



General Faculties Council  
Programs Committee  
Approved Open Session Minutes

Thursday, June 24, 2021  
Zoom Virtual Meeting  
9:00 AM - 12:00 PM

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**ATTENDEES:**

Tammy Hopper, Chair  
J Nelson Amaral  
Florence Glanfield  
Kathy Haddadkar  
Nathalie Kermoal  
Brooke Milne  
Heather Seyl Miyashita  
Adekunle Mofolasayo  
Abner Monteiro

Donia Mounsef  
Karsten Mündel  
Hanne Pearce  
Norma Rodenburg  
Victoria Ruetalo  
Christopher Sturdy  
*non-voting:*  
Kate Peters  
Helen Vallianatos

**REGRETS:**

Daniela Carbajal  
Joel Gehman  
Brad Hamdon  
Minn-Nyoung Yoon

Staff:

Heather Richholt, Coordinator

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

*Discussion:* The Chair noted that item 15 on the agenda had been deferred and that members Hanne Pearce and Christopher Sturdy had agreed to put their names forward as proforma movers and seconders for the action items on the agenda.

Motion: Pearce/Sturdy

THAT the GFC Programs Committee approve the Agenda as amended.

**CARRIED**

2. Comments from the Chair (no documents)

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs) and Chair of PC

*Discussion:*

The Chair opened her comments with an acknowledgement of National Indigenous History month and the recent celebration on June 21 of the summer solstice and Indigenous Peoples Day. The Chair noted that this committee had the responsibility to act on the university's commitment to meet the Truth and Reconciliation Commission of Canada's Calls to Action. The Chair thanked the Vice-Provost (Indigenous Programs & Research) and each of the members whose individual efforts help to ensure that programs fully reflect Indigenous ways of knowing, have Indigenous content and include Indigenous perspectives.

**CONSENT AGENDA**

Materials before members are contained in the official meeting file.



Consent Agenda Mover and Seconder: Pearce /Sturdy

3A. Approval of the Open Session Minutes of March 18, 2021

THAT the GFC Programs Committee approve the open session minutes of March 18, 2021.

**CARRIED**

3B. Approval of the Open Session minutes of April 18, 2021

THAT the GFC Programs Committee approve the open session minutes of April 18, 2021.

**CARRIED**

4. Course and Minor Program Changes

- Arts
- Augustana
- Nursing
- Pharmacy and Pharmaceutical Sciences

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the attached course and minor program change submissions from the Faculties of Arts, Augustana, Nursing, and Pharmacy and Pharmaceutical Sciences.

**CARRIED**

5. Items Deemed Minor/Editorial

- A. Block Transfer Credit Agreements, Faculty of Education
- B. BA and BSc Admission Requirements, Augustana Faculty
- C. Graduate Application Deadlines, Faculty of Education
- D. Name Change for the Certificate in Aboriginal Sport and Recreation Certificate, Faculty of Kinesiology, Sport, and Recreation

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council:

- A. the proposed block transfer credit agreements for the Faculty of Education;
- B. the proposed changes to admission requirements for the BA and BSc programs at Augustana Faculty;
- C. the proposed changes to graduate application deadlines for the Faculty of Education; and
- D. the proposed name change for the Certificate in Aboriginal Sport and Recreation Certificate in the Faculty of Kinesiology, Sport, and Recreation.

**CARRIED**

6. GCE Admissions Based on Three A-Level Subjects

THAT GFC Programs Committee approve, with delegated authority from General Faculties Council, the admission requirement change for applicants providing British-patterned General Certificate of Education (GCE) as set forth in attachment 1.

**CARRIED**

7. Proposed New Course Designator, IRISH, Faculty of Arts

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, a new course designator for Irish, IRISH, as submitted by the Faculty of Arts.

**CARRIED**

**ACTION ITEMS**



8. Proposed Non-Credit Certificate to Canadian Pharmacy Practice, Faculty of Pharmacy and Pharmaceutical Sciences

Materials before members are contained in the official meeting file.

*Presenter(s):* Jill Hall, Assistant Dean, Professional Programs; Stuart Drozd, Program Manager, PharmD for Practicing Pharmacists, Faculty of Pharmacy & Pharmaceutical Sciences

*Purpose of the Proposal:* To seek GFC Program Committee's approval of the Faculty of Pharmacy and Pharmaceutical Sciences non-credit certificate: Certificate to Canadian Pharmacy Practice (CCPP).

*Discussion:*

Dr Hall noted the intent of the certificate and the collaboration with the Alberta College of Pharmacy. She further explained the unique competencies and challenges faced by internationally educated health professionals looking to transition their practice to the Canadian context.

A member asked a question about the plans for work-integrated learning components. Presenters explained that students would complete work experiences in structured practical training settings with the support of a preceptor and that the Alberta College of Pharmacy would support this aspect of the program.

Motion: Pearce /Sturdy

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the proposed Non-credit Certificate to Canadian Pharmacy Practice, as submitted by the Faculty of Pharmacy and Pharmaceutical Sciences, and as set forth in attachment 1.

**CARRIED**

9. Renewable Energy Technologies Certificate

Materials before members are contained in the official meeting file.

*Presenter(s):* Micheal Splinter, Assistant Dean, Faculty of Extension

*Purpose of the Proposal:*

The proposed Renewable Energy Technologies Certificate ladders three existing and very successful series: Renewable Energy Essentials, Solar Energy Development, Design, Wind Energy Development, and Design into a Certificate. The Programs Committee is asked to approve the proposed new certificate, which will enable students to 'transition' their completed series to the new certificate credential.

*Discussion:*

Mr Splinter noted the relevancy of the program content for students, the opportunity to bring together existing content in a meaningful non-credit credential, the importance of program content in supporting development of skills and competencies in renewable energy technology, and meaningful stakeholder engagement.

There were no questions.

Motion: Pearce /Sturdy

THAT the GFC Programs Committee approve, under delegated authority from General Faculties Council, the proposed Renewable Energy Technologies Certificate as submitted by the Faculty of Extension, as submitted in Attachment 1, to take effect Fall Term 2021.

**CARRIED**

10.1. Proposed Front End Web Development Certificate, Faculty of Extension



- 10.2 Proposed C# Back End Web Development Certificate, Faculty of Extension
- 10.3 Proposed Python Back End Web Development Certificate, Faculty of Extension

Materials before members are contained in the official meeting file.

*Presenter(s):* Megan Bertagnolli, Program Development Lead, Faculty of Extension

*Purpose of the Proposal:*

The proposal is before the committee because The Faculty of Extension is proposing a new Front End Web Development Certificate as part of its Continuing Professional Education (CPE) offerings.

*Discussion:*

Ms Bertagnolli explained that these certificates were components of the approved Full Stack Web Development Diploma and would offer students a specialized focus in each area.

Members expressed support for the work to improve accessibility training for instructors and students. Ms Bertagnolli noted they were working to find a member for the advisory committee who could provide input on Indigenous perspectives.

A question about assessment in the context of online delivery was asked concerning how instructors would be supported in providing fair and meaningful assessment. Ms Bertagnolli explained that the coursework was developed before the pandemic imposed online delivery, and that remote assessment methods were well established. In addition, she noted that small class sizes allowed for more personalized assessment and the work of instructors to develop rubrics and tools.

Members discussed plans for integration of Extension coursework into for-credit programming at the University, especially for graduate students. Ms Bertagnolli explained that this was an ongoing discussion with multiple stakeholders at the University around whether non-credit coursework could be recognized for credit in the future. Students could already enroll in the certificate and diploma, however at this time, these credentials would be extra to their degree program. The Chair noted this was related to the mandate and authority of Programs Committee and explained that members would be helping to steer procedures in this area in the coming years.

10.1 Motion: Pearce /Sturdy

THAT the GFC Programs Committee approve, under delegated authority form General Faculties Council, the proposed Front End Web Development Certificate as submitted by the Faculty of Extension as per Attachments 1 and 2.

**CARRIED**

10.2 Motion: Pearce /Sturdy

THAT the GFC Programs Committee approve, under delegated authority form General Faculties Council, the proposed C# Back End Web Development Certificate as submitted by the Faculty of Extension as per Attachments 1 and 2.

**CARRIED**

10.3 Motion: Pearce /Sturdy

THAT the GFC Programs Committee, under delegated authority from General Faculties Council, approve the Python Back End Web Development Certificate as submitted by the Faculty of Extension as per Attachments 1 and 2.

**CARRIED**



- 11.1. Proposed Communication Skills for the Workplace Certificate, Faculty of Extension
- 11.2. Proposed Teaching English as an International Language Certificate, Faculty of Extension

Materials before members are contained in the official meeting file.

*Presenter(s):* Donald Mason, Director, English Language School, Faculty of Extension

*Purpose of the Proposal:*

The proposal is before the committee to seek approval of a new certificate offered by the English Language School at the Faculty of Extension.

*Discussion:*

Dr Mason noted that the Faculty of Extension had been working on the development of these certificates with diverse stakeholders including the Ismaili community in Edmonton, and the Lào Cai Ministry of Education in Vietnam. These certificates build on the expertise in the Faculty of Extension in the development of communication skills and English language training.

Members asked for details on the cohort model for the Communication Skills Certificate and Dr Mason explained that it would be possible to open up the certificate to a broader audience in the future.

Members raised questions about how the proposed Teaching English as an International Language Certificate related to the Teaching English as a Second Language (TESL) program in the Faculty of Education. In particular, the need to clearly differentiate or label the programs was noted, and questions were raised about how learning outcomes were distinct from these existing programs. Dr Mason agreed there was a need to continue discussion with the TESL program leaders and to differentiate between the audiences for the Extension certificate, which sought to increase language development for teachers (Vietnamese speakers of English who were teaching English), and the TESL program, which was a degree program to develop expertise in TESL among teachers.

A member suggested that the Faculty of Extension revise the name of the certificate. Members noted that there was a broad diversity of titles, credentials, and accreditation bodies to consider. The proponents were asked to consult with program directors in TESL in the Faculty of Education to further distinguish between existing credentials and the proposed certificate.

Dr Mason withdrew item 11.2 and noted that he would re-submit it once further consultation had been done as suggested.

11.1 Motion: Pearce /Sturdy

THAT the GFC Programs Committee approve, under delegated authority from General Faculties Council, the proposed Communication Skills for the Workplace Certificate as submitted by the Faculty of Extension as per Attachments 1 to 3.
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**CARRIED**

- 12.1. Proposed Communication Skills for the Workplace Certificate, Faculty of Extension
- 12.2. Proposed Teaching English as an International Language Certificate, Faculty of Extension
- 12.3. Proposed Communication Skills for the Workplace Certificate, Faculty of Extension
- 12.4. Proposed Teaching English as an International Language Certificate, Faculty of Extension

Materials before members are contained in the official meeting file.

*Presenter(s):* Jason Carey, Vice-Dean, Faculty of Engineering; Ergun Kuru, Professor, Petroleum Engineering, Faculty of Engineering



*Purpose of the Proposal:*

The proposal is before the committee to have it approved for delivery by Winter 2022. The certificate is part of four proposed to the Government of Alberta as part of a call for microcredentials. One was approved, but engineering wants to offer the suite of four as a package.

*Discussion:*

Dr Carey noted the importance of petroleum engineering in the province and the relevance of targeted credentials for the industry. He thanked Dr Glanfield for her help in developing learning outcomes to ensure students understood the foundational appreciation of, and respect for, land use in relation to treaty and/or land agreements with Indigenous nations. He explained the rationale behind the development of these and future microcredentials as being critical to changing the culture of the oil and gas industry.

Members asked about planned work-integrated learning components in the program and proponents explained there were none because the target audience for the certificates was working professionals. However, they noted that because students would be building skills directly applicable to their field, and because the knowledge was applied, the program content could be integrated with their work. In addition, the question of laddering the certificate into for-credit programming was raised and proponents noted that there would be further discussion on the recognition of the certificates in the Master of Engineering program.

The emphasis on sustainability in the certificates was discussed, especially how industry professionals might approach renewable resources, how people working in the industry may want to diversify their skills, and how the industry was evolving to integrate more sustainable practices. In addition, efforts of the Faculty of Engineering to support the diversification of the Alberta economy were reviewed, especially the collaboration with the Faculty of Agricultural, Life and Environmental Sciences. Proponents noted that the proposed programs were designed to meet the needs of professionals currently working in the industry.

Motion 12.1: Pearce /Sturdy

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the Certificate in Subsurface Resource Characterization, as set forth in attachment 1.

**CARRIED**

Motion 12.2: Pearce /Sturdy

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the Certificate in Oil and Gas Well Construction and Production Technologies as set forth in attachment 1.

**CARRIED**

Motion 12.3: Pearce /Sturdy

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the Certificate in Improved Oil Recovery Technologies, as set forth in attachment 1.

**CARRIED**

Motion 12.4: Pearce /Sturdy

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the Certificate in Reservoir Simulation and Advanced Analytics (Machine Learning) Applications in Petroleum Engineering, as set forth in attachment 1.

**CARRIED**

13. Duolingo English Test: Extension of Short-term Use

Materials before members are contained in the official meeting file.



*Presenter(s):* Jane Lee, Assistant Registrar and Director, Admissions

*Purpose of the Proposal:*

The proposal is to request an extension to accept the Duolingo English Test (DET) for all applicants to undergraduate and graduate programs as an additional option to demonstrate ELP for two additional years. DET was the first online English Language Proficiency test made available last year and its use was initially approved as a response to COVID disruptions to in-person exams in international testing centres. The use of DET continues to be relevant in the current context.

*Discussion:*

Ms Lee presented the rationale for the extension of the eligibility of the DET for Fall 2022 and Winter 2023 admissions. She noted that use of DET would allow applicants from countries that continued to experience significant disruption due to the pandemic a safe option, and would also allow the University enough time to gather and analyze student performance data to decide whether it should be a permanent option to meet English language proficiency requirements.

Ms Lee also noted that DET had been adopted by U15 counterparts across Canada and by many institutions around the world. She also pointed out that it had been a valuable option for international applicants, in particular those from China, India, and Nigeria. Ms Lee noted that they had not observed major issues or deficiencies in performance from applicants admitted using DET; however, trends would be monitored as students admitted using DET scores had just completed their first year.

Members discussed the use of DET for direct entry admission into Academic English for Undergraduate admission at the Faculty of Extension and the work they were doing to better understand how to support students coming in with testing administered through DET.

Motion: Pearce /Sturdy

THAT the GFC Programs Committee recommend that General Faculties Council approve the proposed extension of the Duolingo English Test to meet English Language Proficiency requirements for undergraduate and graduate programs, for 2022-2023 and 2023-2024 admissions.
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**CARRIED**

14. FGSR Supervisory Initiatives-Proposed Changes to Academic Standing Regulations for Graduate Programs, Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

*Presenter(s):* Brooke Milne, Vice-Provost & Dean, Faculty of Graduate Studies & Research

*Purpose of the Proposal:*

The proposal is part of the Faculty of Graduate Studies & Research (FGSR) Graduate Supervisory Initiatives, and is before the committee seeking recommendation on the proposed changes to academic standing regulations for graduate programs.

*Discussion:*

The Chair noted that the motion before members was to recommend to GFC only on the changes to academic standing regulations. She explained that the full package was distributed to members to provide context but that the focus of the motion was limited to the section related to the Programs Committee's mandate.

Dr Milne noted the importance of graduate supervision and spoke about the multi-year process that had been undertaken to develop initiatives to support and strengthen the student-supervisory relationship. She reminded members that annual reporting was a current requirement, and explained how the initiative would update and



standardize that existing requirement to ensure that students and their supervisors would meet at least once annually to discuss and report on academic progress. She pointed to the changes that had been made throughout the 18 month consultation process to refine the proposal in response to feedback regarding communication about the consequences of not completing the form, and about unsatisfactory progress.

Members asked about the grounds under which a student would be required to withdraw such as one rating of “unsatisfactory” on their progress report, or if they were not able to maintain the minimum cumulative grade point average. Dr Milne provided further clarification and pointed to the *University Calendar* language which referred to adequate warning, consultation with advisors, and the provision of supports. In particular, she noted the value of a mechanism that would allow early intervention so students would not find themselves in a situation where their options were limited. Members expressed opinions that the commitment to the provision of support was not clear in the language and that probation should be an automatic first step before a student was required to withdraw. Dr Milne pointed out the proposal already cites academic probation as the outcome for a rating of “in needs of improvement.”

A member asked who would have the authority to decide the student rating in the progress report and what recourse the student would have if they did not agree. Dr Milne explained that students would have a voice and would be able to provide comments in the report. She also noted that they would be required to sign off on their rating it was submitted. This would allow for all parties (Student, Supervisor and Committee) to raise and document concerns and would give FGSR and the unit access to information about the issues and allow them to provide early support and facilitation when needed.

Members sought clarification on the decision they were asked to make and the scope of the authority of the GFC Programs Committee over academic standing regulations. The committee received information from the Chair and the Coordinator on the motion, which specifically referred to the section containing academic standing regulations in Attachment 4. Members discussed the interrelated nature of academic standing regulations and other aspects of the broader proposal, noted that it was difficult to recommend on just one aspect of the proposal, and voiced their concerns about what would come forward to GFC. A friendly amendment was made to the motion to clarify the section of the proposal that was under consideration.

Members discussed:

- whether the use of progress report ratings was creating a new grading system;
- concern that the “grade” would not be official until the student signed off;
- the distinction between providing “grades” and a “rating” or evaluation for students;
- that the progress report ratings would not appear on the transcript as grades do;
- the diversity of interpretation on what “satisfactory” may mean based on disciplinary or departmental cultures and the transparency of a rating of “in need of improvement” across the University;
- power imbalances between students and supervisors;
- the perceived burden on students and supervisors of completing this process and the value of feedback for students; and
- clarity that had been added around the process for blocking registration as a last resort.

Motion: Pearce /Sturdy

THAT the GFC Programs Committee recommend that General Faculties Council approve the proposed changes to the academic standing section for graduate programs, as set forth in attachment 4.

**DEFEATED**

15. Proposed Course Based Master of Arts in Community Engagement, School of Public Health and Faculty of Graduate Studies and Research

*Item was deferred.*





# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

16. Proposed Suspension of Majors, and Changes to Admissions and Program Requirements for the Bachelor of Science/Bachelor of Education Combined Degrees Program, Augustana Faculty, and Faculty of Education

Materials before members are contained in the official meeting file.

*Presenter(s):* Karsten Mündel, Associate Dean, Academic, Augustana Faculty

*Purpose of the Proposal:* The proposal is before the committee to make significant program changes to the Bachelor of Science (BSc)/Bachelor of Education (BEd) (Secondary) Combined Degrees Program (Augustana), offered by Augustana Faculty and the Faculty of Education.

*Discussion:*

Dr Mündel spoke about the ongoing program review at Augustana, which sought to develop multi-disciplinary learning opportunities, complemented by the new liberal arts and sciences Project-based Core, and curriculum revitalization across the Fine Arts, Humanities, Social Sciences, and Sciences. He noted that the proposed changes to the combined programs offered with the Faculty of Education would address issues with course offerings, balance enrolment, and further differentiate programs offered at Augustana from other University programs.

There were no questions.

Motion: Pearce /Sturdy

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the proposed program changes to the Bachelor of Science/Bachelor of Education Combined Degree Program (Augustana), as set forth in Attachment 2, to take effect upon approval.

**CARRIED**

Motion: Pearce /Sturdy

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the proposed changes to Admission Requirements for the Bachelor of Science/Bachelor of Education Combined Degree Program (Augustana), as set forth in Attachment 3, to be published in the 2022-2023 *University Calendar*.

**CARRIED**

Motion: Pearce /Sturdy

THAT the GFC Programs Committee recommend the proposed suspension of admissions to the majors in Mathematical Sciences, and Physical Sciences, in the Bachelor of Science/Bachelor of Education Combined Degree Program (Augustana), to take effect upon approval.

**CARRIED**

1 Abstention (A. Mofolasayo)

### **DISCUSSION ITEMS**

17. Early Consultation on Proposed Changes to Faculté Saint-Jean Programs

Presentation before members is contained in the official meeting file.

*Presenter(s):* Donia Mounsef, Associate Dean, Faculté Saint-Jean



*Discussion:*

The Chair emphasized her support for the work the Faculté had done over the past few years.

Dr Mounsef noted the work to consult with faculty, staff, and students in developing the content provided to members in the slides that were included with the meeting materials. She made note of:

- efforts to emphasize strengths in the Arts and Sciences, particularly health sciences and psychology;
- that work to date included combining existing majors to provide students with new opportunities to pursue a major through consolidated areas of focus;
- redesign in the common core in the Arts and Sciences aimed to allow students to work in a cohort model and obtain foundational knowledge and competencies;
- that the possibility of a double degree in Arts and Science, made up of 150 credits over five years, had been explored;
- that the number of majors would be reduced from nine to four, with students able to pursue disciplinary areas through pathways; and
- new areas of focus related to collaborations with partner institutions and areas of research strength for the Faculté.

Members asked about consultation with the Department of Modern Languages and Cultural Studies (MLCS) and Dr Mounsef affirmed the intention to work closely with MLCS and other internal stakeholders.

Members expressed support for the interdisciplinary nature of programming.

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

*Presenter(s):* Andrea Patrick, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

*Discussion:*

Ms Patrick noted the following proposals from the Ministry had been approved:

- Termination of the Bachelor of Education, Adult Education
- New Graduate Certificate in Coaching
- New Graduate Certificate in Educational Studies

In addition, the University of Alberta received a request for system-wide coordination review of the proposed University of Calgary Language and Culture specialization under the Bachelor of Arts.

19. Question Period

*Presenter(s):* Tammy Hopper, Vice-Provost (Programs) and Chair of PC

*Discussion:*

The Chair noted that this was her last meeting presiding over the GFC Programs Committee and thanked members for their engagement. A member thanked the Chair for her leadership and efforts to ensure the committee was an inclusive and effective decision-making body.

## **INFORMATION REPORTS**

20. Items Approved by the GFC Programs Committee by email ballots

The following Motions and Documents were considered by the GFC Programs Committee by e-vote Thursday, May 20, 2021:

Agenda Title: Course and Minor Program Changes



CARRIED MOTION:

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the attached course and minor program change submissions from the Faculties of Arts, Augustana, Education, Kinesiology, Sport, and Recreation, Nursing, Saint-Jean, and Science.

21. Information Items Forwarded to Committee Members Between Meetings

- University of Alberta Mail - Update for GFC Programs Committee - April 15, 2021
- University of Alberta Mail - Cancellation of May 20, 2021 Meeting
- University of Alberta Mail - Request for an Electronic Vote of the GFC Programs Committee

**CLOSING SESSION**

22. Adjournment

- Next Meeting of PC: September 16, 2021
- Next Meeting of GFC: September 20, 2021

The Chair adjourned the meeting at 11:50 a.m.