



UNIVERSITY OF ALBERTA UNIVERSITY GOVERNANCE

General Faculties Council
Academic Standards Committee
Approved Open Session Minutes

Thursday, November 21, 2019
2-31 South Academic Building (SAB)
10:00 AM - 12:00 PM

ATTENDEES:

Tammy Hopper, Chair
J Nelson Amaral
Radim Barta
Angela Bayduza
Dion Brocks
Jason Carey
Janice Causgrove Dunn
Gerda de Vries
Bill Dunn
Scott Jeffrey
Jeff Johnson
Andras Marosi

Bernadette Martin
Karsten Mundel
Rebecca Nagel
Shannon O'Byrne
Christy Raymond
Norma Rodenburg
Victoria Ruetalo
Remonia Stoddardt-Morrison
(delegate)
non-voting:
Amy Dambrowitz
Helen Vallianatos

REGRETS:

Joel Agarwal
Fay Fletcher
Marion Haggarty-France
Mohamad Jamaledine
Nathalie Kermoal
Mia Lang
Hassan Safouhi
Natalie Sharpe
Kristof Van Assche

Staff:

Heather Richholt, Coordinator

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Causgrove Dunn/Mundel

THAT the GFC Academic Standards Committee approve the Agenda.

CARRIED

2. Comments from the Chair (no documents)

Presenter(s): Tammy Hopper, Vice-Provost (Programs), and Chair of GFC ASC

Discussion:

The Chair mentioned the recently announced in-year reductions to the Campus Alberta Grant, and noted that the tuition freeze for domestic students had been removed. She said that consultation regarding Program Approval Pathways was continuing and that ASC would be discussing the membership and workload of the proposed new committee in January 2020.

The Chair informed members that excerpted reports from the previous year's Quality Assurance suite of activities would be on the agenda for discussion at the November 27th meeting of the GFC Academic Planning Committee.

CONSENT AGENDA

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Second: Jeffrey/Raymond

3. Approval of the Open Session Minutes of October 17, 2019

THAT the GFC Academic Standards Committee approve the Open Session Minutes of October 17, 2019.

CARRIED

4. Items Deemed Minor/Editorial

4A. Transfer Credit Approvals for November, 2019, Office of the Registrar

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the transfer credit approvals for November 2019.

CARRIED

4B. Proposed Change to Admission Requirements, Faculty of Education

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed change to admission requirements for the Faculty of Education.

CARRIED

4C. Proposed Changes to Faculty Regulations for Field Experience, Faculty of Education

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to Faculty Regulations for Field Experience for the Faculty of Education.

CARRIED

4D. Proposed Changes to Faculty Regulations for Graduation, Faculty of Education

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to Faculty Regulations for Graduation for the Faculty of Education.

CARRIED

4E. Proposed Changes to Admission Requirements, Faculty of Agricultural, Life and Environmental Sciences

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to admission requirements for the Faculty of Agricultural, Life and Environmental Sciences.

CARRIED

5. Proposed Changes to Existing Entrance Requirements, Academic Standing Requirements and Program Requirements for Graduate Programs in Mathematical and Statistical Sciences, Faculty of Science, and Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Requirements for graduate programs in the Department of Mathematical and Statistical Sciences, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Science, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee, the proposed changes to existing Program Requirements for graduate programs in the Department of Mathematical and Statistical Sciences, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Science, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021

Calendar.

CARRIED

6. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Dentistry, Faculty of Medicine and Dentistry, and the Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee approve, with delegated authority from the General Faculties Council, the proposed changes to existing entrance requirements and academic standing regulations for graduate programs in Dentistry as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, as amended, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

7. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for the Master of Education in Health Sciences Education, Faculty of Education, and Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing entrance requirements and academic standing regulations for the Master of Education in Health Sciences Education, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Education, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

8. Proposed Changes to Existing Entrance Requirements for Graduate Programs in Physics, Faculty of Science, and Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MSc and PhD Programs in the Department of Physics, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Science, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

9. Proposed Changes to Existing Entrance Requirements for the Master of Arts in Community Engagement, Faculty of Extension, and Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the Master of Arts in Community Engagement, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Extension, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

10. Proposed Changes to Entrance and Program Requirements for the Master of Arts in Communications and Technology, Faculty of Extension, and Faculty of Graduate Studies and Research

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the Master of Arts in Communications and Technology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Extension, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

THAT the GFC Academic Standards Committee recommend that the GFC Academic Planning Committee approve the proposed changes to existing Program Requirements for the Master of Arts in Communications and

Technology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Extension, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

ACTION ITEMS

11. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Human Ecology, Faculty of Agricultural, Life and Environmental Sciences and the Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Rachel McQueen, Associate Chair, Graduate Programs, Department of Human Ecology, Faculty of Agricultural, Life and Environmental Sciences; Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research; Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, program requirements) for these programs are listed in the Calendar.

Discussion:

Dr McQueen noted that this item had come to ASC's Subcommittee on Standards in May and then had gone back to Faculty Council for approval of new wording regarding the comprehensive exam.

There was no discussion.

Motion: Jeffrey/Carey

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Human Ecology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Agricultural, Life and Environmental Sciences, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

12. Proposed Changes to Existing Entrance Requirements, Academic Standing Regulations and Program Requirements for Graduate Programs in the Department of Surgery, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Fred Berry, Associate Professor and Director, Graduate Education, Department of Surgery; Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research; Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, program requirements) for these programs are listed in the Calendar.

Discussion:

Dr Berry pointed to the English Language Proficiency (ELP) requirement and the change to the program credits.

There was no discussion.

Motion I: Raymond/Ruetalo

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing entrance requirements and academic standing regulations for graduate programs in the Department of Surgery, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, as amended, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

Motion II: Nagel/Mundel

THAT the GFC Academic Standards Committee recommend that the GFC Academic Planning Committee approve the proposed changes to existing program requirements for graduate programs in the Department of Surgery, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set for the in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

13. Proposed Increase to Minimum English Language Proficiency Entrance Requirement for Graduate Programs, Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research; Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Purpose of the Proposal: The proposal is before the committee to increase the minimum IELTS band score for graduate admission.

Discussion:

Dr Causgrove Dunn explained that the proposed changes would bring the university's ELP requirements in line with those of other Canadian graduate programs.

Members discussed the challenges with calibrating different ELP tests and the efforts of FGSR and the Office of the Registrar to monitor trends and adjustments.

Motion: Jeffrey/Amaral

THAT the GFC Academic Standards Committee recommend that General Faculties Council approve the proposed increase to the FGSR English Language Requirement as submitted by the Faculty of Graduate Studies and Research and as set forth in attachment 3, for implementation for Fall 2021 admissions and to be published in the 2020-2021 calendar.

CARRIED

14. Proposed changes to Existing Registration and Program Requirements for Graduate Programs, Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research; Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Purpose of the Proposal: The proposal is before the committee to bring the Registration and Programs section of the FGSR Calendar into compliance, with additional information from the Graduate Program Manual chapters 6 and 7.

Discussion:

Dr Causgrove Dunn noted that the proposed changes were part of FGSR's own calendar compliance efforts and reflected current practice.

Members discussed the changing terminology related to cost recovery, and the different processes for departmentalized and non-departmentalized Faculties.

Motion: Marosi/Johnson

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Registration and Program Requirements for graduate programs, as submitted by the Faculty of Graduate Studies and Research, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar

CARRIED

15. Proposal from the Faculty of Extension for a Non-credit Certificate in Social Media

Materials before members are contained in the official meeting file.

Presenter(s): Christie Schultz, Assistant Dean, Academic, Faculty of Extension; Megan Bertagnolli, Program Development Lead, Faculty of Extension; Gordon Gow, Professor, Faculty of Extension, Extension Academics

Purpose of the Proposal: The proposed Social Media Certificate (non-credit) is designed to provide opportunity for both emerging and established social media professionals to advance their skills and knowledge at the (non-credit) certificate level.

Discussion:

The presenters noted that the proposed certificate would replace the Faculty of Extension's Social Media Marketing and Communications Citation and was designed to meet the needs of professionals working in Social Media.

Members discussed the number of students in the program and potential for growth with the online model, and asked about similar courses that could be taken for university credit.

Motion: Jeffrey/Ruetalo

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposed Social Media Certificate as submitted by the Faculty of Extension, as submitted in Attachment 1, to take effect Fall Term 2020.

CARRIED

16. Proposed Changes to Existing Program Requirements and Entrance Requirements for Medical Laboratory Science Programs, Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

Presenter(s): Lisa Purdy, Director, Medical Laboratory Sciences Program, Faculty of Medicine and Dentistry

Purpose of the Proposal: The proposal is before the committee to update and amend the Program of Courses for the BSc in Medical Laboratory Science and BSc in Medical Laboratory Science Post-Professional Certification degree completion programs.

Discussion:

Dr Purdy gave an overview of the proposed changes including the credit load change.

There was no discussion.

Motion I: Jeffrey/Barta

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to the entrance requirements for the MLS Program, as proposed by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, as amended, to take effect for Fall 2020.

CARRIED

Motion II: Carey/Nagel

THAT the GFC Academic Standards Committee recommend that the GFC Academic Planning Committee approve the proposed changes to the program requirements for the MLS Program, as proposed by the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect for Fall 2020.

CARRIED

17. Proposed Changes to Program Requirements for the Doctor of Dental Surgery (DDS) Advanced Placement Program, Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

Presenter(s): Steven Patterson, Associate Chair, Academic, School of Dentistry, Faculty of Medicine and Dentistry

Purpose of the Proposal: This proposal is before the committee to obtain approval for the attached changes to the program duration, course requirements and academic regulations for the Advanced Placement DDS program curriculum.

Discussion:

Dr Patterson spoke about the proposed changes including extending the length of the program and aligning with the recent changes to the dental curriculum.

Members discussed and asked questions about the national process that allowed foreign-trained dentists to practice in Canada, national and provincial licensing, where the students in this program are coming from, professional practice or employment of graduates, the number of students in the program, and comparable programs at other Canadian universities.

Motion: Raymond/Mundel

THAT the GFC Academic Standards Committee recommend that the GFC Academic Planning Committee approve the proposed changes to the DDS Advanced Placement program requirements, as proposed by the Faculty of Medicine and Dentistry, as set forth in Attachments 1-2, to take effect in Fall 2020.

CARRIED

18. Proposed Changes to Existing Entrance Requirements for the Bachelor of Science (Dental Hygiene) and Doctor of Dental Surgery (DDS) Programs, Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

Presenter(s): Steven Patterson, Associate Chair, Academic, School of Dentistry, Faculty of Medicine and Dentistry; Sharon Compton, Associate Chair/Director, Dental Hygiene, Faculty of Medicine and Dentistry

Purpose of the Proposal: The proposal is before the committee to request approval for the proposed changes to the Admissions section of the University Calendar for the programs: Doctor of Dental Surgery and Bachelor of Science (Dental Hygiene).

Discussion:

Dr Patterson noted that the admissions process had not been reviewed for ten years. He spoke to the need for a more holistic approach to contribute to the development of a strong and diverse professional membership. He also pointed out that similar updated processes were being adopted across the country and that the task force in charge of developing the proposal was made up of faculty, students, Professional Association representatives, public members, and admissions office staff.

Members discussed how the CASPer situational judgement test scores and applicant grade point averages factored into the new admissions processes.

Motion: Jeffrey/Causgrove Dunn

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to the DDS and Dental Hygiene program entrance requirements, as proposed by the Faculty of Medicine and Dentistry, as set forth in Attachments 1-3, to take effect for Fall 2022 Admissions.

CARRIED

19. Proposed Changes to Existing Entrance Requirements for Undergraduate Programs in the Faculty of Science

Materials before members are contained in the official meeting file.

Presenter(s): Gerda de Vries, Associate Dean, Undergraduate, Faculty of Science

Purpose of the Proposal: To seek approval for the proposed changes to the BSc General regulations in regards to admission requirements.

Discussion:

Dr de Vries explained that this item had come to ASC in October and, after consideration of suggested revisions, was coming back to the committee for approval.

Members discussed the importance of clear communication to students, and editorial updates.

Motion: Jeffrey/Carey

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to admission and readmission requirements for undergraduate programs in the Faculty of Science, as submitted by the Faculty of Science and set forth in Attachment 1, to be published in the 2020-2021 Calendar and to take effect fall 2021.

CARRIED

20. Proposed Changes to Existing Admission Requirements for Exceptional Student Athlete Applicants, Faculty of Kinesiology, Sport, and Recreation

Materials before members are contained in the official meeting file.

Presenter(s): Angela Bayduza, Associate Dean, Undergraduate Programs, Faculty of Kinesiology, Sport, and Recreation

Purpose of the Proposal: To seek approval for the proposed changes to admission processes and procedures for exceptional student athlete applicants.

Discussion:

Dr Bayduza gave an overview of the changes and noted that this was a unique category used in recruiting with admissions pathways into programs in the Faculty of Kinesiology, Sport, and Recreation, as well as into Open Studies. She explained that applicants had to work with advisors and recruiters and that the admissions committee placed emphasis on ensuring that students who were admitted in this category would not only survive, but would thrive in university.

Members discussed a template for the admission package, the pressures on elite athletes who were also attending university, the importance of ensuring sufficient academic skills, and supports to help student athletes be successful in competition and academics.

Motion: Mundel/Rodenburg

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to admission requirements for exceptional student athlete applicants as set forth in attachment 1, as amended, to be published in the 2020-2021 Calendar.

CARRIED

21. Proposed Changes to Admission Decision Processes for Undergraduate Admissions, Office of the Registrar

Materials before members are contained in the official meeting file.

Presenter(s): Amy Dambrowitz, Associate Registrar

Purpose of the Proposal: The Office of the Registrar is proposing changes to the University Calendar that will inform applicants that they must maintain the level of academic performance upon which their offer was made in order to retain offers of admission to undergraduate programs.

Discussion:

Dr Dambrowitz explained that this proposal was meant to address very specific instances of students whose performance dropped significantly after admission was granted. She assured members that proper communication would be developed to ensure that students understood the process.

Members discussed considerations for competitive programs, how the Faculties and the Office of the Registrar would handle different criteria for different programs, the timing of receipt of final transcripts, consideration for international students who may already have moved to Canada before final grades are received, and effective methods of communication.

Motion: Jeffrey/Carey

THAT GFC Academic Standards Committee, with delegated authority from General Faculties Council, approve the proposed changes to the admission decision processes for undergraduate admissions, as submitted by the Office of the Registrar and as set forth in attachment 2, to take effect for Fall 2021 admissions.

CARRIED

DISCUSSION ITEMS

22. External Programs for Review and Programs in Progress on Campus: Standing Item (no documents)

Presenter(s): Kate Peters, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Discussion:

Ms Peters noted that the Master of Library and Information Studies program ID now covered both the thesis-based and course-based programs even though these programs had different requirements and loads. She also identified a new program for external review - the Executive MBA from University of Northern British Columbia to be offered in Grande Prairie.

23. Question Period (no documents)

Presenter(s): Tammy Hopper, Vice-Provost (Programs), and Chair of GFC ASC

Discussion:

A member asked about whether the trend to include more general language in the university *Calendar* was problematic for students.

In the ensuing discussion, member asked questions and expressed opinions including but not limited to: students who do not want to ask questions but would rather research and find the information for themselves; the importance of clear information on websites, in recruitment materials, and in communications to students; the trend for individuals to go to websites for information rather than the *Calendar*; the importance of general and consistent language so that inconsistencies are fewer; the potential to add information on what a *Calendar* is and what it is used for; the types of information that require GFC approval to change and the editorial or explanatory information that could or should be on websites; and how including a general admission requirements such as a "situational judgement test" in the *Calendar* but having the specific "CASPer" test on the website could allow a Faculty or Department to be more nimble when making changes.

Members also discussed issues with various forms of communication to students including emails, hard copy letters, letters in Bear Tracks, and which information is kept in a student's file for records purposes.

INFORMATION REPORTS

24. Items Approved by the GFC Academic Standards Committee by email ballots (non-debatable)

There were no items.

25. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

26. Adjournment

The Chair adjourned the meeting at 11:40 a.m.