENT Calendar Section Number (§) <u>Interdisciplinary Studies, OIS [Arts]</u>	PROPOSED Calendar Section Number (§) <u>Interdisciplinary Studies, OIS [Arts]</u>
Strike through and highlight deletions	<u>Underline and highlight</u> additions
<p>No Change Until</p> <p>Individualized Study</p> <hr/> <p>Effective September 2015, there will be no further admissions to this major. Students who entered the program prior to September 2015 must complete all program requirements by April 30, 2016. The last degree with an individualized major or minor will be granted at Spring Convocation 2016.</p> <p>No Further Changes</p>	<p>Delete Section</p>

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

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 **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section <i>Rebecca Nagel</i>	Date: October 12, 2017
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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

**FACULTY OF ARTS
CALENDAR CHANGE REQUEST FORM**

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

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

2017-18 DEADLINES

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

Check one of these boxes:

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

CURRENT Calendar Section Number (§) Interdisciplinary Studies, OIS [Arts]	PROPOSED Calendar Section Number (§) Interdisciplinary Studies, OIS [Arts]
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<p>Strike through and highlight deletions</p>	<p>Underline and highlight additions</p>
<p>No Change Until</p> <p>Individualized Study</p> <hr/> <p>Effective September 2015, there will be no further admissions to this major. Students who entered the program prior to September 2015 must complete all program requirements by April 30, 2016. The last degree with an individualized major or minor will be granted at Spring Convocation 2016.</p> <p>No Further Changes</p>	<p>Delete Section</p>

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

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 **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section	Date: October 12, 2017
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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

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS), Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS) to take effect upon final approval.

Item

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

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS).
The Impact of the Proposal is	No impact on students is expected due to the termination of these programs. Admission to these programs was suspended in 2014. Courses in these areas are still offered.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	The <i>Calendar</i> and the Faculty website will be updated.
Supplementary Notes and context	See attachment

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 Governance Toolkit section Student Participation Protocol >	<u>Those who have been informed:</u> <ul style="list-style-type: none"> Arts Faculty Council
	<u>Those who have been consulted:</u> <ul style="list-style-type: none"> Vice Dean, Faculty of Arts Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
	<u>Those who are actively participating:</u> <ul style="list-style-type: none"> none
Approval Route (Governance) (including meeting dates)	Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017) Arts Faculty Council (November 23, 2017)

	GFC Academic Planning Committee General Faculties Council Board Learning and Discovery Committee Board of Governors
Final Approver	Board of Governors

Alignment/Compliance

Alignment with Guiding Documents	<p><i>For the Public Good</i></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.</p> <p>Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p> <p><i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i></p> <p>Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources.</p> <p>Objective I. Secure and manage the Faculty’s resources to sustain, enhance, and promote our mission, vision, and goals.</p>
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	<p>1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to “determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma” (28(1)(c)).</p> <p>2. PSLA: The PSLA gives Faculty Councils power to “determine the programs of study for which the faculty is established” (29(1)(a)).</p> <p>3. GFC Academic Planning Committee Terms of Reference: (Mandate) “8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.”</p> <p>4. Board Learning and Discovery Committee (BLDC) Terms of Reference: “3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board’s General Committee Terms of Reference, the Committee shall, in accordance with the Committee’s responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and</p>

Item No. 7

	<p>shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...] 4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).</p>
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Attachments

1. Proposal Template: Termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS) (4 pages)
2. *Calendar* change form (2 pages)

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

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Middle Eastern & African Studies (MEAS)
Credential awarded	BA, BA Honors, Certificate
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 This termination proposal was preceded by a ministry-approved suspension period.
 This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 No active students remain in the program.
 Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

Suspension of this program was requested by the Office of Interdisciplinary Studies in 2013. A review of the MEAS program was undertaken in 2012-13 and a number of structural program issues affecting program quality were identified. Effectively, the review stated that the current program did not support the learning or research needs of either students or faculty and that the program was no longer sustainable as it was originally envisioned.

In addition, student interest in the program, which was always small, had also decreased.

YEAR	MAJOR	MINOR	CERTIFICATE	COMMENTS
2013-14	5	11	2	
2012-13	8	14	1	
2011-12	12	16	1	
2010-11	11	12	4	
2009-10	10	11	3	
2008-09	11	21	4	
2007-08	12	21	0	Official Certificate introduced
2006-07	4	13	0	
2005-06	10	9	0	
2004-05	6	14	0	

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

A variety of different courses related to Middle Eastern, African and Islamic studies continue to be offered by the Faculty of Arts, so students are able to pursue formal education in the area, though not in a particular major or minor.

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the review that led to the request for suspension, MEAS students and alumni were consulted. As part of the suspension process, there were discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:
Academic Affairs Committee (8 undergraduate students)
Arts Executive (4 undergraduate students)
Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of this program, it was also communicated that the Faculty planned to terminate the program at the appropriate time. Any pertinent audiences are, therefore, already aware that this program will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

No immediate reallocation of resources is anticipated and impact on these areas has been minimal: faculty members in MEAS were all cross appointed and any teaching time dedicated to the MEAS program has already been redistributed to their alternate home departments. Student Services staff in both the Office of Interdisciplinary Studies and the Undergraduate Student Services Office continued to advise affected students as needed as they completed their degrees. As the number of students involved was minimal, time spent with these students has transferred to other students.

Classroom space, human resources and budget support have continued; however, with termination of this program the Departments of cross-listed faculty members have the flexibility to redistribute resources to support higher enrollment programs.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed:

**FACULTY OF ARTS
CALENDAR CHANGE REQUEST FORM**

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

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

2017-18 DEADLINES

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

Check one of these boxes:

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

CURRENT Calendar Section Number (§) See below	PROPOSED Calendar Section Number (§) See below
Strike through and highlight deletions	<u>Underline and highlight</u> additions
<p><u>Middle Eastern and African Studies [Arts] (BA and BA Honors)</u></p> <p>Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017.</p>	Delete Section
<p><u>Certificate in Middle Eastern and African Studies</u></p> <p>Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017.</p> <p>Note:</p> <hr/> <p>See Honors Program, Middle Eastern and African Studies for approved cross-listed courses.</p>	Delete Section

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

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 **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section <i>Rebecca Nagel</i>	Date: October 12, 2017
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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

**FACULTY OF ARTS
CALENDAR CHANGE REQUEST FORM**

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

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

2017-18 DEADLINES

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

Check one of these boxes:

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

<p>CURRENT Calendar Section Number (§) See below</p>	<p>PROPOSED Calendar Section Number (§) See below</p>
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<p>Strike through and highlight deletions</p>	<p>Underline and highlight additions</p>
<p><u>Middle Eastern and African Studies [Arts] (BA and BA Honors)</u></p> <p>Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017.</p>	<p>Delete Section</p>
<p><u>Certificate in Middle Eastern and African Studies</u></p> <p>Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017.</p> <p>Note:</p> <hr/> <p>See Honors Program, Middle Eastern and African Studies for approved cross-listed courses.</p>	<p>Delete Section</p>

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Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

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 **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section	Date: October 12, 2017
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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

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Music routes of Music History, School Music, and World Music, Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Music routes of Music History, School Music, and World Music to take effect upon final approval.

Item

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

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Music routes of Music History, School Music, and World Music.
The Impact of the Proposal is	No impact on students is expected due to the termination of these routes. There have been no students in any of these routes for several years. Courses in these areas are still offered and the combined BMus/BEd degree continues to be available.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	No further plans for communication or implementation required; information on the routes has been removed from the Calendar and the Faculty website.
Supplementary Notes and context	See attachment

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 Governance Toolkit section Student Participation Protocol >	<u>Those who have been informed:</u> <ul style="list-style-type: none"> Arts Faculty Council
	<u>Those who have been consulted:</u> <ul style="list-style-type: none"> Vice Dean, Faculty of Arts Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
	<u>Those who are actively participating:</u> <ul style="list-style-type: none"> none
Approval Route (Governance) (including meeting dates)	Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017)

	<p>Arts Faculty Council (November 23, 2017) GFC Academic Planning Committee (April 18, 2018) GFC Executive Committee (May 14, 2018) General Faculties Council (May 28, 2018) Board Learning and Discovery Committee (June 1, 2018) Board of Governors (June 15, 2018)</p>
Final Approver	Board of Governors

Alignment/Compliance

<p>Alignment with Guiding Documents</p>	<p><i>For the Public Good</i></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.</p> <p>Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p> <p><i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i></p> <p>Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources.</p> <p>Objective I. Secure and manage the Faculty’s resources to sustain, enhance, and promote our mission, vision, and goals.</p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>1. <i>Post-Secondary Learning Act (PSLA)</i>: The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to “determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma” (28(1)(c)).</p> <p>2. <i>PSLA</i>: The <i>PSLA</i> gives Faculty Councils power to “determine the programs of study for which the faculty is established” (29(1)(a)).</p> <p>3. <i>GFC Academic Planning Committee Terms of Reference</i>: (Mandate) “8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.”</p> <p>4. <i>Board Learning and Discovery Committee (BLDC) Terms of Reference</i>: “3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board’s General Committee Terms of Reference, the Committee shall, in accordance with the Committee’s responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching</p>

Item No. 8

	<p>and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...] 4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).</p>
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Attachments

1. Proposal Template: Termination of the Bachelor of Music routes of Music History, School Music, and World Music (4 pages)

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

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Music History, School Music and World Music routes
Credential awarded	Bachelor of Music (BMus)
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 This termination proposal was preceded by a ministry-approved suspension period.
 This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 No active students remain in the program.
 Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

In 2013, the Dean of Arts requested suspension of low enrollment BMus routes. As you can see from the statistics included below, interest in pursuing the Music History, School Music and World Music routes of the program was minimal. The School Music route should not be confused with the combined BMus/BEEd degrees which continue to remain available.

YEAR	ROUTE		
	MUSIC HISTORY	SCHOOL MUSIC	WORLD MUSIC
2013-14	1	0	0
2012-13	0	2	0
2011-12	1	1	0
2010-11	3	1	0
2009-10	1	0	0
2008-09	0	1	0
2007-08	0	0	0
2006-07	0	1	1
2005-06	1	1	1

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the suspension process, discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:
Academic Affairs Committee (8 undergraduate students)
Arts Executive (4 undergraduate students)
Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of these routes, it was also communicated that the Faculty planned to terminate the program at the appropriate time. Any pertinent audiences are, therefore, already aware that this program will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

Little reallocation of resources has taken place: faculty members in these areas continue to deliver courses within their expertise.

Since this is the case, classroom space, human resources and budget support have continued; however, with suspension of these routes the need to offer as many courses in each of the disciplines has decreased and has given the Department some flexibility to redistribute resources to support higher enrollment programs.

Advising resources for these routes are no longer required, and have been redirected to other students registered in the Bachelor of Music program.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed:

General Faculties Council Standing Committee Report

GFC Executive Committee

1. Since the last GFC meeting, the Executive Committee met on April 9, 2018.

2. Items Approved Under Delegated Authority

Proposed New Course Designator of NORSE (Old Norse) in the Faculty of Arts

Proposed Changes to Composition of Faculty Council, Alberta School of Business

Proposed Parchment for Freestanding Certificates

Draft Agenda for the May 28, 2018 General Faculties Council

Terms of reference and records of meetings for this committee can be found at:
https://www.ualberta.ca/governance/member-zone/gfc-standing-committees#GFC_EXEC

Submitted by:
David Turpin, Chair
Executive Committee

General Faculties Council Standing Committee Report

GFC Academic Planning Committee

1. Since last reporting to GFC, the Academic Planning Committee met on May 9, 2018.

2. Actions Taken with Delegated Authority from GFC

Approved: Proposal for a Dual Master's Degree Graduate Program, University of Alberta (Faculty of Graduate Studies and Research and Faculty of Engineering) and the University of Lorraine, Nancy, France

Approved: Proposal for a Joint Doctoral Degree Graduate Program, University of Alberta (Faculty of Graduate Studies and Research and Faculty of Agricultural, Life and Environmental Sciences (ALES)) and the Graduate School of Chinese Academy of Agricultural Sciences (GSCAAS))

Approved: Proposed Changes to the Bachelor of Arts in Criminology, Faculty of Arts

Recommended to the Board of Governors: the University of Alberta Comprehensive Institutional Plan (2018 – 2021) (CIP)

3. Items Discussed

Draft University of Alberta 2017-2018 Annual Report to Government

Draft International Strategy

Update on the Budget

Terms of reference and records of meetings for this committee can be found at:

https://www.ualberta.ca/governance/member-zone/gfc-standing-committees#GFC_APC

Submitted by:

Steven Dew

Chair, GFC Academic Planning Committee

General Faculties Council Standing Committee Report

GFC Academic Standards Committee

1. Since last reporting to GFC, the Academic Standards Committee met on May 17, 2018.
2. Actions Taken with Delegated Authority from GFC

Approved: Transfer Credit for May 2018, Office of the Registrar

Approved: Proposed Changes to Admissions Chart 4 (IB Courses for Advanced Standing), Office of the Registrar

Approved: Proposed changed to Existing Admission Requirements for French language placement test, Faculté Saint-Jean

Approved: Proposal for Direct Entry into Bachelor of Arts Honors, Faculty of Arts

Approved: Proposal for the suspension of Admission/Transfer to the Computing Science and the Printmaking routes in the Bachelor of Design, the BA Honors in Classical Languages, the BA Honors in Creative Writing & another major, and BA Honors in History and Classics Combined

Approved: Proposal for an Embedded Certificate in Ethics, Faculty of Arts

Approved: Proposed Admission/Transfer and Academic Standing requirements for a new interdisciplinary Bachelor of Arts major in Media Studies, Faculty of Arts

Approved: Proposed Changes to existing Entrance Requirements and Academic Standing requirements for the Master of Science program in Communication Sciences and Disorders, Faculty of Graduate Studies and Research and the Faculty of Rehabilitation Medicine.

3. Items Discussed

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

Terms of reference and records of meetings for this committee can be found at:
https://www.ualberta.ca/governance/member-zone/gfc-standing-committees#GFC_ASC

Submitted by:
Tammy Hopper
Chair, GFC Academic Standards Committee

FOR THE GFC MEETING OF MAY 28, 2018

I am pleased to report on the following highlights of the Board of Governors' Open Session meeting held on May 11, 2018:

REPORT OF THE PRESIDENT

The President provided a written report on his activities since March 16, 2018, including updates on the five strategic goals of *For the Public Good*: build; experience; excel; engage; and sustain. In addition to his written report, Dr Turpin provided verbal remarks on: a recent joint Board / Senate discussion with Dr Julia Eastman, University Secretary at the University of Victoria, on the topic of university autonomy; accolades to the recipients of the *Guggenheim Fellowship* and the *McCalla Professorships*; the recent arrival of Dr Matthias Ruth as Vice-President (Research) and an acknowledgement of Dr Walter Dixon's work as Interim Vice-President (Research); Dr Lois Harder's appointment as Principal of the Peter Lougheed Leadership College and her plans to develop the depth and breadth of programming at the college; and the University of Alberta's Comprehensive Institutional Plan (2018-2021), scheduled for final approval at the June Board of Governors meeting.

DISCUSSION ITEMS

The Board discussed:

- the latest updates on the university budget, approved at the March 16, 2018 Board of Governors meeting, including plans to deal with any funding differences as budget variances and possible areas for one-time investments of any additional resources.
- an update from the Board Working Group, focused primarily on delegation of authority and board committee structure and mandates.

BOARD OF GOVERNORS' MOTION SUMMARY

On the recommendation of the Finance and Property Committee, the Board of Governors approved:

- the collection of the Graduate Students' Association (GSA) Fees and the University of Alberta Students' Union Fee Schedule 1 for the 2018-19 academic year;
- the execution of a Borrowing Resolution requesting approval of mortgage financing for the construction and design related to the functional renewal of the Lister Centre Classic Towers for a total borrowing amount not to exceed seventy-five million, five hundred thousand dollars (\$75,500,000) in Canadian funds for a term of not more than thirty (30) years at an interest rate of not more than 4.5%; and application to the Minister of Infrastructure for the required approval of the Lieutenant Governor in Council.
- the approval of the disposition, of up to 15,000 square feet (1,394 square metres) of space within the Saville Community Sports Centre, on land legally described as Plan 1225150, Block 1, Lot 2 in the City of Edmonton, Alberta, via leases with terms not to exceed 15 years (including renewal options), on terms and conditions acceptable to the Vice-President (Facilities and Operations); and application to the Minister of Infrastructure for the required approval of the Lieutenant Governor in Council for the granting of the disposition, via lease, as set forth in Attachment 1.

On the recommendation of the Finance and Property Committee and the General Faculties Council Academic Planning Committee, the Board of Governors approved the proposed Augustana Campus Long Range Development Plan Amendment 2018.

On the recommendation of the Board Chair, Mr Michael Phair, the Board of Governors approved the following new appointments to Board Committees:

- Fahed Elian, Graduate Students' Association representative, to the Safety, Health and Environment Committee;
- Levi Flaman, Undergraduate Student Representative, to the Safety, Health and Environment Committee and the University Relations Committee;
- Reed Larsen, President of the Students' Union, to the Finance and Property Committee and the Learning and Discovery Committee; and

- Sasha van der Klein, President of the Graduate Students' Association, to the Finance and Property Committee, the Learning and Discovery Committee, and the University Relations Committee.

INFORMATION REPORTS

- Report of the Audit Committee
 - Appointment of Charlene Butler as Committee Vice-Chair
 - Management's Quarterly Compliance Certificate
 - Report on External Audit Activity
 - Material distributed between meetings: Announcement - Director, Internal Audit Services and University Auditor
 - University of Alberta Centres and Institutes Annual Report
 - 2018-19 Institutional Risk Summary
 - Risk Management Disaster Recovery / Business Continuity Plan
 - Financial Risk Management Overview / Insurance Report
 - Competitive Bid Exception Report
 - Report on Significant Accounting Estimates - Risk of Material Misstatement
 - Financial Fraud Risk Assessment
 - Update on Risk-Based Internal Audit Plan
- Report of the Finance and Property Committee
 - University of Alberta Properties Trust Inc. (UAPTI) Annual Report
 - Learning Moment: Land Inventory
 - Update on the University of Alberta's Comprehensive Institutional Plan (CIP) (2018-2020)
 - Information Systems & Technology (IST) Annual Report
- Report of the Human Resources and Compensation Committee
 - Employee and Board of Governors' Codes of Conduct
 - Briefing: Academic Decision-Making during a Labour Disruption
- Report of the Learning and Discovery Committee
 - Proposal from the Faculty of Graduate Studies & Research for a New Post-Baccalaureate Certificate in Sport and Recreation Management, Faculty of Kinesiology, Sport, and Recreation
 - Appointment of Mary Pat Barry as Committee Vice-Chair
 - University of Alberta Centres and Institutes Annual Report
 - Learning Moment: Research Ecosystem in Canada
 - Update on the University of Alberta's Comprehensive Institutional Plan (CIP) (2018-2020)
 - Report from the Provost and Vice-President (Academic)
 - Report from the Vice-President (Research)
 - Graduate Student Enrolment Report 2017-18
 - Annual Report on Undergraduate Enrolment 2017-18
- Report of the Safety, Health and Environment Committee
 - Dashboard Review
 - Strategic Initiative: Development and Implementation of Safety Program for Supervisors in ELearning Format
 - Memo from the Associate Vice-President (Risk Management Services) and the Associate Vice-President (Operations and Maintenance)
 - Memo from the Vice-Provost and Dean of Students
 - First Quarter Health and Safety Indicator Report
 - Safety Moment: When Things go Right
 - SLOWPOKE Update
 - Occupational Health and Safety Act Amendment Updates
 - Campus and Facilities Safety and Security Presentation

The Board also received reports from the Chancellor, Alumni Association, Students' Union, Graduate Students' Association, Association of Academic Staff of the University of Alberta, Non-Academic Staff Association, General Faculties Council, and the Board Chair.

Prepared for: Katherine Binhammer, GFC Representative on the Board of Governors
By: Erin Plume, Assistant Board Secretary

Please note: official minutes from the open session of the May 11, 2018 Board of Governors' meeting will be posted on the University Governance website once approved by the Board at its June 15, 2018 meeting: www.governance.ualberta.ca/BoardofGovernors/Board/BoardMinutes.aspx.

OUTLINE OF ISSUE
Advice, Discussion, Information Item

Agenda Title: **Centres and Institutes Committee (CIC) Annual Report 2016-2017**

Item

Proposed by	Steven Dew, Provost and Vice-President (Academic)
Presenter	Randy Goebel, Vice-Provost and Associate Vice-President (Research) and Chair, Centres and Institutes Committee

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the item is (please be specific)	To provide the 2016-2017 Centres and Institutes Committee (CIC) Annual Report to the General Faculties Council.
Timeline/Implementation Date	N/A
Supplementary Notes and context	The role of the CIC is to ensure the integrity and maintenance of the University's rigorous processes for the establishment, operation, termination, oversight, and accountability of centres and institutes and maintains close communication with Deans and Vice-Presidents, as well as with Directors responsible for the daily oversight of academic and affiliated centres and institutes at the University of Alberta.

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 Governance Toolkit section Student Participation Protocol >	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> Centres and Institutes Committee (by email) for information Vice-Provosts' Council – March 19, 2018 President's Executive Committee-Operations (PEC-O) – February 15, 2018 GFC Academic Planning Committee – April 18, 2018 Board Audit Committee – April 16, 2018 Board Learning and Discovery Committee - April 27, 2018 Board of Governors – May 11, 2018 GFC Executive Committee – May 14, 2018
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> Centres and Institutes Committee (CIC) Vice-Provosts' Council – March 19, 2018 President's Executive Committee-Operations (PEC-O) – February 15, 2018
	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none">

Alignment/Compliance

Alignment with Guiding Documents	<p><i>For the Public Good</i></p> <p>ENGAGE: 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>
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	<p>EXCEL: Objective 11: Advance the University of Alberta’s reputation for research excellence by pursuing fundamental and original questions and ideas, pushing the frontiers of knowledge, inspiring creative experimentation, driving innovation, and advancing society.</p>
<p>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>Post-Secondary Learning Act (PSLA): The Government of Alberta’s <i>Post-Secondary Learning Act</i> gives the Board of Governors the authority to “develop, manage and operate, alone or in co-operation with any person or organization, programs, services and facilities for the education or cultural advancement of the people of Alberta” (section 60(1)).</p> <p>Post-Secondary Learning Act (PSLA): The <i>Post-Secondary Learning Act (PSLA)</i> gives General Faculties Council (GFC) responsibility, subject to the authority of the Board of Governors, over "academic affairs" (section 26(1)).</p> <p><u>UAPPL Centres and Institutes Policy</u></p> <p><u>UAPPOL Academic Centres and Institutes Establishment Procedure</u></p> <p><u>UAPPOL Academic Centres and Institutes Operation Procedure</u> [...]</p> <p>Section 1. ANNUAL REPORTING “The Provost’s Office will provide an annual report to the Board Audit Committee listing all affiliated centres and institutes and dates for review/renewal of agreements.” [...]</p> <p>Section 3: PROPOSALS FOR MAJOR CHANGES TO ACADEMIC CENTRES OR INSTITUTES “All proposals for major changes to academic centres and institutes shall be submitted to the Academic Planning Committee (APC) for approval. Where there is a question or dispute regarding whether or not a proposed change to a centre or institute is major, the Provost and Vice-President (Academic) will make the determination after consulting with the Vice-President (Research) and other appropriate parties.” [...]</p> <p>Section 4: ANNUAL REPORTING BY ACADEMIC PLANNING COMMITTEE TO GENERAL FACULTIES COUNCIL “All approvals and re-namings of academic centres and institutes must be included in APC’s annual report to General Faculties Council.” [...]</p> <p><u>UAPPOL Academic Centres and Institutes Termination Procedure:</u></p> <p>Board Audit Committee Terms of Reference 3. MANDATE OF THE COMMITTEE Except as provided in Section 4 hereof and in the Board's General Committee Terms of Reference, the Committee shall monitor, evaluate and make decisions on behalf of the Board with respect to all auditing, financial reporting and internal control functions relating to the University</p> <p>s) review any published documents containing financial information derived from the financial statements and consider whether the information contained in these documents is consistent with the</p>

	<p>information contained in the financial statements</p> <p>Board Learning and Discovery Committee Terms of Reference (3. Mandate of the Committee): “Except as provided in paragraph 4 hereof and in the Board’s General Committee Terms of Reference, the Committee shall, in accordance with the Committee’s responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board.</p> <p>Without limiting the generality of the foregoing the Committee shall:</p> <p>[...]</p> <p>j. ensure that the academic teaching and research activities at the University are administered and undertaken in a manner consistent with the vision and mission of the University;</p> <p>[...].</p> <p>GFC Academic Planning Committee Terms of Reference “11. Centres and Institutes All proposals for establishment of academic centres and institutes shall be submitted in accordance with University policy and procedure as set out in the University of Alberta Policies and Procedures Online (UAPPOL).”</p>
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Attachments

1. Centres and Institutes Committee (CIC) Annual Report 2016-2017 (pages 1 – 3)
2. Academic Centres and Institutes – Strategic Review Schedule (as at December 2017) (pages 1 – 4)
3. CIC Terms of Reference and Membership (pages 1 – 2)
4. Online listing for Approved Centres and Institutes at the University of Alberta
(<http://faculties.ualberta.ca/centresinstitutes>)
5. UAPPOL Centres and Institutes Policy and Procedure
(<https://policiesonline.ualberta.ca/PoliciesProcedures/Pages/DispPol.aspx?PID=24>)

Prepared by: Cindy Watt and Andrea Patrick, Office of the Provost and Vice-President (Academic)

**CENTRES AND INSTITUTES COMMITTEE (CIC)
2016-2017 Annual Report to VPC (August 2016-December 2017)**

1. ACADEMIC CENTRES AND INSTITUTES		ATTACHMENT 1
APPROVED by GFC Academic Planning Committee (APC):		
School of Public Health	Centre for Health System Improvement (CHSI)	Approved by GFC APC September 13, 2017
FIVE YEAR STRATEGIC REVIEW/AGREEMENT RENEWAL COMPLETED, UNDERWAY OR PENDING		
Arts	Population Research Laboratory – Reviewed by S. Landon in October 2016 (in consultation with R. Goebel, Vice-Provost and AVP Research). Lise Gotell, Acting Dean, confirmed by email that PRL would not be continuing and will be terminated as an academic centre.	Termination pending official letter from Acting Dean Gotell, or Dean Cormack
Arts	Kule Folklore Centre	2016
VP Research	Integrative Health Institute (IHI) – Institutional Review and subsequent External Review	Reports Pending
VP Research	Integrative Health Institute (IHI) – Strategic Review (early)	Completed June 2017
ALES	CHAN – Centre for Health and Nutrition	Completed August 2016
Education	Canadian Centre for Research on Literacy	Completed 2016
	Centre for Global Citizenship	Completed 2016
FOMD	Alberta Respiratory Center	Completed 2016
FOMD	Medically At-Risk Driver (MARD) (reported last cycle as inactive, not operating, unfunded by reporting Dean during last reporting period; subsequently underwent strategic review and now deemed in good standing by reporting Dean)	Reviewed by Reporting Dean – reinstated as an active academic centre within FOMD
Native Studies	Rupertsland Centre for Metis Research	Completed December 2016
TERMINATION OR IN THE PROCESS OF REVIEW/SUSPENSION (approved and submitted by Reporting Faculty Dean and/or Vice-President)		
Engineering	Alberta Centre for Surface Engineering and Science. Reviewed by Reporting Dean and now under review by Reporting Dean who is considering possible closure or re-scoping.	Pending Dean's Review
Arts	Population Research Laboratory – Reviewed by S. Landon (Faculty of Arts) in October 2016 (in consultation with R. Goebel, Vice-Provost and AVP Research). Lise Gotell, Acting Dean, confirmed by email that PRL would not be continuing and would be terminated as an academic centre.	Termination pending official termination letter from Acting Dean Gotell, or Dean Cormack
Education	JP Das Centre – Operation suspended (unable to secure a director)	Pending Dean Tupper's Review and decision

RENAMED OR IN THE PROCESS OF RENAMING (at the request of Reporting Faculty Dean and/or Vice-President)		
ALES	Alberta Institute for Human Nutrition – as part of strategic review, renamed as the Centre for Health and Nutrition (CHAN) (in partnership with SPH). Supported and approved by Deans Blade and Young (School of Public Health). No change in scope, funding, governance or mission - deemed a minor change under UAPPOL.	Approved by Vice-Provost and AVP (Research) and Centres and Institutes Committee-September 2016.
Engineering	Canadian Centre for Clean Coal/Carbon and Mineral Processing (C5MPT) renamed to the Canadian Centre for Clean Carbon and Mineral Processing Technologies (CMPT)	March 2017 approved by Vice-Provost (Academic) and AVP (Research) as a minor change under UAPPOL
Science	Alberta Innovates Centre for Machine Learning (AICML) to the Alberta Machine Intelligence Institute (Amii). This name change is deemed a minor change under UAPPOL Centres and Institute Policy and Procedure. AICML/Amii Governance and organizational structure, as well as its mission and mandate, will remain unchanged.	January 2017 approved by Vice-Provost (Academic) and AVP (Research)
FOMD	Alberta Asthma Centre name change to Alberta Respiratory Centre	Approved by Vice-Provost (Academic) and AVP (Research) and Centres and Institutes Committee as a minor change under UAPPOL
School of Public Health	Centre for Health Promotion Studies (CHPS) renamed to Centre for Healthy Communities (CHC)	August 2017 approved by Vice-Provost (Academic) and AVP (Research) as a minor change under UAPPOL
TRANSFERRED (with agreement of Reporting Dean and/or Vice-President) <u>None</u> during this reporting period		
PROPOSALS FOR NEW ACADEMIC CENTRES/INSTITUTES PENDING OR UNDER REVISION		
Digital Research Centre	Proposed by Vice-Provost and Chief Librarian in August 2016. Since then, Libraries has undergone leadership change. This proposal is on hold at this time.	Pending further information from Libraries
Kinesiology, Sport and Recreation	University of Alberta Institute for Sport (UAIS) (reviewed by Centres and Institutes Committee (May 2017) – revisions recommended prior to GFC APC consideration of the proposal	Proposal remains pending at Dec 2017
Campus St. Jean	Institut Marcelle et Louis Desrochers (This proposed institute is also included in the forthcoming University of Alberta fundraising campaign and is an element of Campus Saint-Jean’s own ”Horizons	Proposal pending (currently in discussion with Vice-Provost and AVP Research)

	francophones” fundraising campaign – will be reviewed by CSJ Faculty Council in February 2018)	
Engineering	Steel Institute (early discussions with Faculty)	Pending
	Centre for Welding and Joining (ongoing discussions with Faculty – Goetz Dapp)	Pending

2. AFFILIATED CENTRES AND INSTITUTES

APPROVED by the President’s Executive Committee-Operations (PEC-O) AND/OR AGREEMENT SIGNED: None during this reporting period

PROPOSALS FOR NEW AFFILIATED CENTRES/INSTITUTES PENDING OR UNDER REVISION

Science	Vice-President (Research)	The Metabolomics Innovation Centre (TMIC) – pending governance structure review by CIC	Proposal pending March 2018
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STRATEGIC REVIEW AND/OR AGREEMENT RENEWAL (5 YEAR) (or as directed by contractual agreements and submitted by Reporting Faculty Dean and/or Vice-President)

Extension	Vice-President (Academic)	Centre for Public Involvement (CPI) (Extension) – approved by PEC-O in 2012.	Agreement with City of Edmonton executed December 2016/ signed by Provost January 2017 (Agreement expires Dec 2021)
Law	Vice-President (Academic)	Alberta Law Reform Institute (ALRI) (Law) Expired agreements signed: <ul style="list-style-type: none"> 1. Continuation Agreement 2. Affiliation Agreement 3. Service Agreement 4. License Agreement 	January 2018 – Agreements signed and executed with the Law Society of Alberta. The Agreements expire on March 31, 2022.

TERMINATION OR IN THE PROCESS OF TERMINATION (approved by Reporting Faculty Dean and/or Vice-President): None during this reporting period

RENAMED OR IN THE PROCESS OF RENAMING (at the request of Reporting Faculty Dean and/or Vice-President): None during this reporting period

3. UAPPOL CENTRES AND INSTITUTES POLICY AND PROCEDURE REVISIONS (as approved by GFC Executive Committee, or Board of Governors, or President’s Executive Committee) AND FORM DOCUMENT UPDATES (as approved by the Centres and Institutes Committee):

There have been no UAPPOL revisions during this reporting period, although the Centres and Institutes Committee at its meeting of May 9, 2017, resolved to undertake a review of the UAPPOL Centres and Institutes Policy Suite in 2018/2019. No major policy or procedure problems were identified at that meeting, but review of some of the definitions in the policy for clarity and relevance, and some general editing to ensure alignment in the policy suite was discussed. The review is planned to begin in 2018.



Office of the Provost and Vice-President
(Academic)

Updated January 2018

Schedule of Strategic Review/Renewal of Academic Centres and Institutes

Faculty/Dean

ALES

Centre for Health and Nutrition
Alberta Poultry Research Centre
Dairy Research and Technology Centre
Environmental Research and Studies Centre
Rangelands Research Institute

Planned Strategic Review

Note: Dates in consultation with
Faculties

2021
2015
Under Dean's Review
Under Dean's Review
2016

BUSINESS

Canadian Centre for Corporate Social Responsibility
Canadian Corporate Governance Institute
Centre for Applied Business Research in Energy and the Environment
Centre for Effective Business Management of Addiction Treatment
Centre for Entrepreneurship and Family Enterprise
Centre for Excellence in Operations
Centre for International Business Studies
School of Retailing
Technology Commercialization Centre

2018
Under Dean's Review
2015
2015
2014
2014
2015
2018
2014

ARTS

Kule Institute for Advanced Studies
Canadian Institute for Research Computing in the Arts
Canadian Institute of Ukrainian Studies
Canadian Literature Centre/Centre de littérature canadienne

2020
pending
2020
2021

Centre for Ethnomusicology	2021
Institute for Public Economics	Under Dean's Review
Institute of Prairie Archaeology	2018
Kule Folklore Centre	2021
Parkland Institute	2020
Population Research Laboratory	2018
Prince Takamado Japan Centre for Teaching and Research	2021
Wirth Institute for Austrian and Central European Studies	2021

AUGUSTANA

Alberta Centre for Sustainable Rural Communities	2018
Chester Ronning Centre for the Study of Religion and Public Life	2015

CAMPUS SAINT-JEAN

	2016
Insitut d'etudes canadiennes/Canadian Studies Centre	2015
Institut pour le patrimoine de la francophonie de l'Ouest Canadien	

EDUCATION

Canadian Centre for Research on Literacy	2021
Centre for Global Citizenship Education and Research	2021
Centre for Mathematics, Science and Technology Education	2019
Centre for Research for Teacher Education and Development	2019
Centre for Research in Applied Measurement and Evaluation	2018
Institute for Sexual Minority Studies and Services	2017
JP Das Centre on Developmental and Learning Disabilities	2019
Western Canadian Centre for Deaf Studies	2019

ENGINEERING

Alberta Centre for Surface Engineering and Science	Under Dean's Review
Canadian Centre for Clean Carbon and Mineral Processing Technologies	2022
Imperial Oil Institute for Oil Sands Innovation	2018

EXTENSION

	City Region Studies Centre	TBD
	CommunityUniversity Partnership for the Study of Children, Youth and Families	TBD
LAW		
	Centre for Constitutional Studies	2019
	Health Law Institute	2017
MEDICINE AND DENTISTRY		
	Alberta Respiratory Centre	2021
	Alberta Centre for Prions and Protein Folding Diseases	2014
	Alberta Diabetes Institute	2016
	Alberta Transplant Institute	2019
	Alberta Transplant Applied Genomics Centre	2014
	Canadian VIGOUR Centre	2016
	Cardiovascular Research Centre	2014
	Neuroscience and Mental Health Institute NMHI	2019
	Centre for Health and Culture	2021
	Li Ka Shing Institute of Virology	2019
	The John Dossetor Health Ethics Centre	2017
	University of Alberta Multiple Sclerosis Centre	2018
	Women and Children's Health Research Institute	2021
	Cancer Research Institute of Northern Alberta (CRINA)	2019
	Cardiovascular Translational Science Institute (CTSI)	2019
NATIVE STUDIES		
	Rupertsland Centre for Metis Research	2021
NURSING		
	International Institute for Qualitative Methodology	2021
PHARMACY AND PHARMACEUTICAL SCIENCES		
	Drug Development and Innovation Centre	2015

KINESIOLOGY, SPORTS AND RECREATION

Steadward Centre for Personal and Physical Achievement	2014/19/24
The Alberta Centre for Active Living	2015/20/25

SCHOOL OF PUBLIC HEALTH

Injury Prevention Centre	2021
Centre for Health System Improvement (CHSI)	2022
Centre for Healthy Communities (formerly CHPS)	2022

REHABILITATION MEDICINE

Alberta Centre on Aging	no activity
Institute for Stuttering Treatment and Research	2018
Glen Sather University of Alberta Sports Medicine Clinic	2015
Rehabilitation Research Centre	2015

SCIENCE

Alberta Centre for Earth Observation Sciences	2017
Alberta Glycomics Centre	2019
Alberta Machine Intelligence Institute	2021
Applied Mathematics Institute	2018
Canadian Centre for Isotopic Microanalysis	pending
Centre for Mathematical Biology	2018
Centre for Particle Physics	2017
Institute for Geophysical Research	2018
Institute for Space Science, Exploration and Technology	2017
Theoretical Physics Institute	2017

PROVOST AND VP ACADEMIC

China Institute at the University of Alberta	2019
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VICE-PRESIDENT RESEARCH

Alberta Land Institute	2015
Integrative Health Institute IHI	2019





CENTRES and INSTITUTES COMMITTEE (CIC) TERMS OF REFERENCE

1. Purpose

Reporting to the President's Executive Committee – Operations (PEC-O), the Centres and Institutes Committee is responsible for ensuring that all academic centres and institutes of the University of Alberta, or centres and institutes affiliated with the University of Alberta, have received appropriate approval and understand their obligations. The Centres and Institutes Committee is tasked with ensuring that the risk to the University associated with centres, institutes and other external academic partnerships is both understood and documented, and that appropriate procedures and controls are in place to mitigate or manage any risks.

2. Committee Mandate

The Centres and Institutes Committee will:

- Ensure that all academic centres and institutes at the University have received approval through UAPPOL policy.
- Ensure that all centres and institutes affiliated with the University and other external academic partnerships have received approval through UAPPOL policy.
- Provide advice and recommendations to Deans and professors/principal investigators, and other individuals on the development of proposals to establish centres and institutes, and on the need for appropriate agreements for affiliated centres and institutes, and external academic partnerships.
- Review draft proposals to establish centres and institutes to ensure all requisite components of a proposal, as set out in UAPPOL Centres and Institutes Policy, have been included. Based on the review, provide a recommendation to the Provost and Vice-President (Academic) if the proposal should proceed through Governance, be returned to the proponent for additional work, or if the proposal should be declined.
- Review proposals to ensure stated financial plans are credible and sustainable.
- Make recommendations to PEC-O regarding affiliated centres, institutes and external academic partnerships.
- Periodically review UAPPOL Centres and Institutes Policy to ensure it is current and make recommendations on same.
- Respond to any matters as delegated by PEC-O.
- Ensure effective communication between sponsors of centres, institutes and external academic partnerships and with the offices of General Counsel, Financial Services (Risk Management), Facilities and Operations, and Human Resources.



3. Committee Composition

The committee shall consist of the following core members:

- Vice-Provost (Academic), Chair (*or designate*)
- SAO, Office of the Vice-President (Research)
- General Counsel (*or designate*)
- Director, Resource Planning
- CEO, TEC Edmonton (*or designate*)
- Manager, Insurance and Risk Assessment
- Director Financial Accounting and Reporting (Financial Services) (*or designate*)
- Vice-Provost and Associate Vice-President (HRS) (*or designate*) to attend as agenda items warrant
- Vice-Provost and Associate Vice-President (Information Services and Technology) (*or designate*) to attend as agenda items warrant.

Other individuals will attend as invited by the Chair.

4. Committee Meetings

The Centres and Institutes Committee will meet ad hoc at the call of the Chair.

Agendas will be managed by the Chair and with the assistance of the Committees Manager. Normally, materials will be circulated in advance to all members. In the case of urgent and important items that have not been placed on the agenda in advance, these will be added to the agenda at the call of the Chair.

5. Administrative Support

The Office of the Provost and Vice-President (Academic) will provide administrative support to the committee; the Centres and Institutes Committee shall be supported by the Committees Manager.

The Office of the Provost will hold official records of the Committee's deliberations. The records of the Committee will be subject to the provincial FOIPP legislation and comply with the records retention schedule of the Office of the Provost and Vice-President (Academic).

Approved: PEC-O October 11, 2012/Membership update PEC-O December 11, 2014 (VP IT/AVP IST, General Counsel (*or designate*); Committee Meetings – ad hoc June 2015.

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SAB (South Academic Building)
 UA Council Chamber (2-1 University Hall)

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Meeting Title	Committee	Date	Start	End	Location
Nominating Committee	NC	Wednesday, August-29-2018	10:00 AM	12:00 PM	3-07 SAB
Committee on the Learning Environment	CLE	Wednesday, September-05-2018	2:00 PM	4:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, September-06-2018	10:00 AM	12:00 PM	2-31 SAB
GFC Development: GFC Committee Chairs' Orientation	GFC	Monday, September-10-2018	12:00 PM	1:45 PM	Council Chamber
Executive Committee	EXEC	Monday, September-10-2018	2:00 PM	4:00 PM	Council Chamber
Governance 101 Session	Gov. 101	Tuesday, September-11-2018	12:00 PM	1:45 PM	Council Chamber
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, September-11-2018	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, September-12-2018	2:00 PM	4:00 PM	2-31 SAB
Academic Standards Committee	ASC	Thursday, September-20-2018	10:00 AM	12:00 PM	2-31 SAB
GFC Development: GFC New Members' Orientation	GFC	Monday, September-24-2018	12:00 PM	1:30 PM	Council Chamber
General Faculties Council	GFC	Monday, September-24-2018	2:00 PM	4:00 PM	Council Chamber
Academic Planning Committee	APC	Wednesday, September-26-2018	2:00 PM	4:00 PM	2-31 SAB
Student Conduct Policy Committee	SCPC	Thursday, September-27-2018	9:30 AM	11:00 AM	2-31 SAB
Facilities Development Committee	FDC	Thursday, September-27-2018	1:30 PM	4:00 PM	2-31 SAB
Committee on the Learning Environment	CLE	Wednesday, October-03-2018	2:00 PM	4:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, October-04-2018	10:00 AM	12:00 PM	2-31 SAB
University Teaching Awards Committee	UTAC	Thursday, October-04-2018	1:00 PM	2:00 PM	3-07 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, October-09-2018	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, October-10-2018	2:00 PM	4:00 PM	2-31 SAB
Executive Committee	EXEC	Monday, October-15-2018	2:00 PM	4:00 PM	2-31 SAB
Academic Standards Committee	ASC	Thursday, October-18-2018	10:00 AM	12:00 PM	2-31 SAB
General Faculties Council	GFC	Monday, October-22-2018	2:00 PM	4:00 PM	Council Chamber
Nominating Committee	NC	Wednesday, October-24-2018	10:00 AM	12:00 PM	3-07 SAB
Academic Planning Committee	APC	Wednesday, October-24-2018	2:00 PM	4:00 PM	2-31 SAB
Student Conduct Policy Committee	SCPC	Thursday, October-25-2018	9:30 AM	11:00 AM	2-31 SAB
Facilities Development Committee	FDC	Thursday, October-25-2018	1:30 PM	4:00 PM	2-31 SAB
Committee on the Learning Environment	CLE	Wednesday, October-31-2018	2:00 PM	4:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, November-01-2018	10:00 AM	12:00 PM	2-31 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, November-06-2018	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, November-07-2018	2:00 PM	4:00 PM	2-31 SAB
Academic Standards Committee	ASC	Thursday, November-08-2018	10:00 AM	12:00 PM	2-31 SAB
Executive Committee	EXEC	Monday, November-19-2018	2:00 PM	4:00 PM	2-31 SAB
Student Conduct Policy Committee	SCPC	Thursday, November-22-2018	9:30 AM	11:00 AM	2-31 SAB
Facilities Development Committee	FDC	Thursday, November-22-2018	1:30 PM	4:00 PM	2-31 SAB
General Faculties Council	GFC	Monday, November-26-2018	2:00 PM	4:00 PM	Council Chamber
Nominating Committee	NC	Wednesday, December-05-2018	10:00 AM	12:00 PM	3-07 SAB
Committee on the Learning Environment	CLE	Wednesday, December-05-2018	2:00 PM	4:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, December-06-2018	10:00 AM	12:00 PM	2-31 SAB
Executive Committee	EXEC	Monday, December-10-2018	2:00 PM	4:00 PM	2-31 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, December-11-2018	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, December-12-2018	2:00 PM	4:00 PM	2-31 SAB

SAB (South Academic Building)
 UA Council Chamber (2-1 University Hall)

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Academic Standards Committee	ASC	Thursday, December-13-2018	10:00 AM	12:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, January-03-2019	10:00 AM	12:00 PM	2-31 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, January-08-2019	2:00 PM	4:00 PM	2-15 SAB
Executive Committee	EXEC	Monday, January-14-2019	2:00 PM	4:00 PM	2-31 SAB
Academic Planning Committee	APC	Wednesday, January-16-2019	2:00 PM	4:00 PM	2-31 SAB
Academic Standards Committee	ASC	Thursday, January-17-2019	10:00 AM	12:00 PM	2-31 SAB
Student Conduct Policy Committee	SCPC	Thursday, January-24-2019	9:30 AM	11:00 AM	2-31 SAB
Facilities Development Committee	FDC	Thursday, January-24-2019	1:30 PM	4:00 PM	2-31 SAB
GFC Development: GFC/Board of Governors Summit	GFC	Friday, January-25-2019	day		TBD
General Faculties Council	GFC	Monday, January-28-2019	2:00 PM	4:00 PM	Council Chamber
ASC Subcommittee on Standards	ASC SOS	Thursday, January-31-2019	10:00 AM	12:00 PM	2-31 SAB
Governance 101 Session	Gov. 101	Monday, February-04-2019	12:00 PM	1:45 PM	Council Chamber
Nominating Committee	NC	Wednesday, February-06-2019	10:00 AM	12:00 PM	3-07 SAB
Committee on the Learning Environment	CLE	Wednesday, February-06-2019	2:00 PM	4:00 PM	2-31 SAB
GFC Development: University Governance CIP Briefing	GFC	Friday, February-08-2019	8:00 AM	10:00 AM	Council Chamber
Executive Committee	EXEC	Monday, February-11-2019	2:00 PM	4:00 PM	2-31 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, February-12-2019	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, February-13-2019	2:00 PM	4:00 PM	2-31 SAB
Academic Standards Committee	ASC	Thursday, February-14-2019	10:00 AM	12:00 PM	2-31 SAB
Facilities Development Committee	FDC	Thursday, February-14-2019	1:30 PM	4:00 PM	2-31 SAB
General Faculties Council	GFC	Monday, February-25-2019	2:00 PM	4:00 PM	Council Chamber
University Teaching Awards Committee	UTAC	Thursday, February-28-2019	1:00 PM	2:30 PM	3-07 SAB
Executive Committee	EXEC	Monday, March-04-2019	2:00 PM	4:00 PM	2-31 SAB
Committee on the Learning Environment	CLE	Wednesday, March-06-2019	2:00 PM	4:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, March-07-2019	10:00 AM	12:00 PM	2-31 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, March-12-2019	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, March-13-2019	2:00 PM	4:00 PM	2-31 SAB
General Faculties Council	GFC	Monday, March-18-2019	2:00 PM	4:00 PM	Council Chamber
Academic Standards Committee	ASC	Thursday, March-21-2019	10:00 AM	12:00 PM	2-31 SAB
Facilities Development Committee	FDC	Thursday, March-21-2019	1:30 PM	4:00 PM	2-31 SAB
Academic Planning Committee	APC	Wednesday, March-27-2019	2:00 PM	4:00 PM	2-31 SAB
Nominating Committee - Student Replenishment	NC	Wednesday, April-03-2019	9:00 AM	12:00 PM	Senate Chamber
Committee on the Learning Environment	CLE	Wednesday, April-03-2019	2:00 PM	4:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, April-04-2019	10:00 AM	12:00 PM	2-31 SAB
University Teaching Awards Committee (Adjudication)	UTAC	Thursday, April-04-2019	1:00 PM	4:00 PM	3-07 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, April-09-2019	2:00 PM	4:00 PM	2-15 SAB
Student Conduct Policy Committee	SCPC	Thursday, April-11-2019	9:30 AM	11:00 AM	2-31 SAB
Executive Committee	EXEC	Monday, April-15-2019	2:00 PM	4:00 PM	2-31 SAB
Academic Planning Committee	APC	Wednesday, April-17-2019	2:00 PM	4:00 PM	2-31 SAB
Academic Standards Committee	ASC	Thursday, April-18-2019	10:00 AM	12:00 PM	2-31 SAB
Facilities Development Committee	FDC	Thursday, April-18-2019	1:30 PM	4:00 PM	2-31 SAB
University Teaching Awards Committee	UTAC	Thursday, April-25-2019	1:30 PM	3:30 PM	3-07 SAB

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Last Update: **14/05/2018 10:45 AM**

Document Deadline: 2 Weeks Prior to scheduled meeting date

General Faculties Council	GFC	Monday, April-29-2019	2:00 PM	4:00 PM	Council Chamber
Committee on the Learning Environment	CLE	Wednesday, May-01-2019	2:00 PM	4:00 PM	2-31 SAB
ASC Subcommittee on Standards	ASC SOS	Thursday, May-02-2019	10:00 AM	12:00 PM	2-31 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, May-07-2019	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, May-08-2019	2:00 PM	4:00 PM	2-31 SAB
Executive Committee	EXEC	Monday, May-13-2019	2:00 PM	4:00 PM	2-31 SAB
Nominating Committee - Staff Replenishment	NC	Wednesday, May-15-2019	9:00 AM	12:00 PM	Senate Chamber
Academic Standards Committee	ASC	Thursday, May-16-2019	10:00 AM	12:00 PM	2-31 SAB
Academic Planning Committee	APC	Wednesday, May-22-2019	2:00 PM	4:00 PM	2-31 SAB
Student Conduct Policy Committee	SCPC	Thursday, May-23-2019	9:30 AM	11:00 AM	2-31 SAB
Facilities Development Committee	FDC	Thursday, May-23-2019	1:30 PM	4:00 PM	2-31 SAB
General Faculties Council	GFC	Monday, May-27-2019	2:00 PM	4:00 PM	Council Chamber
Governance 101 Session	Gov. 101	Monday, June-03-2019	12:00 PM	1:45 PM	Council Chamber
ASC Subcommittee on Standards	ASC SOS	Thursday, June-06-2019	10:00 AM	12:00 PM	2-31 SAB
Executive Committee	EXEC	Monday, June-10-2019	10:00 AM	12:00 PM	2-31 SAB
Undergraduate Awards and Scholarship Committee	UASC	Tuesday, June-18-2019	2:00 PM	4:00 PM	2-15 SAB
Academic Planning Committee	APC	Wednesday, June-19-2019	2:00 PM	4:00 PM	2-31 SAB
Academic Standards Committee	ASC	Thursday, June-20-2019	10:00 AM	12:00 PM	2-31 SAB