



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Academic Standards Committee  
Approved Open Session Minutes

Thursday, October 17, 2019  
Digital Scholarship Centre, 2-02 Cameron Library  
10:00 AM - 12:00 PM

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### **ATTENDEES:**

Tammy Hopper, Chair  
Scott Jeffrey  
Joel Agarwal  
J Nelson Amaral  
Radim Barta  
Angela Bayduza  
Dion Brocks  
Jason Carey  
Janice Causgrove Dunn  
Gerda de Vries  
Bill Dunn  
Fay Fletcher

Andras Marosi  
Bernadette Martin  
Karsten Mundel  
Rebecca Nagel  
Shannon O'Byrne  
Christy Raymond  
Norma Rodenburg  
Victoria Ruetalo  
Hassan Safouhi  
  
*non-voting:*  
Meg Brolley  
Amy Dambrowitz

Natalie Sharpe  
Helen Vallianatos

### **REGRETS:**

Marion Haggarty-France  
Mohamad Jamaledine  
Jeff Johnson  
Nathalie Kermoal  
Shirley Schipper  
Kristof Van Assche

### Staff:

Heather Richholt, Coordinator

### **OPENING SESSION**

Hannah Pierce welcomed members to the Digital Scholarship Centre and gave a quick overview of the technology and services available to faculty, staff, and students.

#### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Agarwal/Jeffrey

THAT the GFC Academic Standards Committee approve the Agenda.
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**CARRIED**

#### 2. Comments from the Chair (no documents)

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

#### *Discussion:*

The Chair noted that the first hour of the meeting would cover regular committee business and then the meeting would adjourn; the second hour of the meeting would be a workshop on the recommendations regarding the proposed changes to program approval pathways.

The Chair indicated that the provincial government's terminology regarding cost-recovery programs was changing and the Provost's Office and the Office of the Registrar were working through the implications and would be in touch with the Faculties regarding any requirements.

The Chair noted that Kate Peters was unable to attend the meeting but that there were no updates on external programs for review and programs in progress on campus since the previous ASC meeting.

## **CONSENT AGENDA**

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

Consent Agenda Mover and Seconder: Carey/Mundel

### 3. Approval of the Open Session Minutes of September 19, 2019

Materials before members are contained in the official meeting file.

THAT the GFC Academic Standards Committee approve the Open Session Minutes of September 19, 2019.

**CARRIED**

### 4. Items Deemed Minor/Editorial

Materials before members are contained in the official meeting file.

#### 4A. Transfer Credit Approvals and Denials for October, 2019

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

**CARRIED**

#### 4B. Proposed Changes to Undergraduate Admissions, High School Applicants, Admission from a British-Patterned System, Office of the Registrar

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to University Undergraduate Admissions from a British-Patterned System.

**CARRIED**

#### 4C. Proposed Changes to Academic Regulations for Undergraduate Students in the Faculty of Engineering

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to Academic Regulations for undergraduate students in the Faculty of Engineering.

**CARRIED**

### 5. Proposed Changes to Undergraduate English Language Proficiency Requirements, Office of the Registrar

Materials before members are contained in the official meeting file.

*Purpose of the Proposal:* The Office of the Registrar is proposing changes to the University Calendar that will increase the level of required English language proficiency for undergraduate admissions.

THAT the GFC Academic Standards Committee recommend that General Faculties Council approve the proposed changes to Undergraduate English Language Proficiency requirements, as submitted by the Office of the Registrar and as set forth in attachment 3, to take effect for fall 2021 admissions.

**CARRIED**

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

Materials before members are contained in the official meeting file.

*Purpose of the Proposal:* The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements and academic standing requirements) for this program are listed in the Calendar.

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 Medical Sciences – Paediatrics, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**CARRIED**

### **ACTION ITEMS**

7. Proposal for a New Graduate Embedded Certificate in Maternal and Child Health Research, Faculty of Graduate Studies and Research, and Faculty of Medicine and Dentistry

Materials before members are contained in the official meeting file.

The item was deferred.

8. 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 gave an overview of the proposed changes to the regulations.

Members discussed regulations regarding the Fresh Start Program across different Faculties, probation and the importance of clearly communicating how GPAs are calculated.

Members suggested edits to be taken back to the Faculty of Science for consideration.

9. Proposed Changes to Existing Academic Standing Regulations 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 academic standing regulations.

*Discussion:*

Dr de Vries explained the proposed changes for students declaring a major and a minor, deferred standing, and the application to graduate.

Members asked about the processes followed when a student did not declare their major and minor according to the regulations.

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to academic regulations for undergraduate programs in the Faculty of Science, as submitted by the Faculty of Science and set forth in Attachments 1-3, as amended, to be published in the 2020-2021 Calendar and to take effect upon approval.

**CARRIED**

10. Proposed Changes to Academic Standing Regulations, Graduation Honorifics, 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*: The proposal is before the committee because the Faculty of Science is seeking approval for the proposed changes that will impact the awarding of 'With Distinction' and 'First-Class Honors' upon graduation.

*Discussion*:

Dr de Vries noted that academic year and graduation honorifics had come to the GFC ASC's previous meeting for discussion. She explained that the academic year honorifics had been removed from this proposal and were undergoing a different consultation pathway on campus.

Members asked about how graduation honorifics were recorded on parchments.

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to academic standing regulations for the Faculty of Science, as proposed by 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**

**EARLY CONSULTATION**

11. 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 outlined the proposed changes. She indicated that declaring misinformation was a separate, Code of Applicant Behaviour issue, and that this proposal was meant to address only applicants whose final grades indicated that they may be at risk of failure in their program.

Members discussed how different life circumstances could contribute to a drop in admission average, the importance of the standards being clearly communicated to applicants, the implications for students in more

competitive programs, the potential to change the language from "will be revoked" to "may be revoked", and the different ways that high school applicant averages are calculated.

### **DISCUSSION ITEMS**

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

The Chair noted that she covered this item earlier, in her comments from the Chair.

13. Question Period (no documents)

There were no questions.

### **INFORMATION REPORTS**

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

There were no items.

15. Information Items Forwarded to Committee Members Between Meetings

There were no items.

### **CLOSING SESSION**

16. Adjournment

The Chair adjourned the meeting at 11:05 a.m.