



The following Motions and Documents were considered by the GFC Executive Committee at its Monday, October 17, 2016 meeting:

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Agenda Title: **Revision to Parchment for the Joint Shared Credential graduate Programs Universidade Estadual de Campinas (Unicamp), Brazil and University of Alberta (Faculty of Graduate Studies and Faculty of Science) to remove Master of Science**

CARRIED MOTION: THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, revisions to the parchment for the Joint Shared Credential Graduate Program between the Faculty of Graduate Studies and Research and the Faculty of Science, and Universidade Estadual de Campinas (Unicamp), to apply only to the Doctor of Philosophy degree, to take effect upon final approval.

Final Item: 4

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Agenda Title: **Faculty of Graduate Studies and Research - Renumbering AGRMT 900 to AGRMT 903 (within the same level)**

CARRIED MOTION: THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the proposed renumbering of AGRMT 900 TO AGRMT 903, as submitted by the Faculty of Graduate Studies and Research, effective Spring 2017.

Final Item: 5

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**OUTLINE OF ISSUE**  
**Action Item**

**Agenda Title: Revisions to Parchment for the Joint Shared Credential Graduate Programs, Universidade Estadual de Campinas (Unicamp), Brazil and University of Alberta (Faculty of Graduate Studies and Faculty of Science) to remove Master of Science**

**Motion:** THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, revisions to the parchment for the Joint Shared Credential Graduate Program between the Faculty of Graduate Studies and Research and the Faculty of Science, and Universidade Estadual de Campinas (Unicamp), to apply only to the Doctor of Philosophy degree, to take effect upon final approval.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Office of the Registrar
Presenter	Lisa Collins, Vice-Provost and University Registrar; Deborah Burshtyn, Vice-Dean, Faculty of Graduate Studies and Research

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To revise the parchment for the Joint Shared Credential Graduate Programs with Universidade Estadual de Campinas (Unicamp) to include only the Doctor of Philosophy degree (as the Master of Science option will not be offered).
The Impact of the Proposal is	N/A
Replaces/Revises (eg, policies, resolutions)	Parchment wording for the Joint Shared Credential Master of Science and Doctor of Philosophy, Universidade Estadual de Campinas, Brazil and University of Alberta (Faculty of Graduate Studies and Faculty of Science) as approved by GFC Executive Committee, under delegated authority from General Faculties Council, on October 5, 2015.
Timeline/Implementation Date	Upon approval
Estimated Cost and funding source	N/A
Next Steps (ie.: Communications Plan, Implementation plans)	N/A
Supplementary Notes and context	On June 22, 2016, GFC Academic Planning Committee, under delegated authority from GFC, approved revisions to the Joint Shared Credential Graduate Program with Unicamp to remove the Master of Science option.

**Engagement and Routing** (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity)	Changes reflect revisions to the Joint Shared Credential programs as approved by GFC APC
Approval Route (Governance) (including meeting dates)	GFC Academic Planning Committee (for program revision) – June 22, 2016
Final Approver	GFC Executive Committee (for parchment) – October 17, 2016

**Alignment/Compliance**

<p>Alignment with Guiding Documents</p>	<p><i>For the Public Good:</i></p> <p>GOAL: <b>EXPERIENCE</b> diverse and rewarding learning opportunities that inspire us, nurture our talents, expand our knowledge and skills, and enable our success.</p> <p>...opening doors to a lifetime of learning experiences.</p> <p>Objective 7: Increase graduate and undergraduate students' access to and participation in a broad range of curricular experiential learning opportunities that are well-integrated with program goals and enrich their academic experience.</p> <p>Strategy ii: Develop global competency in our graduates through access to short- and long-term outbound international experiences.</p> <p>GOAL: <b>ENGAGE</b> 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> <p>...that support institutional partnerships locally, nationally, and internationally.</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. <b>GFC Executive Committee Terms of Reference (<i>Mandate</i>)</b> states that the GFC Executive Committee may “act as the executive body of General Faculties Council and, in general, carry out the functions delegated to it by General Faculties Council. [...]</p> <p><b>2. Routine Matters</b></p> <p>Matters which are routine in carrying out the policies approved by General Faculties Council are delegated to the Executive Committee.”</p> <p><b>2. UAPPOL Shared Credential Policy</b></p> <p>“<b>Shared-credential programs</b> are defined to be those multi-institutional arrangements where the name of the University of Alberta is cited on the degree parchment awarded by another institution, and/or the name of another institution is cited on a University of Alberta degree parchment.” [...]</p> <p>3. APPROVAL OF SHARED CREDENTIAL PROGRAMS [...]</p> <p>b. References to partner institutions on the degree parchment will be approved in accordance with the Parchment Procedure.”</p> <p><b>3. UAPPOL Parchment Procedure:</b></p> <p>“2. WORDING AND LANGUAGE</p> <p>All changes in the wording on parchments will be approved by the</p>

**Item No. 4**

	Faculty Council and then submitted by the Faculty to the Vice-Provost and University Registrar, who will forward any substantive changes to the General Faculties Council (GFC) Executive Committee for approval.”
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*Prepared by:* Meg Brolley, General Faculties Council (GFC) Secretary and Manager of GFC Services

**OUTLINE OF ISSUE**  
**Action Item**

Agenda Title: **Faculty of Graduate Studies and Research – Renumbering AGRMT 900 to AGRMT 903 (within the same level)**

**Motion:** THAT the GFC Executive Committee approve, under delegated authority from General Faculties Council, the proposed renumbering of AGRMT 900 TO AGRMT 903, as submitted by the Faculty of Graduate Studies and Research, effective Spring 2017.

**Item**

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Heather Zwicker, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research
Presenter	Deborah Burshtyn, Vice-Dean, Faculty of Graduate Studies and Research

**Details**

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	To renumber AGRMT 900 to AGRMT 903 (course at the same level)
The Impact of the Proposal is	The proposal will align AGRMT courses with the Catalog Numbers for thesis courses (THES) where the Catalog Number, for the most part, reflects the course weight (example, THES 903 = *3). The introduction of a new course, AGRMT 906 (*6), would be used for full-time registration during Spring and Summer terms so that the correct fees will be assessed. AGRMT 909 (*9) would be used for full-time registration during Fall and Winter terms.  AGRMT 903 (*3) would be used for part-time registration in any term.  This change is intended to make it easier for staff and students to recognize the correct course to use.
Replaces/Revises (eg, policies, resolutions)	AGRMT 903 would replace the current AGRMT 900
Timeline/Implementation Date	Spring 2017
Estimated Cost and funding source	N/A
Next Steps (ie.: Communications Plan, Implementation plans)	
Supplementary Notes and context	The proposed course renumbering was circulated as per policy on September 30. No challenges were received by October 7, the course change is considered approved (subject to GFC Executive Committee ratification) as of October 14, 2016.

**Engagement and Routing** (Include meeting dates)

Approval Route (Governance) (including meeting dates)	FGSR Faculty Council – September 14, 2016 Section 37 GFC Policy Manual – September 30 – October 14, 2016
Final Approver	GFC Executive Committee – October 17, 2016 (for ratification)

**Alignment/Compliance**

<p>Alignment with Guiding Documents</p>	<p>For the Public Good</p> <p>GOAL: <b>SUSTAIN</b> 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>Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)</p>	<p>1. <b>Post-Secondary Learning Act (PSLA)</b>: GFC is responsible, generally, for the academic affairs of the University and specifically, for programs of study in Faculties (Sections 26(1) and 26(1) (b)).</p> <p>2. <b>GFC Executive Committee</b> Terms of Reference (3. Mandate)  “14. Course Numbering and Naming System  a. Recommendations to renumber courses at the same level shall be proposed by the appropriate Faculty Council, circulated according to the procedures described in section 37.1, and, in the absence of unresolved challenges, submitted to GFC Executive for ratification.”</p> <p>3. <b>GFC Policy Manual Section 37: Courses and Programs: General Regulations and Course and Program Changes</b>  “37.2 Course Numbering and Naming System  Recommendations to renumber courses at the same level shall be proposed by the appropriate Faculty Council, circulated according to the procedures described in section 37.1, and, in the absence of unresolved challenges, submitted to GFC Executive for ratification.”</p>

Attachments (each to be numbered 1 - <>)

1. Attachment 1 (2 pages) – Proposal submitted under section 37.2 of GFC Policy Manual

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September 1, 2016

**2017-2018 University of Alberta Proposed Calendar Graduate Program Changes: the Faculty of Graduate Studies and Research proposes a new catalog number for the AGRMT (Agreement) course, and the renumbering of AGRMT 900 to 903, for early implementation Spring 2017**

Current	Proposed
<p>*NEW CATALOG NUMBER</p>	<p><b><u>AGRMT 906 Formal Agreement Registration</u></b></p> <p><b><u>*6 (fi 0) (either term, unassigned)</u></b></p> <p><b><u>This course is reserved for University of Alberta graduate students participating in an approved program administered under a formal agreement between the University of Alberta and other institution(s), who wish to maintain full-time registration in the Spring and Summer terms at the University of Alberta while studying at an approved partner institution. Closed to web registration. Registration is recommended to the FGSR by the student's home unit.</u></b></p>
<p>AGRMT 900 Formal Agreement Registration</p> <p>*3 (fi 0) (either term, unassigned)</p> <p>This course is reserved for University of Alberta graduate students participating in an approved program administered under a formal agreement between the University of Alberta and other institution(s), who wish to maintain part-time registration at the University of Alberta while studying at an approved partner institution. Closed to web registration. Registration is recommended to the FGSR by the student's home unit.</p>	<p>AGRMT 903 Formal Agreement Registration</p> <p>*3 (fi 0) (either term, unassigned)</p> <p>This course is reserved for University of Alberta graduate students participating in an approved program administered under a formal agreement between the University of Alberta and other institution(s), who wish to maintain part-time registration at the University of Alberta while studying at an approved partner institution. Closed to web registration. Registration is recommended to the FGSR by the student's home unit.</p>

Justification:

**Creating AGRMT 906:** currently the only full-time option is registration in AGRMT 909 (\*9). This course works for registration in Fall and Winter terms. For Spring and Summer terms the student is only required to register in \*6 to be considered full-time. Using AGRMT 909 for Spring and Summer term registration results in the assessment of extra tuition fees which have to be manually waived. AGRMT 906 (\*6) would assess the correct tuition fees. This would be scheduled for Spring and Summer terms only.

**Renumber AGRMT 900 to 903:** This aligns it with the Catalog Numbers for thesis courses (THES) where the Catalog Number, for the most part, reflects the course weight (example, THES 903 = \*3). AGRMT 909 (\*9) would be used for full-time registration during Fall and Winter terms. AGRMT 906 (\*6) would be used for full-time registration during Spring and Summer terms. AGRMT 903 (\*3) in any term. Although GFC Policy indicates that you cannot renumber to the same level, this change is intended to make it easier for staff and students to recognize the correct course to use.