



General Faculties Council
 Academic Planning Committee
 Approved Open Session Minutes

Wednesday, December 12, 2018
 2-31 South Academic Building (SAB)
 2:00 PM - 4:00 PM

ATTENDEES:

Steven Dew, Chair
 Jason Acker
 Laura Beard (delegate)
 Robert Bilak
 Shannon Erichsen
 Gitta Kulczycki
 Susanne Luhmann
 Christopher Mackay
 Pirkko Markula

Roger Moore
 Melissa Padfield
 Jerine Pegg
 Emma Ripka (delegate)
 Susan Sommerfeldt
 Sasha van der Klein

Regrets:
 Katy Campbell

Reed Larsen
 Matthias Ruth
 Ding Xu

Staff:
 Meg Brolley, GFC Secretary
 Marion Haggarty-France,
 University Secretary
 Heather Richholt, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Pegg/Acker

THAT the GFC Academic Planning Committee approve the Agenda.
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CARRIED

2. Approval of the Open Session Minutes of November 7, 2018

Materials before members are contained in the official meeting file.

Motion: van der Klein/Erichsen

THAT the GFC Academic Planning Committee approve the Open Session Minutes of October 24, 2018.
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CARRIED

3. Comments from the Chair (no documents)

The Chair noted a memorial service was held for Dr Richard Fedorak, Dean of the Faculty of Medicine and Dentistry, on December 11th and that it was a well-attended and moving event which paid tribute to Dr Fedorak's substantial contributions to the university and to his field of research.

The Chair updated members on Bill 19, *An Act to Improve the Affordability and Accessibility of Post-Secondary Education*, which received royal assent on December 11, 2018. He noted that his office would be meeting with the Ministry the following week for more context on regulations regarding tuition and mandatory non-instructional fees for 2020. He noted that domestic tuition for fall 2019 would remain frozen and that consultations regarding international student tuition had begun.

The Chair also updated members on Bill 2, *Growth and Diversification Act*, which had resulted in a call for new post-secondary seats in areas of technology including those in continuing education. He noted that the university had responded with seats in the Bachelor of Science, After Degree program as well as seats in programs in the Faculty of Extension.

The Chair informed members that the Board of Governors was currently working on its delegations and sub-delegations of authority and that this could have impact on the work of APC. He noted that administration had been asked to develop proposals on delegation of tuition changes within specific parameters to committee or administration.

The Chair noted that the joint Board of Governors/General Faculties Council/Senate Summit was scheduled for January 25, 2019 and the topic would be related to public perceptions of universities in an election year.

ACTION ITEMS

4. Proposal from the Faculty of Arts to terminate the Bachelor of Arts and Bachelor of Arts (Honors) in Chinese Studies and Japanese Studies, the Bachelor of Arts in Chinese and Japanese, and the minors in Chinese and Japanese

Materials before members are contained in the official meeting file.

Presenter(s): Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Purpose of the Proposal: The proposal is before the committee to terminate the program. Admission and transfer into the program has been suspended since 2015.

Discussion:

Dr Nagel gave a brief overview of the item and noted that admission to these honors programs was suspended in 2015. She noted that the topics had been consolidated into one major to increase flexibility and this had been a successful change.

Members discussed the Faculty's plan to grant program exceptions for any current students of these programs who would not complete by the termination date.

Motion: Beard/Moore

THAT the GFC Academic Planning Committee recommend that General Faculties Council approve the termination of the Bachelor of Arts and Bachelor of Arts (Honors) in Chinese Studies and Japanese Studies, the Bachelor of Arts in Chinese and Japanese, and the minors in Chinese and Japanese, as submitted by the Faculty of Arts, and as set forth in Attachment 1, to be effective July 2019

CARRIED

5. Bachelor of Fine Arts in Drama (Theatre Design) - Proposed Substantive Program Changes and Name Change to Bachelor of Fine Arts in Drama (Production)

Materials before members are contained in the official meeting file.

Presenter(s): Guido Tondino, Professor, Department of Drama, Theatre Design, Faculty of Arts

Purpose of the Proposal: To seek approval for substantive program changes to the existing BFA in Drama including the introduction of three second-level specializations: Design, Stage Management and Technical Theatre.

To seek approval for the renaming of the existing BFA in Drama (Theatre Design) to the BFA in Drama (Production).

Discussion:

Dr Tondino presented the changes to the program and explained how the new format would better serve students and the industry.

Members discussed the positive student support and consultation, the impact on the department's faculty and staff, and the alignment of the new name and structure with other post-secondary programs and with the industry.

Motion: van der Klein/Moore

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the proposed changes to the Bachelor of Fine Arts in Drama (Theatre Design) program, as submitted by the Faculty of Arts and as set forth in Attachment 1, to take effect July 1, 2019.

CARRIED

Motion: Sommerfeldt/Acker

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the renaming of the BFA in Drama (Theatre Design) to the BFA in Drama (Production), as submitted by the Faculty of Arts and as set forth in Attachment 2, to take effect July 1, 2019.

CARRIED

6. Increase to Minimum IELTS Band Scores for Graduate Admissions

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Interim Dean and Vice-Provost, Faculty of Graduate Studies and Research; Tammy Hopper, Chair, GFC Academic Standards Committee

Purpose of the Proposal: The proposal is before the committee to increase the minimum band score for the International English Language Testing System (Academic IELTS) to 5.5 for the English Language Proficiency entrance requirement.

Discussion:

Dr Hopper noted that the GFC Academic Standards Committee recommended this change and that it was coming forward to APC because it was a substantive change with university-wide implications.

Members spoke in favour of the proposal and discussed potential impact to recruitment and admissions, program specific requirements, non-IELTS tests and calibration with other tests, and data on graduate student success as related to their English language proficiency results.

Motion: Beard/Moore

THAT the GFC Academic Planning Committee approve, with delegated authority, an increase to the minimum band score for the International English Language Testing System (Academic IELTS) from 5.0 to 5.5 for graduate admission, as recommended by the GFC Academic Standards Committee, for implementation for Fall 2019 admissions, as set forth in Attachment 1.

CARRIED

7. Proposal from the Faculty of Graduate Studies and Research for Program Changes to the MSc, MEng and

PhD degree programs in Electrical and Computer Engineering.

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Interim Dean and Vice-Provost, Faculty of Graduate Studies and Research; Marek Reformat, Associate Chair, Department of Electrical and Computer Engineering, Faculty of Engineering

Purpose of the Proposal: To ensure that all program requirements for the MSc, MEng and PhD programs in Electrical and Computer Engineering are reflected in the University Calendar.

Discussion:

The Chair declared a conflict and did not participate.

Dr Burshtyn explained that this item was part of FGSR's calendar compliance project and that all of the regulations in the proposal were current practice. Dr Reformat gave a brief overview of the updates.

Members discussed the requirements for the course and thesis based Masters programs and the calculation of the admission GPA.

Motion: Acker/Ericksen

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing MSc, MEng and PhD degree programs in the Department of Electrical and Computer Engineering, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Engineering, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2019-2020 Calendar.

CARRIED

8. Proposal from the Faculty of Graduate Studies and Research for a New Combined Master of Business Administration/Master of Science in Physical Therapy Program, the Faculty of Business and the Faculty of Rehabilitation Medicine

Materials before members are contained in the official meeting file.

Presenter(s): Deborah Burshtyn, Interim Dean and Vice-Provost, Faculty of Graduate Studies and Research; Mark Hall, Associate Chair, Physical Therapy, Faculty of Rehabilitation Medicine; Chris Lynch, Senior Director, Recruitment, Admissions, Marketing, Alberta School of Business

Purpose of the Proposal: The proposal is before the committee to approve the proposed new combined degree of MBA/MScPT (Physical Therapy).

Discussion:

Dr Hall explained that an MBA would provide a solid business and leadership foundation that would prepare MScPT graduates to own and operate a private clinic, and enable them to more easily pursue leadership positions within the public healthcare sector.

Members asked questions about tuition costs, safety screening before the final year of clinical placement, credit differential between the combined degree and the two degrees taken separately, and core competencies.

Motion: Bilak/Ericksen

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, a new combined Master of Business Administration/Master of Science in Physical Therapy program (MBA/MScPT), as submitted by the Faculty of Graduate Studies and Research, the Faculty of Rehabilitation Medicine, and the Faculty of Business, and as set forth in Attachment 1, to take effect for September 1, 2019

CARRIED

9. Proposal for substantive revisions to the Master of Library and Information Studies (MLIS) course-based program in the School of Library and Information Studies (SLIS), Faculty of Graduate Studies & Research

Materials before members are contained in the official meeting file.

Presenter(s): Toni Samek, Chair, Faculty of Education, School of Library and Information Studies; Deborah Burshtyn, Interim Dean and Vice-Provost, Faculty of Graduate Studies and Research; Ali Shiri, Associate Chair and Graduate Coordinator, School of Library and Information Studies

Purpose of the Proposal: The proposal is before the committee because the School of Library and Information Studies proposes to reduce the course-load for the course-based MLIS program by *9 in elective courses, reducing the total course-load from *48 to *39. There will also be a non-credit capping exercise.

Discussion:

Dr Samek outlined the process used to determine the proper credit load for the program including an environmental scan, accreditation requirements, industry standards, and student and faculty consultation. She noted that the FGSR minimum for a course-based Master's program was 24 units of course weight.

Members asked about the electives that would be removed from the program and the breadth of electives from outside of SLIS that would be available to students. Members also discussed the student responses to questions about the proposal and the credit weight of the capping course.

Motion: Erichsen/Pegg

THAT the GFC Academic Planning Committee approve, under delegated authority from General Faculties Council, the proposed revisions to the Master of Library and Information Studies (MLIS) course-based program in the School of Library and Information Studies, as proposed by the Faculty of Graduate Studies & Research, and as set forth in Attachment 1, to be effective for admissions to July 1, 2019 (to be published in the 2020-2021 Calendar).

CARRIED

10. Proposal to rename Existing Post-Baccalaureate Certificates (PBCs) to Graduate Certificates: PBC in Pain Management; PBC in Stroke Rehabilitation; PBC in Francophone Practice for Speech Language Pathologists; PBC in Sexual Health; PBC in Bridging to Canadian Physical Therapy Practice; PBC in Indigenous Sport and Recreation; PBC in Sport and Recreation Management; PBC in Teaching and Learning in Higher Education

Materials before members are contained in the official meeting file.

Presenter(s): Tammy Hopper, Vice-Provost (Programs); Deborah Burshtyn, Interim Dean and Vice-Provost, Faculty of Graduate Studies and Research

Purpose of the Proposal: To rename the existing eight PBCs as Graduate Certificates in compliance with the Alberta Credential Framework.

Discussion:

Dr Hopper outlined the university's alignment with the Alberta Credentials Framework and the required name change from Post-Baccalaureate Certificates (PBCs) to Graduate Certificates. She noted that current certificates

with 9 credits would be grandparented but that subsequent Graduate Certificates would have to be at least 12 credits.

Members asked about course laddering, learning outcomes, and government approval to grandparent the existing certificates.

Motion: Moore/van der Klein

THAT the GFC Academic Planning Committee, under delegated authority from General Faculties Council, approve the renaming of the following Post-Baccalaureate Certificates (PBCs) to Graduate Certificates:

- Pain Management
- Stroke Rehabilitation
- Francophone Practice for Speech Language Pathologists
- Sexual Health
- Bridging to Canadian Physical Therapy Practice
- Indigenous Sport and Recreation
- Sport and Recreation Management
- Teaching and Learning in Higher Education

as proposed by the Provost and Vice-President (Academic) and in alignment with the Alberta Credential Framework, to be effective January 1, 2019.

CARRIED

DISCUSSION ITEMS

11. Enrolment Target Management (no documents)

Item deferred to next meeting.

12. New Budget Model

Materials before members are contained in the official meeting file.

Presenter(s): Gitta Kulczycki, Vice-President (Finance and Administration); Steven Dew, Provost and Vice-President (Academic); Chad Schulz, Director, Integrated Finance Services

Purpose of the Proposal: To provide the Committee with an overview of the New Budget Model as proposed.

Discussion:

Mr Schulz presented the New Budget Model and outlined the key issues and benefits.

The committee had a substantial discussion on the model. Members expressed several comments and questions, including but not limited to: research grant allocations when there are cross-faculty collaborations; parameters around the definition of 'external grants'; concerns about discouraging cross-disciplinary collaboration; space, material and administrative costs to research; resource planning for signature areas; allocation of research support funds; challenges for community-based research to secure activity-based funding; the impact of the budget model on inter-disciplinary programs and service courses; university governance oversight of new courses and programs, and GFC policy on service courses.

The Chair noted that this discussion would continue at the next meeting of APC with the deferred item of Enrolment Target Management.

13. Budget Update (no documents)

Presenter(s): Gitta Kulczycki, Vice-President (Finance and Administration); Steven Dew, Provost and Vice-President (Academic)

Discussion:

The Chair provided an update on budget activities noting that meetings with Faculties and units were underway. He also noted that timing of the provincial election could have an impact on budget announcements.

14. Question Period

There were no questions.

INFORMATION REPORTS

15. Items Approved by GFC Academic Planning Committee by email ballots

There were no items.

16. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

17. Adjournment

The Chair adjourned the meeting at 4:10 p.m.