



General Faculties Council  
Academic Standards Committee  
Minutes

Thursday, March 17, 2011  
3-15 University Hall  
9:00 am – 12:00 pm

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**ATTENDEES:**

Colleen Skidmore – Chair (delegate), Ada Schmude (delegate), Rory Tighe (delegate), Vikki Northrup (delegate), William Street (delegate), Nat Kav (delegate), Harry Prest (delegate), Elaine Geddes (delegate), Ken Porteous (delegate), Helen Madill (delegate), René Poliquin (delegate), John Law (delegate), Marc Moreau (delegate), Joanne Profetto-McGrath (delegate), Dion Brocks (delegate), Pierre Baudin (delegate), Felicity Hay (delegate), Dave Magee (delegate), Ed Blackburn (delegate), Brenda Leskiw (delegate), Douglas Cheung, Sharla King, Pat Dalton, Alex Clark, Marlene Lewis – Coordinator, Deborah Holloway – Scribe

**PRESENTERS AND GUESTS:**

Ed Blackburn, Associate Dean, Faculté Saint-Jean  
Deb Gougeon, Assistant Registrar, Admissions  
Dolorèse Nolette, Director, Academic Affairs and Governance, Faculté Saint-Jean  
Colleen Skidmore, Vice-Provost (Academic) and Chair, GFC ASC

**OBSERVER**

Carrie Holstead, Policy Development and Issue Advisor, Registrar and Student Awards

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Moreau/Leskiw

THAT the GFC Academic Standards Committee approve the Agenda as presented.

**CARRIED**

2. Approval of the Regular Session Minutes of February 17, 2011

Materials before members are contained in the official meeting file.

Motion: Magee/Street

THAT the GFC Academic Standards Committee approve the Minutes of March 17, 2011, as presented.

**CARRIED**

3. Comments from the Chair

The Chair provided comments of interest to members regarding the following matters: University of Alberta Protective Services (UAPS) is seeking accreditation by the Commission on Accreditation for Law Enforcement Agencies; the approval of the Awards and Bursaries for Students Policy suite; and a report on the recently concluded Festival of Teaching.

**ACTION ITEMS**

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

Materials before members are contained in the official meeting file.

*Presenter:* Colleen Skidmore, Vice-Provost (Academic) and Chair, GFC ASC

4A. Faculty of Native Studies Transition Year Program for Aboriginal Applicants

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, changes to admission requirements for the Faculty of Native Studies Transition Year Program (TYP) for aboriginal applicants, as submitted by the Faculty of Native Studies, to be effective in 2011-2012.

**CARRIED**

4B. Office of the Registrar and Student Awards Transfer Course Approvals for March, 2011

THAT the GFC Academic Standards Committee approve, under delegated authority from GFC, the proposal for approval of courses for transfer credit, as submitted by the Office of the Registrar and Student Awards.

**CARRIED**

Omnibus Motion: Baudin/Kav

THAT the Academic Standards Committee approve, under delegated authority from GFC, the above-noted editorial changes to academic standing/graduation/promotions, admission/transfer requirements, and changes to the University Calendar for Items 4A – 4B.

**CARRIED**

5. Faculté Saint-Jean and the Business Administration Diploma Program for Collège Saint- Jean

Materials before members are contained in the official meeting file.

*Presenter:* Ed Blackburn, Associate Dean, Faculté Saint-Jean; Deb Gougeon, Assistant Registrar, Admissions; and Dolorèse Nolette, Director, Academic Affairs and Governance, Faculté Saint-Jean

*Purpose of the Proposal:* To establish a Business Administration Diploma Program to be offered at Collège Saint- Jean at Faculté Saint-Jean.

Motion: Blackburn/Moreau

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THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee, admission/transfer and academic standing/promotion requirements for a (new) Business Administration Diploma Program for Collège Saint-Jean, as submitted by the Faculté Saint-Jean, to be effective in January, 2012.

*Discussion:*

The Chair introduced the item, noting that GFC ASC's task is to review for recommendation the admission/transfer and academic standing/promotion requirements of the Program, and not to address the merits of Collège Saint-Jean. Having said that, however, she added that assisting Faculté Saint-Jean to strengthen the proposal would be helpful, as this is the first of many programs that will be brought forward by the Collège. The Chair then quoted the following from the University of Alberta Mandate: "In a dynamic and integrated learning and research environment, the University of Alberta offers graduate and undergraduate students the opportunity to earn internationally respected credentials, including bachelors, masters and doctoral degrees, and university certificates and diplomas. It also offers French-language programs leading to university degrees, certificates and diplomas as well as college certificates and diplomas."

Dr Blackburn reported that Collège Saint-Jean had been approved by the Board of Governors in 2008, following the accepted governance route for institutes, including GFC Academic Planning Committee (APC) and General Faculties Council (GFC). Regarding the proposal before members, he noted that the program had been formerly offered at the Northern Alberta Institute of Technology (NAIT), adding that it is expected that the program will be very successful in the francophone environment of Collège Saint-Jean.

Dr Nolette noted that this two-year program would be fashioned on the learning objectives of NAIT's Business Administration Diploma. The first year would be taught in French. Instructor time would be purchased from NAIT for those second-year courses that would be conducted in English.

The Chair acknowledged the collegiality and significant work undertaken by Collège Saint-Jean, the School of Business, the Registrar's Office, and the GFC ASC Subcommittee on Standards (SOS). She noted that for the purposes of accreditation, all business courses offered by the University are assessed, not only those offered by the School of Business. Some of the programming proposed by the Collège is somewhat similar to offerings in the School of Business therefore the issue of transfer credit had arisen and must be addressed by GFC ASC. She reported that ASC SOS had concluded that, as these are college-level courses, they would not be accepted for transfer to the University of Alberta, however the Registrar's Office had advised that NAIT courses had, in fact, been accepted for transfer by some Faculties.

Dr Geddes, Associate Dean – Undergraduate, School of Business remarked that the School had first been aware of this program proposal by Collège proposal in late 2010. She expressed concern regarding the NAIT program adding that agreements in place with NAIT allowing for course transfer are old and should be reviewed. Highlighting the rigorous academic standards in the School of Business, where programming is research-based and of a very high quality, she noted serious concern regarding the issue of transfer credit, particularly if other University of Alberta Faculties accepted this program for transfer.

The Chair noted that the undergraduate programming offered in the School of Business is research-based and very different from the programming proposed by Collège. Quoting from the Ministry of Advanced Education's document "Credentials and Programs Offered in Alberta" she reported that while college-level diplomas are described as preparing "graduates for employment in a broad range of entry-level positions," university-level diplomas "provide specific skill training at the undergraduate level. These programs recognize an intermediate level of education in the discipline, and may ladder to a second Baccalaureate Degree. The admission requirement is a Bachelor's Degree" Therefore a college-level diploma is pre-

Baccalaureate and is not intended to be the equivalent of an undergraduate university-level program.

Members engaged in a lengthy discussion regarding the following matters: the need to amend the language in the proposal that suggests this college program ladders into Baccalaureate degree program; a suggestion to remove references to NAIT; whether or not the quality of the courses should be improved; that the “calendar” will be a separate publication similar the Faculty of Extension’s course offering document; the processes employed to determine transferability of credit; a reminder that the Post-Secondary Learning Act (PSLA) gives Faculty Councils the authority to provide for the admission of students to their Faculty (Section 29 (1)(c)) therefore GFC ASC cannot make determinations regarding which programs they may accept for transfer; that because Faculté Saint-Jean would not accept this program for transfer credit it needs to make explicit to students the type of credit that would be earned and what that credit could or could not lead to in terms of laddering and transfer; whether or not the Collège should demand a high school diploma as a prerequisite; whether aging agreements in place between the University and NAIT should be revisited; whether Faculties should examine the proposed courses now to determine whether or not they would accept them for transfer credit; the potential impact of stating that Faculties cannot accept this program for transfer on the Academic Appeals process; and difficulties in distinguishing some college-level courses from some university-level courses; and the need to revise the *Calendar* copy.

In response to a query from a member, the Chair read the text of the draft letter of support from the School of Business.

The presenters also received editorial suggestions.

Members agreed to the following:

- The mover and seconder of the original motion agreed to take the Motion off the table.
- University Governance would receive revised *Calendar* copy and the School of Business would be asked to confirm support for these changes.
- University Governance would then distribute a revised draft *Calendar* copy to ASC for a ‘first look’. Any questions or comments would be forwarded by University Governance to the proposer.
- Assuming all questions from ASC are settled and the Chair approves of a Committee e-mail vote on the admissions/transfer and academic standing/promotion requirements (*Calendar* copy), such a vote will be distributed to ASC and, if successful, deemed approved either on March 25, 2011 or March 28, 2011, depending upon the timing of responses.

[Subsequent to the meeting, members asked a number of questions about the distributed revised draft *Calendar* copy, and the proposers successfully responded to the questions, and the Faculty of Business confirmed support for the changes. The proposal’s admission/transfer and academic standing/promotion requirements were distributed by e-mail to voting members on March 24, 2011 and approved on March 28, 2011.]

## **DISCUSSION ITEMS**

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

*Presenters:* Colleen Skidmore, Vice-Provost (Academic) and Chair, GFC ASC

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

The Chair reported that a proposal had been received from the University of Lethbridge regarding a Bachelor of Fine Art/Bachelor of Management. The proposal will be forwarded to the Faculty of Arts and the School of Business to determine the appropriate reviewer.

Regarding the Faculty of Native Studies Credit Certificate in Aboriginal Governance and Partnership, the Ministry of Advanced Education and Technology has requested further information concerning outcomes such as employment prospects for those obtaining the certificate.

7. Question Period

There were no questions.

**INFORMATION ITEMS**

8. Items Approved by the GFC Academic Standards Committee by E-mail Ballots (non-debatable)

There were no items.

9. Information Items Forwarded to Committee Members Between Meetings

Assessment and Grading reference group (sent by e-mail on January 24, 2011)

10. Adjournment

The Chair adjourned the meeting at 11:30 am.