



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, June 20, 2013
2-31 South Academic Building (SAB)
9:00 AM - 12:00 PM

ATTENDEES:

Voting Members:

Bill Connor	Ex-Officio Chair (Delegate), Provost and Vice-President (Academic)
Brenda Leskiw	Ex-Officio Vice-Chair (Delegate), Dean
Brendan Hokowhitu	Ex-Officio Member, Dean
Colin More	Ex-Officio Member, Graduate Students' Association Vice-President (Academic)
Adam Woods (delegate)	Ex-Officio Member, Students' Union Vice-President (Academic)
Natalie Sharpe	Ex-Officio Member, Director of the Student Ombudservice
Ada Ness	Ex-Officio Member (Delegate), Vice-Provost and University Registrar
Clive Hickson	Ex-Officio Member (Delegate), Dean
Dion Brocks	Ex-Officio Member (Delegate), Dean
Ed Blackburn	Ex-Officio Member (Delegate), Dean
Elaine Geddes	Ex-Officio Member (Delegate), Dean
Harry Prest	Ex-Officio Member (Delegate), Dean
Heather McRae	Ex-Officio Member (Delegate), Dean
Janice Causgrove Dunn	Ex-Officio Member (Delegate), Dean
John Law	Ex-Officio Member (Delegate), Dean
Kaysi Kushner	Ex-Officio Member (Delegate), Dean
Ken Porteous	Ex-Officio Member (Delegate), Dean
Marc Moreau	Ex-Officio Member (Delegate), Dean
Nat Kav	Ex-Officio Member (Delegate), Dean
Rene Poliquin	Ex-Officio Member (Delegate), Dean
Sentil Senthilselvan	Ex-Officio Member (Delegate), Dean
William Street	Ex-Officio Member (Delegate), Dean, Cross-Representative to UASC

Non-Voting Members:

Pat Schultz	Member, Associate Registrar
Sharla King	Member, Health Sciences Council, Appointed Representative
Wayne Renke	Member, University Advisor -- International Educational Experiences

Presenter(s):

Bill Connor	Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Deborah Gougeon	Assistant Registrar (Admissions), Office of the Registrar
Ada Ness	Associate Registrar (Enrolment Services), Office of the Registrar
Ken Porteous	Associate Dean (Student and Co-op Services), Faculty of Engineering

Bobbi Schiestel Portfolio Initiatives Manager, Office of the Provost and Vice-President
(Academic)

Staff:

Andrea Patrick, Acting Coordinator, GFC Academic Standards Committee
Emily Paulsen, Scribe

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Causgrove Dunn/Kav

THAT the GFC Academic Standards Committee approve the Agenda.	CARRIED
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2. Approval of the Open Session Minutes of May 16, 2013

Materials before members are contained in the official meeting file.

Motion: Brocks/Taylor

THAT the GFC Academic Standards Committee approve the Minutes of May 16, 2013.	CARRIED
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3. Comments from the Chair

The Chair commented on a number of issues relevant to members. Dr Connor also thanked several members whose terms on GFC ASC were coming to an end this month.

ACTION ITEMS

4. Items Deemed Minor/Editorial

The Following Proposal(s) are Deemed Minor/Editorial (GFC ASC's Terms of Reference (Mandate) (3.A.i and iii)) by the Vice-Provost (Academic Programs and Instruction) 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: Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee

Discussion:

There was no discussion.

Omnibus Mover and Seconder: Porteous/Leskiw

4A. Faculty of Engineering: Proposed Changes to Existing Academic Standing Requirements

THAT the Academic Standards Committee approve, under delegated authority from the General Faculties Council, proposed changes to existing academic standing requirement, as submitted by the Faculty of Engineering and set forth in Attachment 4A, to be effective in 2014-15.

CARRIED

4B. Faculty of Graduate Studies and Research: Proposed Changes to Existing Admission Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission requirements, as submitted by the Faculty of Graduate Studies and Research and as set forth in Attachment 4B, to be effective in 2014-2015.

CARRIED

4C. Faculty of Native Studies: Proposed Changes to Existing Admission Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission requirements, as submitted by the Faculty of Native Studies and as set forth in Attachment 4C, to be effective in 2014-15.

CARRIED

4D. Office of the Registrar: Course Approvals and Denials for June, 2013

THAT the Academic Standards Committee approve, under delegated authority from GFC, the proposal for course changes and denials, as submitted by the Office of the Registrar and as set forth in Attachment 4D, to take effect upon final approval.

CARRIED

4E. Office of the Registrar: Removal of References to Pure Mathematics 30 from the University Calendar

THAT the Academic Standards Committee approve, under delegated authority from GFC, the proposal regarding removal of references to Pure Mathematics 30 from the University Calendar, as submitted by the Office of the Registrar and as set forth in Attachment 4E, to take effect upon final approval.

CARRIED

4F. Faculty of Science: Proposed Changes to Existing Admission Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission requirements, as submitted by the Faculty of Science and as set forth in Attachment 4F, to be effective in 2014-2015.

CARRIED

5. Office of the Registrar: University Calendar Revisions to Transfer from a Post-Secondary Institution (Section 14.2)

Materials before members are contained in the official meeting file.

Presenters: Deborah Gougeon, Assistant Registrar (Admissions), Office of the Registrar

Purpose of the Proposal: To approve changes to Section 14.2 of the University of Alberta Calendar. These

changes provide clarification to existing requirements regarding the admission of transfer applicants to the University of Alberta.

Discussion:

Ms Gougeon explained to members that the impact of the changes set out in this document were minimal and were intended largely to provide greater clarity for transfer students. This generic policy is meant to act as a bridge to the more specific policies of individual Faculties. Ms Gougeon provided detail on several sections of the document, often noting that the term “normally” was included to indicate that some Faculties may require additional criteria be met for particular programs.

During the ensuing discussion, members discussed Section 4, under B, which several members felt could be organized, for greater clarity, into two separate sections, specifically, students who are applying to the same Faculty they attended previously and those applying to a different faculty. This reorganization would resolve issues members had regarding clarity around numbers 2 and 5 under this section of the document so that students would be clear about the category to which they belong.

Given the complexity of the rearrangement of information required, members agreed to table the Motion and for the document to return to GFC ASC for consideration once the changes had been made by the proposers.

Motion: Leskiw/Causgrove Dunn

THAT the GFC Academic Standards Committee table proposed revisions to Section 14.2 of the University Calendar, as submitted by the Office of the Registrar, pending revisions by the proposers intended to provide further clarity to the proposal.
CARRIED

6. Office of the Registrar: University of Alberta Calendar Revisions to Advanced Placement (AP) Courses Approved for Advanced Standing (Admission Chart 7)

Materials before members are contained in the official meeting file.

Presenters: Deborah Gougeon, Assistant Registrar (Admissions), Office of the Registrar

Purpose of the Proposal: To update University of Alberta (including Augustana Faculty) Equivalents for new Advanced Placement courses for Physics 1 and 2; and changes to Physics C—Electricity and Magnetism and Mechanics—with an advising note for clarification.

Discussion:

Ms Gougeon noted that the changes to this document were in regards to Advanced Placement (AP) Physics classes. The changes were necessary because of the new curricula for the Physics courses being implemented for 2014. It was mentioned that the new curricula are reviewed by University of Alberta staff.

Dr Porteous made a general comment about the calendar, stating that it would be huge advantage if Augustana Faculty would use the same course numbers and acronyms as the University’s North Campus.

Motion: Taylor/Leskiw

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposed changes to the Advanced Placement (AP) Courses Approved for

Advanced Standing, as submitted by the Office of the Registrar and as set forth in Attachment 1, for publication in the 2014-2015 *University Calendar* and implementation for Fall, 2015.

CARRIED

7. Office of the Registrar: University of Alberta Calendar Revisions to International Baccalaureate (IB) Courses Approved for Advanced Standing (Admission Chart 6)

Materials before members are contained in the official meeting file.

Presenters: Deborah Gougeon, Assistant Registrar (Admissions), Office of the Registrar

Purpose of the Proposal: To update University of Alberta (including Augustana Faculty) Equivalents for new IB courses.

Discussion:

Ms Gougeon informed members that the Languages have undergone significant change recently. The University has acted on the urgency associated with these revisions by setting up the University Equivalents now before members. All three English classes have been reviewed by the University's Department of English and Film Studies.

There were no questions.

Motion: Geddes/Leskiw

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to the IB Courses Approved for Advanced Standing, as submitted by the Office of the Registrar and as set forth in Attachment 1, to take effect upon approval, with publication in the 2014-2015 University Calendar.

CARRIED

DISCUSSION ITEMS

8. Office of the Registrar: Assessment and Grading Webpage (with UAPPOL Link)

Materials before members are contained in the official meeting file.

Presenters: Ada Ness, Associate Registrar (Enrolment Services), Office of the Registrar; Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee

Purpose of the Proposal: To inform the University of Alberta community about the centralized resource for the Assessment and Grading Policy and related items available on the Office of the Registrar's website.

Discussion:

Ms Ness presented to members the webpage currently under production, noting that it is meant to provide to students and staff resources related to the University's Assessment and Grading Policy (in UAPPOL). The website will contain many resources, including links to the UAPPOL and Faculty-specific sections on grading and policy procedures.

Mr Woods expressed gratitude on behalf of the Students' Union for the efforts made by the Office of the Registrar to clearly communicate to students. He noted the site's potential to grow into the provision of

grading policy on the Department and even professorial levels, as well.

Dr Leskiw stated that not all Faculties have grading policy that applies to all of its programs. She also commented that professors communicate their grading policies through their course syllabi.

Dr Connor mentioned that the intent of the website is to make current information much more readily available and not to create expectations of Faculties, Departments, or professors.

9. Faculty of Engineering's Guide to Grading Presentation

Materials before members are contained in the official meeting file.

Presenters: Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; Ken Porteous, Associate Dean (Student and Co-op Services), Faculty of Engineering

Discussion:

Dr Porteous, with the aid of PowerPoint presentation, provided members with a detailed explanation of several key grading policies and procedures, first explaining the difference between marks and grades and, then, outlining the history of the University's change from the nine-point scale to the four-point scale. Dr Porteous explained that the nine-point grading scale, which is different from the stanine system, provides a higher degree of discrimination when providing grades. The four-point grading system was introduced in 2003 because it was felt that students on the nine-point grading system were disadvantaged internationally because of the prominence of the four-point grading scale—Dr Porteous commented that he considers this a misconception, provided that many post-secondary institutions, such as Queens University, do not use this system.

Dr Porteous explained that the Faculty of Engineering felt that since a range around the mean grade (which was available for the nine-point grading scale) was desirable and useful, it was created for the new system. The Faculty of Engineering, it was also noted, requires that instructors provide electronic grade submissions as well as a report generated from an Excel program, showing the grade distribution. If a conflict on the assignment of a grade cannot be resolved by mutual agreement, the grade appeal will fall within the purview of the Faculty of Engineering Academic Appeals Committee.

Dr Porteous then provided members with a demonstration of the Excel software used by Faculty of Engineering instructors to generate grade distributions.

During the ensuing discussion, the presenter addressed questions and comments including, but not limited to, the following: the new policy that requires that there is a grade dispute resolution process at the Faculty level; the issue that professors must ensure that students are made aware of the professors' grading practices at the beginning of a course or program; allowing for unique situations (small upper-year honour classes, for example) where grade distribution is not appropriate; the ability of the Excel software developed in the Faculty of Engineering to be used according to one's own distribution; and the advantages and disadvantages of various marking and grading systems (the assignment of percentages; the nine-point grading scale system; and the four-point grading scale system).

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

Presenters: Bill Connor; Bobbi Schiestel

External Reviews

- None in-progress

University of Alberta Program Proposals with Enterprise and Advanced Education (EAE)

- Proposals currently undergoing system coordination review are:
 - Master of Arts in Community Engagement
 - Master of Arts in Women's and Gender Studies
 - Faculty of Agricultural, Life and Environmental Sciences (ALES) proposals which include -
 - Sustainable Agriculture Major
 - Nutritional and Food Science changes (Honours in Food Science program, Honours in Nutrition program, Specialization in Dietetics, Specialization in Food Science and Technology, revised Nutrition and Food Major)
 - Plant Biotechnology and Agronomy Majors
 - Name change for the Bachelor of Commerce Major in Management and Organization (to Strategic Management and Organization)
 - Name change for the Bachelor of Arts Major in Women's Studies (to Women's and Gender Studies)
- Proposals currently undergoing Campus Alberta Quality Council (CAQC) review are:
 - Northern Systems Major in ALES
- Received approval for the new Post-Baccalaureate Certificate (PBC) in Sexual Health

INFORMATION REPORTS

11. Items Approved by the GFC Academic Standards Committee by E-Mail Ballots

There were no items to date.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items to date.

CLOSING SESSION

13. Adjournment

The Chair adjourned the meeting at 10:50 am.