The following Motions and Documents were considered by the GFC Academic Planning Committee at its Wednesday, January 31, 2024 meeting:

---

**Agenda Title:** Proposed Non-regulated Exclusions to Program Fees

**CARRIED MOTION:**
THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Finance and Property Committee approve: • the proposed New Non-Regulated Exclusion to Program Fees (set forth in Attachment 1) • the proposed removal of Non-Regulated Exclusion to Program Fees (set forth in Attachment 2) as submitted on behalf of the relevant Faculties/Departments by the Registrar’s Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

FINAL Item 4.
Decision ☒  Discussion ☐  Information ☐

ITEM OBJECTIVE:

To establish New Non-Regulated Exclusion to Program Fees and establish the removal of existing Non-Regulated Exclusion to Program Fees.

DATE
January 31, 2024

TO
Academic Planning Committee

RESPONSIBLE PORTFOLIO
Office of the Registrar

MOTION:

THAT the GFC Academic Planning Committee recommend, with delegated authority from General Faculties Council, that the Board of Finance and Property Committee approve:

- the proposed New Non-Regulated Exclusion to Program Fees (set forth in Attachment 1)
- the proposed removal of Non-Regulated Exclusion to Program Fees (set forth in Attachment 2)

as submitted on behalf of the relevant Faculties/Departments by the Registrar’s Advisory Committee on Fees (RACF), to take effect as noted in each respective attachment.

EXECUTIVE SUMMARY:

The impacts of the proposals are stated in the purpose and outline in each attached proposal. Implementation dates for each proposal may vary; see attachments for details.

After final approval by the Board Finance and Property Committee, the proposed fees would be implemented by the Office of the Registrar, Financial Services and the corresponding units proposing fee changes. The Office of the Registrar will communicate the approval of all fees to the proposers of the various fees contained in this proposal. All of these categories of fees are listed on the Office of the Registrar’s website and the units initiating the proposal are responsible for communicating any fees to the impacted students.

Representatives of the proposing units will also be in attendance at the January 31, 2024 meeting of GFC APC to respond to questions.

Supporting Materials:

Attachments
1. Attachment 1: Proposal for New Non-Regulated Exclusion to Program Fees (page(s) 1 – 46)
2. Attachment 2: Proposal for Removal of Non-Regulated Exclusion to Program Fees (page(s) 47 - 51)

**SCHEDULE A:**

**Engagement and Routing**

Consultation and Stakeholder Participation / Approval Route (parties who have seen the proposal and in what capacity) <Governance Resources Section Student Participation Protocol>

<table>
<thead>
<tr>
<th>Those who are actively participating:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• As outlined in various proposals</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Those who have been consulted:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• As outlined in various proposals</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Those who have been informed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• As outlined in various proposals</td>
</tr>
</tbody>
</table>

**Approval Route:**

GFC Academic Planning Committee – January 31, 2024
Board Finance and Property Committee – March 7, 2024

**Supplementary Notes / Context:**


## Attachment 1

### Proposals for Non-Regulated Exclusion to Program Fees

<table>
<thead>
<tr>
<th>Course</th>
<th>Implementation</th>
<th>Fee</th>
<th>Page Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA ST 499</td>
<td>May 1, 2024</td>
<td>$300 - $750</td>
<td>2</td>
</tr>
<tr>
<td>MLCS 399/SCAND 399</td>
<td>May 1, 2024</td>
<td>$300 - $750</td>
<td>7</td>
</tr>
<tr>
<td>SLAV 299/UKR 211/UKR 300/UKR 400</td>
<td>May 1, 2024</td>
<td>$300 - $750</td>
<td>12</td>
</tr>
<tr>
<td>AUENV 234</td>
<td>September 1, 2024</td>
<td>$100 - $350</td>
<td>43</td>
</tr>
</tbody>
</table>
Registrar’s Advisory Committee on Program Budgets and Fees (RACF)

For the meeting of: November 28, 2023

Item No. <02>

Request for Approval for: LA ST 499 – Cuba: Myths and Realities

Fee Type *(see end of form for definitions)*:

☐ Non-Regulated Exclusion to Program Fees
☐ Non-Regulated Exclusion to Tuition Fees
☐ Other

OUTLINE OF ISSUE: The Faculty of Arts and Department of Modern Languages is planning to offer a faculty-led course in Cuba. Working with the Universidad de Oriente, the program will offer students an opportunity to learn about Cuban culture, history and politics. The special topics course (LA ST 499 – Cuba: Myths and Realities) will comprise of lectures in the mornings with cultural visits and excursions in the afternoons.

The proposed non-regulated fee would cover costs for the excursions and museum visits, as well as classroom rental and administrative support. It should be noted that the fee will not support the instructor’s salary, travel, accommodation or any other related living expenses.

*Put N/A in any boxes that do not apply*

Proposer

<table>
<thead>
<tr>
<th>Faculty/Department</th>
<th>Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean/Chair</td>
<td>Dr. Robert Wood</td>
</tr>
<tr>
<td>Primary Contact</td>
<td>Dr. Russell Cobb, <a href="mailto:rcobb@ualberta.ca">rcobb@ualberta.ca</a></td>
</tr>
<tr>
<td>Secondary Contact</td>
<td>Trevor Buckle, 780 248-1458, <a href="mailto:tbuckle@ualberta.ca">tbuckle@ualberta.ca</a></td>
</tr>
</tbody>
</table>

Item

<table>
<thead>
<tr>
<th>Purpose of Fee (what it is to be used for)</th>
<th>The non-regulated fee is proposed to cover costs for the summer program in Cuba.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Amount</td>
<td>To account for inflation and fluctuations in exchange rates, we propose a non-regulated fee range of $300-$750.</td>
</tr>
<tr>
<td>Previous Fee Amount (if this is a new fee, please indicate that here)</td>
<td>N/A</td>
</tr>
<tr>
<td>Requested Implementation Date</td>
<td>May 2024</td>
</tr>
<tr>
<td>The Impact of the Fee (number of students affected, etc.)</td>
<td>Expected enrollment is 12 students</td>
</tr>
<tr>
<td>Collected Centrally or by Department</td>
<td>Centrally</td>
</tr>
</tbody>
</table>
Course Information (if fee is attached to a course)

<table>
<thead>
<tr>
<th>Course Name(s)</th>
<th>LA ST 499 – Cuba: Myths and Realities (special topics course)</th>
</tr>
</thead>
</table>
| Required Course(s) | ☐ Yes  
☒ No |
| The course/program is on or off campus | ☐ On-Campus  
☒ Off-Campus |
| New or Existing Course(s) | Existing special topics course |
| New or Existing Program (include name) | N/A |
| Course Description(s) | See attached promotion flyer. |

Details

| Estimated Costs (Budget information must be included here or as an attachment) | See attached |
| Explanatory Notes | For the purposes of the budget, a fee of $500 per student has been used. |

Routing

| Consultative Route (parties who have seen the proposal prior to Registrar’s Advisory Committee on Fees and in what capacity) | UofA International (Global Learning Unit)  
Vice-Dean, Faculty of Arts  
Chair, Department of Modern Languages and Cultural Studies |
| Student Group Consultative Route – What consultation has occurred and provide outcome | None prior to the submission of this proposal. However, consultation is planned with the Organization for Arts Students and Interdisciplinary Studies (OASIS) to get their perspective as Arts students from all divisions in the Faculty. As well, the Education Abroad Squad International (EASI) will provide feedback as students who have previously participated in study abroad opportunities and can use their first-hand knowledge to review this proposal and provide objective feedback |
| Advisory Route (RACF) Include dates | November 28, 2023 |
| Approval Route* (Governance)  
*The approval process is initiated in January for the next academic year | GFC Academic Planning Committee (APC)  
Board Finance and Property Committee (BFPC) |
| Final Approver | Board Finance and Property Committee (BFPC) |

Attachments

1. Budget
2. Course Description
3. Survey and Results attached after the UKR 211, 300, 400, SLAV 299 Proposal
<table>
<thead>
<tr>
<th>ITEM</th>
<th>BUDGETED</th>
<th>NOTES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non Regulated Exclusion to Program Fee (TBD)</td>
<td>6,000.00</td>
<td>Fee of $500 CDN per student</td>
</tr>
<tr>
<td>Instructor Salary</td>
<td>0</td>
<td>Part of regular teaching load</td>
</tr>
<tr>
<td>Instructor Travel</td>
<td>-</td>
<td>To be covered by Faculty of Arts</td>
</tr>
<tr>
<td>Instructor Accomodation</td>
<td>-</td>
<td>To be covered by Faculty of Arts</td>
</tr>
<tr>
<td>Instructor Per Diem/Living Expenses</td>
<td>-</td>
<td>To be covered by Faculty of Arts</td>
</tr>
<tr>
<td>U Oriente Related Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classroom Rental</td>
<td>1,000.00</td>
<td></td>
</tr>
<tr>
<td>Administrative Support</td>
<td>2,000.00</td>
<td></td>
</tr>
<tr>
<td>Field Trips/Student Ground Transportation</td>
<td>1,500.00</td>
<td></td>
</tr>
<tr>
<td>Museums/Galleries</td>
<td>300.00</td>
<td></td>
</tr>
<tr>
<td>Admin support @ $20/hour (based in Edmonton)</td>
<td>800.00</td>
<td></td>
</tr>
<tr>
<td>Internet and cell phone connection</td>
<td>200.00</td>
<td></td>
</tr>
<tr>
<td>TOTAL EXPENSES</td>
<td>5,800.00</td>
<td></td>
</tr>
</tbody>
</table>
Universidad de Oriente - Santiago de Cuba Spring 2024 Program

Overview

“Cuba: Myths and Realities” (LA ST 499) is designed for all students who have completed two years of coursework at the U of A to immerse themselves in the study of Cuban culture, history, and politics. While Spanish is not required, it will certainly be an asset. The course is based in Cuba’s oldest city, Santiago, a place steeped in Afro-Cuban traditions and rich in history. We will spend mornings in the classroom, talking to University of Oriente professors and students, as well as local artists and musicians. In the afternoons, we will visit historical and cultural sites like El Cobre, a former copper mine worked by slaves which is now the home of the Virgin of Charity, the patron saint of Cuba. We will also have longer excursions to the Castro family farm in Birán (about an hour away) and Fundación Caguayo, a massive open-air arts studio.

When Can I Go?

Terms Offered: Spring

Dates & Duration: May 2-May 24, 2023 (three weeks)
Eligibility Requirements
Open to: Everyone with two years of coursework. Spanish, Political Science, Anthropology, History, Art History, and Latin American Studies students are especially encouraged!
Level: Undergraduate, Graduate

Program Information
Language of Instruction: English
The spring program consists of a three-week session with 39 contact hours with instructor and guests. The course is three hours a day, five days a week, with additional time for cultural visits and excursions. *Course is taught in English

Optional three day trip to Havana
This tour led by qualified faculty includes museums and important sites such as Fine Arts Museum, Fabrica de Arte Cubana, Museum of the Revolution, Castillo el Moro, etc.

Fees & Costs
Education Abroad Application Fee: $250 CAD
Accommodation, Single Occupancy: $450 CAD (about half that if double occupancy)
Tuition, 3 credits: $687.48
Meals: $300
Flight: RT Edmonton-Holguin + Ground transportation to Santiago: $800 CAD

Program fee to be announced at a later date.

Fees are subject to change without notice. Students are responsible for making their own travel arrangements and for any additional costs including visa fees, medical coverage, books and supplies, food, entertainment and incidental expenses.

Housing
Accommodation is with local families in “casas particulares”, providing UAlberta students the best opportunity to experience Cuba and practice their Spanish outside of the classroom. Home-stays will include breakfast.
Registrar’s Advisory Committee on Program Budgets and Fees (RACF)

For the meeting of: November 28, 2023

Item No. <03>

Request for Approval for: MLCS 399 and SCAND 399: Icelandic Literature, Myth and Culture

Fee Type (see end of form for definitions)*:

- [X] Non-Regulated Exclusion to Program Fees
- [ ] Non-Regulated Exclusion to Tuition Fees
- [ ] Other

OUTLINE OF ISSUE: The Faculty of Arts and Department of Modern Languages would like to introduce a new summer school in Iceland. Working with the University of Iceland, the program will offer students an opportunity to learn about Icelandic literature and culture from the Middle Ages to present. The two courses (MLCS 399 and SCAND 399) will comprise of lectures and workshops on literature, language history, folklore and nature; museum study visits; and excursions around the country.

The proposed non-regulated fee would cover costs for the excursions and museum visits, as well as other program expenses. It should be noted that the fee will not support the instructor’s salary, travel, accommodation or any other related living expenses.

It should also be noted that the fee would only be paid once by the students and is not attached to both courses.

Proposer

<table>
<thead>
<tr>
<th>Faculty/Department</th>
<th>Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean/Chair</td>
<td>Dr. Robert Wood</td>
</tr>
<tr>
<td>Primary Contact (Name, phone number, and e-mail)</td>
<td>Dr. Natalie van Deusen, <a href="mailto:vandeuse@ualberta.ca">vandeuse@ualberta.ca</a></td>
</tr>
<tr>
<td>Secondary Contact (Name, phone number, and e-mail)</td>
<td>Trevor Buckle, 780 248-1458, <a href="mailto:tbuckle@ualberta.ca">tbuckle@ualberta.ca</a></td>
</tr>
</tbody>
</table>

Item

| Purpose of Fee (what it is to be used for) | The non-regulated fee is proposed to cover costs for new international summer school in Iceland. |
| Proposed Amount | To account for inflation and fluctuations in exchange rates, we propose a non-regulated fee range of $300-$750. |
| Previous Fee Amount (if this is a new fee, please indicate that here) | N/A |
| Requested Implementation Date | May 2024 |
| The Impact of the Fee (number of students affected, etc.) | Expected enrollment is 12 students |
Collected Centrally or by Department | Centrally

### Course Information (if fee is attached to a course)

<table>
<thead>
<tr>
<th>Course Name(s)</th>
<th>MLCS 399 (*3) and SCAND 399 (*3)</th>
</tr>
</thead>
</table>
| Required Course(s) | □ Yes  
☒ No |
| The course/program is on or off campus | □ On-Campus  
☒ Off-Campus |
| New or Existing Course(s) | Existing special topics courses |
| New or Existing Program (include name) | New program offering |
| Course Description(s) | Icelandic Literature, Myth and Culture (students will be registered in both MLCS 399 and SCAND 399). See attached promotional flyer for further details. |

### Details

| Estimated Costs (Budget information must be included here or as an attachment) | See attached |
| Explanatory Notes | For the purposes of the budget, a fee of $475 is being proposed for 2024 |

### Routing

| Consultative Route (parties who have seen the proposal prior to Registrar’s Advisory Committee on Fees and in what capacity) | UofA International (Global Learning Unit)  
Vice-Dean, Faculty of Arts  
Chair, Department of Modern Languages and Cultural Studies |
| Student Group Consultative Route – What consultation has occurred and provide outcome | None prior to the submission of this proposal. However, consultation is planned with the Organization for Arts Students and Interdisciplinary Studies (OASIS) to get their perspective as Arts students from all divisions in the Faculty. As well, the Education Abroad Squad International (EASI) will provide feedback as students who have previously participated in study abroad opportunities and can use their first-hand knowledge to review this proposal and provide objective feedback. |
| Advisory Route (RACF) Include dates | November 28, 2023 |
| Approval Route* (Governance)  
*The approval process is initiated in January for the next academic year | GFC Academic Planning Committee (APC)  
Board Finance and Property Committee (BFPC) |
| Final Approver | Board Finance and Property Committee (BFPC) |

### Attachments

1. Budget
2. Course Description
3. Survey and Results attached after the UKR 211, 300, 400, SLAV 299 Proposal
<table>
<thead>
<tr>
<th>Iceland - June 1-23, 2024</th>
<th>NOTES</th>
<th># Students</th>
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<tr>
<td><strong>INCOME</strong></td>
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<tr>
<td>ITEM</td>
<td>BUDGETED</td>
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<tr>
<td>Non Regulated Exclusion to Program Fee</td>
<td>5,700.00</td>
<td>Fee of $475/student</td>
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<tr>
<td>TOTAL</td>
<td>5,700.00</td>
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<tr>
<td><strong>EXPENSES</strong></td>
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<td></td>
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<tr>
<td>ITEM</td>
<td>BUDGETED</td>
<td></td>
</tr>
<tr>
<td>Instructor Salary</td>
<td>Extra to load - Covered by Faculty of Arts</td>
<td></td>
</tr>
<tr>
<td>Instructor Travel</td>
<td>To be covered by Faculty of Arts</td>
<td></td>
</tr>
<tr>
<td>Instructor Accomodation</td>
<td>To be covered by Faculty of Arts</td>
<td></td>
</tr>
<tr>
<td>UofA Instructors Per Diem/Living Expenses</td>
<td>To be covered by Faculty of Arts</td>
<td></td>
</tr>
<tr>
<td>Classroom Rental (NO CHARGE)</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Field Trips</td>
<td>2,800.00</td>
<td>20,000 ISK/person, assuming exchange rate of 100 ISK to 1 CAD - I am assuming that there will be at least 2 extra people in addition to the students</td>
</tr>
<tr>
<td>Museums/Galleries</td>
<td>1,680.00</td>
<td>12,000 ISK/person, assuming exchange rate of 100 ISK to 1 CAD - I am assuming that there will be at least 2 extra people in addition to the students</td>
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<tr>
<td>Bank Charges</td>
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<tr>
<td>Miscellaneous expenses</td>
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<tr>
<td>TOTAL</td>
<td>5,680.00</td>
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</tbody>
</table>
This immersive, three-week summer course will provide you with a unique opportunity to learn about Icelandic literature and culture from the Middle Ages to the present.

We will journey into the world of the famous Icelandic sagas, encounter the elves and trolls who inhabit the Icelandic wilds, and explore literary responses to a harsh environment, pirate raids, and volcanic eruptions. Uniquely, this course explores the complex and dynamic relations between Iceland and North America throughout history, from the so-called Vínland sagas, to poetry written by Icelandic immigrants to Canada in the 19th and 20th centuries.

This course comprises lectures and workshops on Icelandic literature, language history, folklore, and nature; museum study-visits; and excursions to the glaciated Snæfell peninsula and Iceland’s dramatic south coast. You will read and discuss literary works from sagas and Eddic poetry to contemporary novels and poetry.

This course is designed for students interested in Icelandic literature, Icelandic Canadian literature, culture, and history. No prior knowledge is required.

Enrolment Information:

Dates: June 1 – 23, 2024
Location: University of Iceland, Reykjavík
Credits: 6 (300 level)
Anticipated Costs: $6,400 (tbc)

Contact Professor Natalie Van Deusen
vandeuse@ualberta.ca
Icelandic Literature, Myth, and Culture

An International Summer School
University of Alberta
University of Iceland

This immersive, three-week summer course will provide you with a unique opportunity to learn about Icelandic literature and culture from the Middle Ages to the present.

We will journey into the world of the famous Icelandic sagas, encounter the elves and trolls who inhabit the Icelandic wilds, and explore literary responses to a harsh environment, pirate raids, and volcanic eruptions. Uniquely, this course explores the complex and dynamic relations between Iceland and North America throughout history, from the so-called Vinland sagas, to poetry written by Icelandic immigrants to Canada in the 19th and 20th centuries.

This course comprises lectures and workshops on Icelandic literature, language history, folklore, and nature; museum study-visits; and excursions to the glaciated Snæfell peninsula and Iceland’s dramatic south coast. You will read and discuss literary works from sagas and Eddic poetry to contemporary novels and poetry.

This course is designed for students interested in Icelandic literature, Icelandic Canadian literature, culture, and history. No prior knowledge is required.

Dates June 1. – 23., 2024
Location University of Iceland, Reykjavík
Credits 6 (300 level)
Anticipated Costs $6,400 (tbc)

NOW ACCEPTING APPLICATIONS
Contact Professor Natalie Van Deusen at vandeuse@ualberta.ca

03_03 MLCS 399 and SCAND 399
Registrar’s Advisory Committee on Program Budgets and Fees (RACF)

For the meeting of: November 28, 2023

Item No. <04>

Request for Approval for: UKR 211/SLAV 299, UKR 300 (or 400)

Fee Type (see end of form for definitions)*:

☒ Non-Regulated Exclusion to Program Fees
☐ Non-Regulated Exclusion to Tuition Fees
☐ Other

OUTLINE OF ISSUE: The Faculty of Arts and Department of Modern Languages has had a long standing summer program in L’viv, Ukraine. Because of the ongoing conflict with Russia, the program was successfully piloted in 2023 in Warsaw, and the Faculty and Department would like to offer it again in 2024 (and potentially for the foreseeable future until the conflict is over). Working with the University of Warsaw, the program will offer students an opportunity to earn *6 in either UKR 211 combined with SLAV 299 (titled Ukrainian Cultural Moments) or *6 in either UKR 300 or UKR 400. Both options will include museum study visits, excursions, engagements with the local Ukrainian community, participation in special events and exploration of local cuisine.

The proposed non-regulated fee would cover costs for the excursions/museum visits, classroom rental as well as other non-academic program expenses. It should be noted that the fee will not support the instructors’ salaries, travel, accommodation or any other related living expenses.

It should also be noted that the fee would only be paid once by the students, and is not attached to each course.

Put N/A in any boxes that do not apply

Proposer

<table>
<thead>
<tr>
<th>Faculty/Department</th>
<th>Arts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean/Chair</td>
<td>Dr. Robert Wood</td>
</tr>
<tr>
<td>Primary Contact</td>
<td>Dr. Alla Nedashkivska, <a href="mailto:allan@ualberta.ca">allan@ualberta.ca</a></td>
</tr>
<tr>
<td>Secondary Contact</td>
<td>Trevor Buckle, 780 248-1458, <a href="mailto:tbuckle@ualberta.ca">tbuckle@ualberta.ca</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Purpose of Fee (what it is to be used for)</th>
<th>The non-regulated fee is proposed to cover costs for the U2 in Ukraine summer program.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Proposed Amount</td>
<td>To account for inflation and fluctuations in exchange rates, we propose a non-regulated fee range of $300-$750.</td>
</tr>
<tr>
<td>Previous Fee Amount (if this is a new fee, please indicate that here)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------------------------</td>
<td>-----</td>
<td></td>
</tr>
<tr>
<td>Requested Implementation Date</td>
<td>May 2024</td>
<td></td>
</tr>
<tr>
<td>The Impact of the Fee (number of students affected, etc.)</td>
<td>Expected enrollment is 20 students</td>
<td></td>
</tr>
<tr>
<td>Collected Centrally or by Department</td>
<td>Centrally</td>
<td></td>
</tr>
</tbody>
</table>

### Course Information (if fee is attached to a course)

<table>
<thead>
<tr>
<th>Course Name(s)</th>
<th>UKR 211 combined with SLAV 299, UKR 300 or UKR 400</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Course(s)</td>
<td>□ Yes □ No</td>
</tr>
<tr>
<td>The course/program is on or off campus</td>
<td>□ On-Campus □ Off-Campus</td>
</tr>
<tr>
<td>New or Existing Course(s)</td>
<td>Existing Courses (Note: SLAV 299 is a special topics course)</td>
</tr>
<tr>
<td>New or Existing Program (include name)</td>
<td></td>
</tr>
<tr>
<td>Course Description(s)</td>
<td>See attached for UKR 211/300/400. SLAV 299 syllabus still under development.</td>
</tr>
</tbody>
</table>

### Details

<table>
<thead>
<tr>
<th>Estimated Costs (Budget information must be included here or as an attachment)</th>
<th>See attached</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explanatory Notes</td>
<td>For the purposes of the 2024 budget, a non-regulated fee of $400 has been used.</td>
</tr>
</tbody>
</table>

### Routing

<table>
<thead>
<tr>
<th>Consultative Route (parties who have seen the proposal prior to Registrar’s Advisory Committee on Fees and in what capacity)</th>
<th>UofA International (Global Learning Unit) Vice-Dean, Faculty of Arts Chair, Department of Modern Languages and Cultural Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Group Consultative Route – What consultation has occurred and provide outcome</td>
<td>None prior to the submission of this proposal. However, consultation is planned with the Organization for Arts Students and Interdisciplinary Studies (OASIS) to get their perspective as Arts students from all divisions in the Faculty. As well, the Education Abroad Squad International (EASI) will provide feedback as students who have previously participated in study abroad opportunities and can use their first-hand knowledge to review this proposal and provide objective feedback</td>
</tr>
<tr>
<td>Advisory Route (RACF) Include dates</td>
<td>November 28, 2023</td>
</tr>
<tr>
<td>Approval Route* (Governance)</td>
<td>GFC Academic Planning Committee (APC) Board Finance and Property Committee (BFPC)</td>
</tr>
</tbody>
</table>
*The approval process is initiated in January for the next academic year

| Final Approver     | Board Finance and Property Committee (BFPC) |

**Attachments**

1. Budget
2. Course Description
3. Survey and Results
<table>
<thead>
<tr>
<th>ITEM</th>
<th>BUDGETED</th>
<th>NOTES</th>
<th># Students</th>
<th>Estimated number for planning purposes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non Regulated Exclusion to Program Fee (TBD)</td>
<td>8,000.00</td>
<td>Fee of $400 CDN per student</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>UKR 300 (or 400)</td>
<td></td>
<td></td>
<td>10</td>
<td></td>
</tr>
</tbody>
</table>

**EXPENSES**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>BUDGETED</th>
<th>NOTES</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>UofA Instructor Salary</td>
<td>0</td>
<td>Part of regular teaching load</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UofA Instructor Travel</td>
<td>-</td>
<td>To be covered by Faculty of Arts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UofA Instructor Accomodation</td>
<td>-</td>
<td>To be covered by Faculty of Arts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UofA Instructor Per Diem/Living Expenses</td>
<td>-</td>
<td>To be covered by Faculty of Arts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Sessional Expenses (from L'viv)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Honorarium (60 instructional hrs/18 hrs extracurricular activities)</td>
<td>-</td>
<td>Covered by CIUS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ground Transportation</td>
<td>-</td>
<td>Covered by CIUS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accommodation/Living Expenses</td>
<td>-</td>
<td>Covered by CIUS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Program costs in Warsaw**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>BUDGETED</th>
<th>NOTES</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom Rental</td>
<td>1,100.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Museums/Field Trips/Excursions</td>
<td>6,000.00</td>
<td>$300 per student</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bank fees</td>
<td>150.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>300.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL**

| TOTAL EXPENSES                                         | 7,550.00     |                                                        |          |                                        |
2022-2023  UKR 211: Intermediate Ukrainian I
(Spring/Summer Term
May 08-May19, 2023)

Instructor: Iryna Zbyr
Time: MTWThF 9:00-12:30
Place: Warsaw University, Poland (Dobra 55)

E-mail alla.nedashkivska@ualberta.ca
Office Hours: by appointment

The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of the First Nations, Métis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community.

Bachelor of Arts / Major in Modern Languages and Cultural Studies:
https://www.ualberta.ca/modern-languages-and-cultural-studies/undergraduate-program-information/prospective-undergraduate-students

Course Prerequisite: UKR 112 or consent of department
It is your responsibility as a student to ensure that you have the appropriate prerequisites for the course.

Course Description, Objectives and Expected Learning Outcomes:
This course is intended to further develop proficiency in spoken and written Ukrainian with a focus on intercultural communicative competence.

At the end of this class, successful students will be able to:

- express themselves more effectively and more accurately in Ukrainian in predictable and common situations
- use basic grammatical structures and common vocabulary accurately and consistently in speaking and in writing
- write short essays and prepare videos
- demonstrate awareness of and cultural sensitivity to the Ukrainian language

Course Format: The objectives of this course will be learned from a combination of formal in-person classes, self-study hours, audiovisual materials and home assignments.

UKR 211 meets 16 hours15 minutes per week (note that this two-weeks course is intensive and it is an equivalent of one semester, 13 weeks of classes, three credits total). The classes will be
MTWThF and will meet for 3 hours 15 minutes per day, from 9:00-12:30. There will be also some extra-curricular activities (times will depend on activities planned for a particular week).

**Texts:**


Note: The set could be purchased at the University of Alberta Bookstore.

**SUGGESTED MATERIALS**

**FREE**


(b) Grammar Reference and Practice Resource *Dobra Forma*: [https://olrc.ku.edu/ukrainian](https://olrc.ku.edu/ukrainian)

(c) Ukrainian Verb Conjugation Tables: [https://podorozhiua.com/verbal-conjugations/](https://podorozhiua.com/verbal-conjugations/)

(d) English-Ukrainian/ Ukrainian-English Dictionary: [https://uk.glosbe.com/](https://uk.glosbe.com/)

(e) Noun Case Endings App: [https://www.kyivdictionary.com/uk/words/conjugation/?word=%D1%81%D1%82%D0%B0%D0%B4%D1%96%D0%BE%CC%81%D0%BD&lang=uk](https://www.kyivdictionary.com/uk/words/conjugation/?word=%D1%81%D1%82%D0%B0%D0%B4%D1%96%D0%BE%CC%81%D0%BD&lang=uk)

Could be useful:

(a) Andrij Hornjatkevyc, *530 Ukrainian Verbs* fully conjugated

(b) Andrij Hornjatkevyc, *Ukrainian Grammar*

To obtain more information about this digital publication, visit: [https://www.ummeldp.com/](https://www.ummeldp.com/)

**Additional Course Fees**

- [ ] Yes
- [x] No

**Important Dates (our U2 program is slightly different):** [See Academic Schedule in current Calendar](#)

First Day of Class: 6-week classes May 8, 2023

3-week classes (first half) May 8, 2023

3-week classes (second half) May 29, 2023

Add/Delete Date: 6-week classes May 11, 2023

3-week classes (first half) May 11, 2023

3-week classes (second half) June 1, 2023

50% Withdrawal Date: 6-week classes May 23, 2023
3-week classes (first half) May 15, 2023
3-week classes (second half) June 5, 2023

Withdrawal Date: 6-week classes June 7, 2023
3-week classes (first half) May 22, 2023
3-week classes (second half) June 7, 2023

Last Day of Class: 6-week classes June 14, 2023
3-week classes (first half) May 26, 2023
3-week classes (second half) June 14, 2023

Final Exam Date (if applicable): for the date, time and location see Exam planner

Date of Deferred Final Exam (if applicable): Please consult the following site:
https://calendar.ualberta.ca/content.php?catoid=34&navoid=10107 - examinations-exams

Deferred Final Examination: For information on how to apply for a deferred exam see “I Missed my Final Exam, Now What?”

Experiential Learning Component

X this course has a significant experiential learning component (20% or more of the course grade)

Past or Representative Evaluative Course Material Available

☐ Exam registry – Students’ Union
   http://www.su.ualberta.ca/services/infolink/exam/
☐ See explanations below
☐ Document distributed in class
☐ Other (please specify)
√ NA

Components of Course Grade (see “Explanatory Notes”):

The FINAL GRADE will be calculated on the following basis:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class participation (preparation &amp; participation)</td>
<td>25%</td>
</tr>
<tr>
<td>Assignments (either oral or written)</td>
<td>25%</td>
</tr>
<tr>
<td>Quizzes</td>
<td>25%</td>
</tr>
<tr>
<td>Journal</td>
<td>10%</td>
</tr>
<tr>
<td>Final Project Proposal Presentation</td>
<td>15%</td>
</tr>
</tbody>
</table>

Fall/Winter Exam Planner for the 2022-2023 academic year can be found at the following site: https://www.ualberta.ca/registrar/examinations/exam-schedules/fall-2022-winter-2023-exam-planner.html
Explanatory Notes on Assignments:

**Class Participation (25%)**: Class participation will be evaluated each class. It will reflect your daily preparation and active participation in class discussions and activities, including group work.

Homework will be assigned every class. It will include grammar and vocabulary exercises, reading, listening, and watching assignments and forum discussions. Your preparedness with these assignments will be reflected in your class participation grade. Your grade will largely depend on the amount of new vocabulary and grammar constructions that you use in your answers.

If you are present but do not actively participate in class activities, your grade will be no higher than 60 out of 100. It is essential that students come to class well prepared and participate fully in class activities. Three or more unexcused absences from class will result in lowering of final grade.

Students are responsible for the material missed with an excused or unexcused absence and are strongly encouraged to meet with the instructor as soon as possible.

**Assignments (25%): Written and oral**: You will receive regular assignments to develop your writing and speaking skills: essays and vlogs, respectively. Together they will count towards 20% of your final grade. You are expected to work on these during your self-study hours. You will upload your essay and video recorded vlog entries on e-Class. Dates, assignment details, and grading rubrics will be announced on eClass. The issues, addressed in the entries, may be discussed next day in class. Please note that assignments are intended to enhance your learning of the new material. Make sure that what you submit reflects your absolute best.

*Note: Alternatives to essay and vlog assignments may be discussed with instructor.*

**Quizzes (25%)**: There will be regular short quizzes. Make-ups will be allowed only with prior notification. If you miss a quiz for an unexcused reason, you will receive a zero. A student with less than three absences over the term will be allowed to retake one quiz.

**Journal (10%)**: A written journal about excursions and your experiences in Warsaw. In a separate personal space on e-class, organize your diary into two sections I) & II), structuring it as follows:

I) Екскурсії (in Ukrainian to best of your abilities ☺)

After each excursion, meeting, lecture or other extracurricular activities, including those organized on your own, write 3-4 sentences about what you learnt, what was particularly interesting/surprising etc. In addition, end each entry with at least one sentence under the rubric

Я також хочу (знати про……, відвідати)...

II) Моє життя та мій досвід в Варшаві. (could be in English, but you may try writing at least some portions in Ukrainian)

In this section, every week, note about your culture experiences in Warsaw: what you see
around you, what surprises or impresses you, what strikes you as normal, what is peculiar, what is familiar, what is similar and what is different, etc.
(6-10 sentences per week, or more ☺️)

**Structure as follows:**

Тиждень 1:

Тиждень 2:

**Final Project Proposal Presentation (15%)**: A brief 5-7 min presentation of the topic you chose for the final project (in Ukrainian). An outline of the proposal for the project, which students will finalize in UKR 212 (details to be posted on e-Class).

**Explanatory Notes on Experiential Learning:**
Experiential learning is students’ purposeful engagement in direct experience, focused reflection, and authentic assessment in order to promote learners’ initiative, increase knowledge, develop skills and strategies, clarify values, and apply knowledge in the real-world setting (adapted from the Association of Experiential Education). Experiential learning may include Community-service learning, project-based learning, field work, or other type of activity that allows students to apply their knowledge in practice in a multitude of settings inside and outside of the classroom. For more information on experiential learning in MLCS see [URL](#).

In this course, the experiential learning component will be represented by some of the assignments and Final Project Proposal, a project-based learning activity designed to stimulate and enhance the student’s independent research and experiencing of Ukrainian culture, with subsequent synthesis and reflection. The projects will be evaluated based on the students’ creative approach, selection of and personal engagement with material, and use of language. The assignments will be due on the last day of classes. More detailed instructions will be distributed in class.

**Grading:**
Assessment of the individual course components may be in the form of numerical marks or letter grades. The final letter grade will be based on "a combination of absolute achievement and relative performance in a class" (University Calendar, Evaluation Procedures and Grading System). The University Grading Procedure mandates that "a student’s level of achievement of the goals/outcomes of a course, their grade, and the descriptor of that grade must be aligned" ([https://policiesonline.ualberta.ca/](https://policiesonline.ualberta.ca/)). The following guidelines have been adopted by the Department of Modern Languages and Cultural Studies:

**“MLCS Undergraduate Grading Scale”**

<table>
<thead>
<tr>
<th>Descriptor</th>
<th>Letter Grade</th>
<th>Grade Point Value</th>
<th>%</th>
</tr>
</thead>
</table>

04_03 UKR 211, 300, 400 and SLAV 299
**Excellent.** A+, A or A- is earned by work which is superior in content and form and demonstrates an exceptional grasp of the subject matter. The grade of A+ designates work that far exceeds course expectations. Grades in the A range are normally achieved by a small number of students.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.0</td>
<td>95-100</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
<td>90-94</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>86-89</td>
</tr>
</tbody>
</table>

**Good.** B+, B or B- is earned by work that demonstrates a thorough comprehension of the course material and a good command of relevant skills. Grades in the B range are normally achieved by the largest number of students.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>B+</td>
<td>3.3</td>
<td>82-85</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>75-81</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td>70-74</td>
</tr>
</tbody>
</table>

**Satisfactory.** C+, C or C- is earned by work that demonstrates an adequate grasp of the course material and relevant skills. Grades in the C range designate work that has met the basic requirements of the course.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>C+</td>
<td>2.3</td>
<td>66-69</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>61-65</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td>58-60</td>
</tr>
</tbody>
</table>

**Poor/Minimal Pass.** D+ or D is earned by work that demonstrates minimal familiarity with the course material. Grades in the D range generally indicate insufficient preparation for subsequent courses in the subject matter.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>D+</td>
<td>1.3</td>
<td>55-57</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>50-54</td>
</tr>
</tbody>
</table>

**Failure.**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Score</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>0.0</td>
<td>0-49</td>
</tr>
</tbody>
</table>

**Attendance, Absences, and Missed Grade Components:**
Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections Attendance and Examinations of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

Deferral of term work is a privilege and not a right; there is no guarantee that a deferral will be granted. Misrepresentation of facts to gain a deferral is a serious breach of the Code of Student Behaviour.
In this course, attendance will be taken at every class meeting. Unexcused absences will adversely affect the student’s grade. Tardiness is counted as an unexcused absence. 

**Note:** Every class each student will be assigned a grade (0%-100%) for class participation and preparation for class. Written homework will be graded according to the same scale.

**Policy for Late Assignments:** Students who consult in advance with an instructor regarding contingencies preventing the timely completion of an assignment may, at the discretion of the instructor, be granted an extension. Otherwise, assignments may be handed in with a 10%-per-day-penalty assessed for each class/day of lateness for **written homework assignments** (over 1 day of lateness homework will NOT be accepted).

**Student Responsibilities**

**Academic Integrity:** The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the **Code of Student Behaviour** and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University. Instructors are required to report suspicion of violations to the COSB where investigation and disciplinary action will follow. See the **Academic Discipline Process**.

All students should consult the **Academic Integrity website**. If you have any questions, ask your instructor.

**Language and Translation Courses:**
Students involved in language courses and translation courses should be aware that the use of on-line translation to complete assignments constitutes a form of cheating as the student’s own understanding and work is therefore not reflected. Also, students in language courses should be aware that, while seeking the advice of native or expert speakers is often helpful, excessive editorial and creative help in assignments is considered a form of cheating that violates the **Code of Student Behaviour**.

**Recording of Lectures:** Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

**Learning and Working Environment**
The Faculty of Arts is committed to ensuring that all students, faculty and staff are able to work and study in an environment that is safe and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment.

If you are experiencing harassment, discrimination, fraud, theft or any other issue and would like to get confidential advice, please contact any of these campus services:

**Office of Safe Disclosure & Human Rights:** A safe, neutral and confidential space to disclose concerns about how the University of Alberta policies, procedures or ethical standards are being applied. They provide strategic advice and referral on matters such as discrimination, harassment, duty to accommodate and wrong-doings. Disclosures can be made in person or online using the [Online Reporting Tool](#).

**University of Alberta Protective Services:** Peace officers dedicated to ensuring the safety and security of U of A campuses and community. Staff or students can contact UAPS to make a report if they feel unsafe, threatened, or targeted on campus or by another member of the university community.

**Office of the Student Ombuds:** A confidential and free service that strives to ensure that university processes related to students operate as fairly as possible. They offer information, advice, and support to students, faculty, and staff as they deal with academic, discipline, interpersonal, and financial issues related to student programs.

**Sexual Violence Supports:** It is the policy of the University of Alberta that sexual violence committed by any member of the University community is prohibited and constitutes misconduct.

**Discrimination, Harassment and Duty to Accommodate policy,** the Office of the Dean of Students coordinates academic accommodations for prospective and current students with documented disabilities affecting mobility, vision, hearing, learning, and physical or mental health. The provision of academic accommodations helps to remove structural barriers that these students encounter in academic environments in order to facilitate equivalent learning opportunities for these students. [Academic Accommodations](#) promotes an accessible, inclusive, and universally-designed environment at the University of Alberta.

**Student Resources**

**The Student Service Centre** provides students with information and access to services to support academic, financial, mental, and physical well-being.

**The Academic Success Centre** provides professional academic support to help students maximize their academic success and achieve their academic goals. They offer appointments, advising, group workshops, online courses, and specialized programming year-round to students in all university programs, and at all levels of achievement and study.
The Centre for Writers offers free one-on-one writing support to students, faculty, and staff. Students can request consultation for a writing project at any stage of development. Instructors can request class visits and presentations.

First Peoples’ House provides an environment of empowerment for First Nations, Métis, and Inuit learners to achieve personal and academic growth.

Health and Wellness Support for Students outlines available mental and physical health resources which are offered on-campus and in the community.

The Office of the Student Ombuds is a confidential service that strives to ensure that university processes related to students operate as fairly as possible. They offer information, advice, and support to students, faculty, and staff as they deal with academic, discipline, interpersonal, and financial issues related to student programs.

Need Help Now webpage offers contact information for a variety of supports if you are in immediate need of mental health and wellness support. One can also call the 24-hour Distress Line: 780-482-4357 (HELP)

Disclaimer: Any typographical errors in this syllabus are subject to change and will be announced in class and posted on eClass. The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this syllabus.

Policy about course outlines can be found in the Evaluation Procedures and Grading System section of the University Calendar.

If you would like to pursue:

Major in Modern Languages and Cultural Studies (focus on Ukrainian, Russian and/or Polish) OR

Minor in Ukrainian (or Central and East European Studies)

For more information please contact
Undergraduate Academic Advisor, Slavic
Dr. Alla Nedashkivska at: alla.nedashkivska@ualberta.ca

Copyright: Alla Nedashkivska, Faculty of Arts, University of Alberta, 2022-2023
The aim of this course is to enhance students' practical language skills, experiencing Ukrainian language and culture in a neighboring Slavic/Polish environment. This course uses various current materials from contemporary popular culture to expand vocabulary, comprehension and functionality in the language. Further development of practical skills in Ukrainian is based on authentic texts from various media. Students will engage in conversations, critical discussions, reading, as well as creative writing. Students will prepare presentations that are based on current events, aspects of popular culture or any other topic pertaining to life in today’s Ukraine, as well as on Ukrainian-Polish relations based on students’ interests. Classes (at the university, outings and excursions) will be conducted primarily in Ukrainian.
(for students beginning the course May 22, during weeks 3 and 4, classes will be conducted in English with students completing assignments and projects in Ukrainian).

**By the end of the semester, upon completion of this course, the student should be able to:**
(a) hold a free conversation in Ukrainian (conduct interviews, participate in opinion polls, discussions and debates);
(b) know complex issues of standard Ukrainian grammar;
(c) read/view/listen to authentic Ukrainian texts from contemporary media and discuss these texts;
(d) be able to conduct research on a particular topic of Ukrainian cultural or social life;
(e) prepare and deliver presentations based on topics researched;
(f) engage in creative writing on the topics researched and covered in the course;
(g) understand common cultural conventions of everyday life in Ukraine;
(h) converse comfortably with others without language breakdowns
(i) understand main cultural and societal issue

**Remarks to the Student and Further Details about the Course:**
Our policy in UKR 300/400 is to treat each student as an individual. Our sections are fairly small. This allows you to interact with peers and instructors on a more frequent basis, to acquire language skills in a more personalized atmosphere, and thus to enhance your performance. This course focuses on the **communication of practical skills at every step**. The lessons are organized around thematic units that allow you to **function in Ukrainian**. (For this reason Ukrainian rules of etiquette will prevail in the classroom; students and instructors will reciprocally address each other using the respectful Vy.)

Other activities will include: verbal games, viewing of video news reports and television programs from Ukraine, listening to popular music from Ukraine, reading Ukrainian business and classified ads, etc. (some of these may be home assignments).

**Course Format:**
For students starting May 8, the course will have Part 1 (first two weeks) and Part II (third and fourth week); in sum, the course will run for four weeks until June 2.

*From June 5th, students have an opportunity to gain additional *3 credits in SLAV 399 of the U2 Ukraine program.

For students starting May 22:
Part I: May 22-June 2
Part II: June 5-June 16
During Part II, UKR 300/400 courses are cross-listed with SLAV 399. Students will complete SLAV 399 assignments in Ukrainian.

For both Parts I&II, the class meets 16 hours 15 minutes per week (note that this four-weeks course is intensive and it is an equivalent of two semesters, 26 weeks of courses, six credits total). Normally, classes will run M-F 9:00-12:30 with additional out-of-class activities (times will depend on activities planned for a particular week).
Texts:

REQUIRED MATERIAL

A. Nedashkivska. 2010. *Ukrainian Through Its Living Culture*. University of Alberta Press. [available in paper, if you prefer this format, $60 for purchase from the University of Alberta Press

http://www.uap.ualberta.ca/component/finder/search?q=Ukrainian&f=1&Itemid=101

An electronic copy will be made available as complementary for students of the course solely for the use during the program.

NOTE: an electronic version could be used on computers and tablet, if you bring them to every class meeting (phones are too small/the textbook would not be usable]


Additional Course Fees

☐ Yes  X No

Important Dates (our U2 program is slightly different): See Academic Schedule in current Calendar

First Day of Class: 6-week classes May 8, 2023
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50% Withdrawal Date: 6-week classes May 23, 2023
3-week classes (first half) May 15, 2023
3-week classes (second half) June 5, 2023

Withdrawal Date: 6-week classes June 7, 2023
3-week classes (first half) May 22, 2023
3-week classes (second half) June 7, 2023

Last Day of Class: 6-week classes June 14, 2023
3-week classes (first half) May 26, 2023
3-week classes (second half) June 14, 2023

Final Exam Date (if applicable): for the date, time and location see Exam planner
Date of Deferred Final Exam (if applicable): Please consult the following site:
https://calendar.ualberta.ca/content.php?catoid=34&navoid=10107 - examinations-exams

Deferred Final Examination: For information on how to apply for a deferred exam see “I Missed my Final Exam, Now What?”

Experiential Learning Component
X this course has a significant experiential learning component (20% or more of the course grade)

Study Abroad constitutes an Experiential Learning Experience

Past or Representative Evaluative Course Material Available
☐ Exam registry – Students’ Union
    http://www.su.ualberta.ca/services/infolink/exam/
☐ See explanations below
☐ Document distributed in class
☐ Other (please specify)
☐ NA

Components of Course Grade (see “Explanatory Notes”):

For UKR 300: The final course grade is determined as follows:

Daily grade
(participation & preparation; May 8-June 2 or May 22-June 16, 2023) 25%
Written assignments (dates to be specified in the detailed syllabus) 10%
Written diary about presentations/excursions/language and culture experiences (week 2 review; submit last week of classes, June 2 or June 16) 10%
One language/culture presentation (week 2) 15%
Quizzes (dates to be specified) 20%
Final Project presentation (week 4) 5%
Final Project submit (written)
(open for submission May 31-due June 9 or open for submission June 14; due June 23) 15%

For UKR 400: The final course grade is determined as follows:

Daily grade
(participation & preparation; May 8-June 2 or May 22-June 16, 2023) 25%
Written assignments (dates to be specified in the detailed syllabus) 10%
Written journal about presentations/excursions/language and culture experiences (week 2 review; submit last week of classes, June 2 or June 16) 10%
One language/culture presentation (week 2) 10%
One brief article review (week 3) 5%
Quizzes (dates to be specified) 20%
Final Project presentation (week 4) 5%
Final Project submit (written)
(open for submission May 31-due June 9 or open for submission June 14; due June 23) 15%
Explanatory Notes on Assignments:

Attendance and participation: One full day of unexcused absences from class will result in lowering of final grade. It is essential that students come to class well prepared and participate fully in class discussions.

Homework: Each student will receive a grade, when appropriate, for homework. Students are responsible for making up work that is missed due to excused absence. The work to be made up must be handed in the day the student returns to class.

!!!Students should expect to spend about two hours or more on homework per day. This homework includes reading, written assignments, compositions, and preparing oral reports/presentations and keeping up the journal. Written homework assignments will be collected at the beginning of class.

Quizzes: There will be regular in-class written quizzes. No books, notes, etc. will be permitted during any quiz.

Oral Presentations: Students are responsible for presentations on topics of students’ interest. Each presentation needs to include: presentation of new vocabulary (prior to your presentation), presentation of material, questions for discussion (an interesting discussion!). More information is on e-class.

Journal: Following each presentation (excluding own), excursions and cultural experience, each student will write their own comments: see details at the end of the syllabus

UKR 400 only: A brief article review
During week 3, students enrolled in UKR 400 are to select independently an article on a topic relevant to discussions taking place in UKR 300/400 or SLAV 399. Students will write a brief, one paragraph (300-400 words) review of this article in Ukrainian, due May 26 (Mariya P.) June 9th (Marko L.) (details to be provided on e-class).

Projects (UKR300/400 cross-listed with SLAV 399): see details at the end of the syllabus

Explanatory Notes on Experiential Learning:
Experiential learning is students’ purposeful engagement in direct experience, focused reflection, and authentic assessment in order to promote learners’ initiative, increase knowledge, develop skills and strategies, clarify values, and apply knowledge in the real-world setting (adapted from the Association of Experiential Education). Experiential learning may include Community-service learning, project-based learning, field work, or other type of activity that allows students to apply their knowledge in practice in a multitude of settings inside and outsides of the classroom. For more information on experiential learning in MLCS see URL.

In this course, all course components, particularly diaries, presentations and projects, constitute learning opportunities in a study abroad context, contributing to substantial
**Grading:**
Assessment of the individual course components may be in the form of numerical marks or letter grades. The final letter grade will be based on "a combination of absolute achievement and relative performance in a class" (University Calendar, Evaluation Procedures and Grading System). The University Grading Procedure mandates that "a student’s level of achievement of the goals/outcomes of a course, their grade, and the descriptor of that grade must be aligned" (https://policiesonline.ualberta.ca/). The following guidelines have been adopted by the Department of Modern Languages and Cultural Studies:

**“MLCS Undergraduate Grading Scale”**

<table>
<thead>
<tr>
<th>Descriptor</th>
<th>Letter Grade</th>
<th>Grade Point Value</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Excellent.</strong> A+, A or A- is earned by work which is superior in content and form and demonstrates an exceptional grasp of the subject matter. The grade of A+ designates work that far exceeds course expectations. Grades in the A range are normally achieved by a small number of students.</td>
<td>A+</td>
<td>4.0</td>
<td>95-100</td>
</tr>
<tr>
<td></td>
<td>A</td>
<td>4.0</td>
<td>90-94</td>
</tr>
<tr>
<td></td>
<td>A-</td>
<td>3.7</td>
<td>86-89</td>
</tr>
<tr>
<td><strong>Good.</strong> B+, B or B- is earned by work that demonstrates a thorough comprehension of the course material and a good command of relevant skills. Grades in the B range are normally achieved by the largest number of students.</td>
<td>B+</td>
<td>3.3</td>
<td>82-85</td>
</tr>
<tr>
<td></td>
<td>B</td>
<td>3.0</td>
<td>75-81</td>
</tr>
<tr>
<td></td>
<td>B-</td>
<td>2.7</td>
<td>70-74</td>
</tr>
<tr>
<td><strong>Satisfactory.</strong> C+, C or C- is earned by work that demonstrates an adequate grasp of the course material and relevant skills. Grades in the C range designate work that has met the basic requirements of the course.</td>
<td>C+</td>
<td>2.3</td>
<td>66-69</td>
</tr>
<tr>
<td></td>
<td>C</td>
<td>2.0</td>
<td>61-65</td>
</tr>
<tr>
<td></td>
<td>C-</td>
<td>1.7</td>
<td>58-60</td>
</tr>
<tr>
<td><strong>Poor/Minimal Pass.</strong> D+ or D is earned by work that demonstrates minimal familiarity with the course material. Grades in the D range generally indicate insufficient preparation for subsequent courses in the subject matter.</td>
<td>D+</td>
<td>1.3</td>
<td>55-57</td>
</tr>
<tr>
<td></td>
<td>D</td>
<td>1.0</td>
<td>50-54</td>
</tr>
<tr>
<td><strong>Failure.</strong></td>
<td>F</td>
<td>0.0</td>
<td>0-49</td>
</tr>
</tbody>
</table>
Attendance, Absences, and Missed Grade Components:
Regular attendance is essential for optimal performance in any course. In cases of potentially excusable absences due to illness or domestic affliction, notify your instructor by e-mail within two days. Regarding absences that may be excusable and procedures for addressing course components missed as a result, consult sections Attendance and Examinations of the University Calendar. Be aware that unexcused absences will result in partial or total loss of the grade for the “attendance and participation” component(s) of a course, as well as for any assignments that are not handed-in or completed as a result.

Deferral of term work is a privilege and not a right; there is no guarantee that a deferral will be granted. Misrepresentation of facts to gain a deferral is a serious breach of the Code of Student Behaviour.

In this course, attendance will be taken at every class meeting. Unexcused absences will adversely affect the student’s grade. Tardiness is counted as an unexcused absence. Note: Every class each student will be assigned a grade (0%-100%) for class participation and preparation for class. Written homework will be graded according to the same scale.

Policy for Late Assignments:
Students who consult in advance with an instructor regarding contingencies preventing the timely completion of an assignment may, at the discretion of the instructor, be granted an extension. Otherwise, assignments may be handed in with a 10%-per-day- penalty assessed for each class/day of lateness for written homework assignments (over 1 day of lateness homework will NOT be accepted).

Student Responsibilities

Academic Integrity: The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Code of Student Behaviour and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University. Instructors are required to report suspicion of violations to the COSB where investigation and disciplinary action will follow. See the Academic Discipline Process.

All students should consult the Academic Integrity website. If you have any questions, ask your instructor.

Language and Translation Courses:
Students involved in language courses and translation courses should be aware that the use of on-line translation to complete assignments constitutes a form of cheating as the student’s own understanding and work is therefore not reflected. Also, students in language courses should be aware that, while seeking the advice of native or expert speakers is often helpful, excessive editorial and creative help in assignments is considered a form of cheating that violates the Code of Student Behaviour.

**Recording of Lectures:** Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, digital or otherwise, created and/or used within the context of the course is to be used solely for personal study, and is not to be used or distributed for any other purpose without prior written consent from the content author(s).

**Learning and Working Environment**

The Faculty of Arts is committed to ensuring that all students, faculty and staff are able to work and study in an environment that is safe and free from discrimination and harassment. It does not tolerate behaviour that undermines that environment.

If you are experiencing harassment, discrimination, fraud, theft or any other issue and would like to get confidential advice, please contact any of these campus services:

**Office of Safe Disclosure & Human Rights:** A safe, neutral and confidential space to disclose concerns about how the University of Alberta policies, procedures or ethical standards are being applied. They provide strategic advice and referral on matters such as discrimination, harassment, duty to accommodate and wrong-doings. Disclosures can be made in person or online using the [Online Reporting Tool](#).

**University of Alberta Protective Services:** Peace officers dedicated to ensuring the safety and security of U of A campuses and community. Staff or students can contact UAPS to make a report if they feel unsafe, threatened, or targeted on campus or by another member of the university community.

**Office of the Student Ombuds:** A confidential and free service that strives to ensure that university processes related to students operate as fairly as possible. They offer information, advice, and support to students, faculty, and staff as they deal with academic, discipline, interpersonal, and financial issues related to student programs.

**Sexual Violence Supports:** It is the policy of the University of Alberta that sexual violence committed by any member of the University community is prohibited and constitutes misconduct.

**Discrimination, Harassment and Duty to Accommodate policy,** the Office of the Dean of Students coordinates academic accommodations for prospective and current students with documented disabilities affecting mobility, vision, hearing, learning, and physical or
mental health. The provision of academic accommodations helps to remove structural barriers that these students encounter in academic environments in order to facilitate equivalent learning opportunities for these students. Academic Accommodations promotes an accessible, inclusive, and universally-designed environment at the University of Alberta.

Student Resources

**The Student Service Centre** provides students with information and access to services to support academic, financial, mental, and physical well-being.

**The Academic Success Centre** provides professional academic support to help students maximize their academic success and achieve their academic goals. They offer appointments, advising, group workshops, online courses, and specialized programming year-round to students in all university programs, and at all levels of achievement and study.

**The Centre for Writers** offers free one-on-one writing support to students, faculty, and staff. Students can request consultation for a writing project at any stage of development. Instructors can request class visits and presentations.

**First Peoples’ House** provides an environment of empowerment for First Nations, Métis, and Inuit learners to achieve personal and academic growth.

**Health and Wellness Support for Students** outlines available mental and physical health resources which are offered on-campus and in the community.

**The Office of the Student Ombuds** is a confidential service that strives to ensure that university processes related to students operate as fairly as possible. They offer information, advice, and support to students, faculty, and staff as they deal with academic, discipline, interpersonal, and financial issues related to student programs.

**Need Help Now** webpage offers contact information for a variety of supports if you are in immediate need of mental health and wellness support. One can also call the 24-hour Distress Line: 780-482-4357 (HELP)

**Disclaimer:** Any typographical errors in this syllabus are subject to change and will be announced in class and posted on eClass. The date of the final examination is set by the Registrar and takes precedence over the final examination date reported in this syllabus.

Policy about course outlines can be found in the Evaluation Procedures and Grading System section of the University Calendar.

**Copyright:** Alla Nedashkivska, Faculty of Arts, University of Alberta, 2022-2023
JOURNAL, PRESENTATIONS AND PROJECTS: UKR 300/400:

JOURNAL
Written journal about presentations/excursions/experiences in Warsaw
In a separate personal space on e-class, organize your diary into three sections I), II), and III) and structure it as follows:

I) Презентації
After each presentation (both language/culture), write 3-4 sentences about the presentation, topic and what was interesting, new etc. Express your opinion (use Appendices from the textbook);

II) Екскурсії, зустрічі, додаткові лекції чи інші позакласні заходи
After each excursion, meeting, lecture or other extracurricular activities, including those organized on your own, write 3-4 sentences about what you learnt, what was particularly interesting/surprising etc., -- express your opinion, using Appendices. In addition, end each entry with 2-3 questions under the rubric Було б цікаво також взнати...

III) Моє життя та мій досвід в Варшаві
In this section, every week, note about your culture experiences in Warsaw: what you see around you, what surprises or impresses you, what strikes you as normal, what is peculiar, what is familiar, what is similar and what is different, etc.
(6-10 sentences per week, or more 😊)

Structure as follows:
Тиждень 1:
Тиждень 2:
Тиждень 3:
Тиждень 4:
Mid-semester review of diaries will be on Friday, May 19 or June 2. Make sure to have your final version of the diary for grading on Friday, June 2 or June 16 (submit via e-class).

PRESENTATIONS
2nd week of classes: In UKR 300/400 each student is responsible for 1 oral presentation in Ukrainian (10-15 min), presented in class.

4th week of classes Students in UKR 300/400 will prepare one short presentation based on the final project, in Ukrainian (10 min).

Marko and Michael: 4th week of classes/cross-listed with SLAV 399: Students in UKR 300/400 will prepare one short presentation based on the final project, in English (10 min).
4th week of classes (all students): Students in UKR 300/400 will write the final project in Ukrainian (details below; check your due dates based on the start of the program).

For your oral presentation, you have a choice of any combination: Language, Culture or Language/Culture:

Language Projects: Concentration on Language Usage: your presentation should include a presentation of vocabulary and phrases, short discussion of their usage, discussion of why these are interesting, and a short practical activity with new items (in a type of exercise, language game, short quiz or... be creative)---YOU ARE THE INSTRUCTOR NOW.

Grading: 
- Vocabulary Presentation 10%
- Presentation of Usage 50%
- Discussion (general) 30%
- Practical Activity 10%

Cultural Projects: Concentration on Some Interesting Issue of Ukrainian Culture: your presentation should include a presentation of helpful vocabulary, presentation of material, and questions/issues for discussion --- YOU ARE THE LEADER OF AN INTERESTING DISCUSSION.

Grading: 
- Vocabulary Presentation 10%
- Presentation 50%
- Discussion 30%
- Visual aids 10%

Language and Culture Projects: Concentration on both Language and Its relation to Cultural Aspects: your presentation should include a presentation of helpful vocabulary, presentation of cultural information related to a particular language phenomenon, questions/issues for discussion, and a short activity with the language material ---- YOU ARE BOTH THE INSTRUCTOR AND THE DISCUSSION LEADER.

Grading: 
- Vocabulary Presentation 10%
- Presentation of information 50%
- Discussion 30%
- Practical Activity/Visual aids 10%

FINAL PROJECTS ARE TO BE BASED ON YOUR OWN INTERESTS OR TOPICS STUDIED IN CONNECTION WITH SLAV 399 (for Marko and Michael)

In Ukrainian: Final project presentations
During the last week of classes, each student will discuss (5 min) their final project: the topic, why chosen, how approached, what is new/innovative/problematic/interesting +2-3 questions for the classmates about the topic.

(for Marko and Michael)In English: Final project presentations
During the last week of classes, each student will discuss (5 min) their final project: the topic, why chosen, how approached, what is new/innovative/problematic/interesting +2-3 questions for the classmates about the topic.

In Ukrainian: Final projects (written): this could be an essay on a topic of your choice relevant to topics discussed in SLAV 399
For UKR 300: 2-3 pages handwritten, or 1.5-2 pages typed double-space
For UKR 400 (Marko and Mariya): 4-5 pages handwritten or 3-4 pages typed double-space

Final Project submit (written) DUE DATES
(open for submission May 31-due June 9 or open for submission June 14; due June 23)
1. I am familiar with the different study abroad opportunities offered by the University of Alberta International.

2. The study abroad opportunities offered by University of Alberta International bring value to my learning experience.
3. I am aware of the University of Alberta International award opportunities to help offset the cost of the study abroad programs.
15 responses

4. The proposed non-regulated program fee in the range of $300-$750 would be a deterrent for me to apply for these study abroad programs.
15 responses

5. Study abroad can increase my employability and career skills.
15 responses
6. Do you have any additional comments?

3 responses

There is a lack of information regarding where program costs are going (with the exception of U2 Ukraine) and the lack of this is a deterrent for me. Where as when this is listed I am more likely to consider

When I studied abroad all of the costs for the program were very overwhelming and I did not have an extra $300-750 for museums, excursions, etc. I barely made the tuition, accommodation and flight payments and had to take out a uofa $2000 student loan. My study abroad award was used for food, necessities, bus/train fares and a few gifts, and a few smaller experiences. It's hard for students to make payments that aren't necessary, especially indigenous students who do not have these funds. I think that it is better to have students decide on their own if they want those experiences for themselves once they're abroad, or lower the cost if possible.

study abroad is already limited in the eyes of students due to costs. having additonal fees will hinder even more from applying
December 12, 2023

Angelene Lavers
Office of the Registrar

Re: Non-regulated exclusion to program fee proposals for MLCS 399 and SCAND 399: Icelandic Myth and Culture I, UKR 211/SLAV 299, UKR 300 (or 400) and LA ST 499 Cuba: Myths and Realities

Following the RACF meeting on November 28, the University of Alberta International has consulted the Education Abroad Squad International and the Organization for Arts Students and Interdisciplinary Studies (OASIS) regarding the three non-regulated exclusion to program fee proposals via anonymous electronic survey. Details of the electronic survey are attached. The responses clearly indicate that students are quite familiar with the study abroad opportunities offered by UAI and enhanced career prospects that those opportunities might provide in the future. You will see in question 4 that 60% of the respondents perceive the proposed fees were not a deterrent to participating in a study abroad program. This supports our belief that the proposed fees are reasonable and were carefully calculated not to be an excessive financial burden to students planning on embarking on a study abroad program.

If you have any further questions, please do not hesitate to contact me.

Sincerely,

M. Grzeszczuk

Magda Grzeszczuk, MA
Education Abroad Program Coordinator (Faculty-led programs)
University of Alberta International, Education Abroad Program
142 Telus Centre
87 Ave & 111 St.
Edmonton, T6G 2R3
magda.grzeszczuk@ualberta.ca
Registrar’s Advisory Committee on Program Budgets and Fees (RACF)

For the meeting of: December 19, 2023

Item No. <02>

Request for Approval for: AUENV 234 Research and Field Skills in Environmental Science

Fee Type (see end of form for definitions)*:

☒ Non-Regulated Exclusion to Program Fees
☐ Non-Regulated Exclusion to Tuition Fees
☐ Other

OUTLINE OF ISSUE:

Augustana Faculty highly values experiential learning opportunities in its degree programs, and attempts to provide as many opportunities as possible for students to incorporate additional skills as part of their educational experience.

The BSc in Environmental Science program currently includes AUENV 234 – Research and Field Skill in Environmental Science as a required course in the program. It was determined that students in this course would benefit greatly from having opportunities for actual field experience as part of the curriculum, so this proposal offers a pathway to doing so. The intention is to include two field trips in the course, one of which will be to the Augustana Miquelon Lake Research Station (AMLRS), and one that would take students to a number of destinations that would expose students to additional Alberta ecosystems. The proposed range, with both a lower-end budget and upper-end budget, incorporates the possibility that either or both of these trips could include an overnight component.

The department fully recognizes the financial burden that this places on students. To address this, we undertook a survey of students currently in the first year of the Environmental Science program at Augustana, as well as second-year students who have not yet completed the AUENV 234 course. This is currently a small program, so 12 students in total were sent a survey, with 7 responses provided. All 7 respondents indicated a willingness to support a MIS Fee in this to allow for the experiential opportunity, with 6 out of 7 indicating that a fee in the $100-350 range would be reasonable and acceptable. This indicates that students value experiential learning opportunities and are willing to pay additional fees to have these opportunities for actual field training and experience.

These proposed fees are solely to cover the costs of transportation and potential accommodation, which could vary somewhat on destinations; the AMLRS is a focal point of the proposal, which offers a destination relatively close to Augustana, with a comparably affordable accommodation option.

Proposer

<table>
<thead>
<tr>
<th>Faculty/Department</th>
<th>Augustana Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean/Chair</td>
<td>Interim Chair of Augustana Department of Science: Sheryl Gares</td>
</tr>
<tr>
<td>Primary Contact (Name, phone number, and e-mail)</td>
<td>Sheryl Gares 780-679-1685. <a href="mailto:sgares@ualberta.ca">sgares@ualberta.ca</a></td>
</tr>
<tr>
<td>Secondary Contact (Name, phone number, and e-mail)</td>
<td>Jonathan Hawkins 780.679-1117. <a href="mailto:jh12@ualberta.ca">jh12@ualberta.ca</a></td>
</tr>
</tbody>
</table>

Item
### Purpose of Fee (what it is to be used for)
To cover the transportation and accommodation costs of field trips, in order to allow students to gain ecological fieldwork experience in a variety of Alberta ecosystems.

### Proposed Amount
$100 - 350

### Previous Fee Amount (if this is a new fee, please indicate that here)
New Fee

### Requested Implementation Date
Fall 2024

### The Impact of the Fee (number of students affected, etc.)
The intention is to offer the course every second year, with an enrollment cap of 25.

### Collected Centrally or by Department
Department

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### Course Information (if fee is attached to a course)

<table>
<thead>
<tr>
<th>Course Name(s)</th>
<th>AUENV 234 Research and Field Skills in Environmental Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Course(s)</td>
<td>☒ Yes  ☐ No</td>
</tr>
<tr>
<td>The course/program is on or off campus</td>
<td>☒ On-Campus  ☐ Off-Campus</td>
</tr>
<tr>
<td>New or Existing Course(s)</td>
<td>Existing</td>
</tr>
<tr>
<td>New or Existing Program (include name)</td>
<td>Augustana Faculty, Bachelor of Science, major in Environmental Science</td>
</tr>
<tr>
<td>Course Description(s)</td>
<td>AUENV 234 - Research and Field Skills in Environmental Science</td>
</tr>
<tr>
<td><strong>Course Career</strong></td>
<td>Undergraduate</td>
</tr>
<tr>
<td><strong>Units</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Approved Hours</strong></td>
<td>3-0-0</td>
</tr>
<tr>
<td><strong>Fee index</strong></td>
<td>6</td>
</tr>
<tr>
<td><strong>Faculty</strong></td>
<td>Augustana Faculty</td>
</tr>
<tr>
<td><strong>Department</strong></td>
<td>AU Science</td>
</tr>
<tr>
<td><strong>Typically Offered</strong></td>
<td>either term</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>An introductory methods-based course to establish and develop methods and skills of the environmental science discipline while applying the scientific method in various ecosystems of Alberta. Prerequisite: AUENV 120.</td>
</tr>
</tbody>
</table>

---

### Details

| Estimated Costs (Budget information must be included here or as an attachment) | Bus transportation for two field trips, one that would involve multiple stops, as well as factoring the potential for one or two overnight opportunities. (see further detail below) |
| Explanatory Notes | The range allows for a variety of destinations (one of which will be the AMLRS, which is 32km from Augustana campus), and possible overnight accommodation, which can be flexible depending on the instructor teaching the course. |
Routing

Consultative Route (parties who have seen the proposal prior to Registrar’s Advisory Committee on Fees and in what capacity)  
Department of Science, Augustana Faculty  
Augustana Faculty Curriculum Committee  
Augustana Faculty Council

Student Group Consultative Route – What consultation has occurred and provide outcome  
Augustana students have voting representation on all three of the bodies noted on the Consultative route; no concerns were expressed by the student members and students appreciated the enhanced opportunity to develop field skills.

Advisory Route (RACF) Include dates  
Initial consultation November 28, 2023; further consultation December 19, 2023.

Approval Route* (Governance)  
*The approval process is initiated in January for the next academic year  
GFC Academic Planning Committee (APC)  
Board Finance and Property Committee (BFPC)  
Board of Governors (BG)

Final Approver  
Board of Governors

Attachments

Proposed budget for AUENV 234 for a lower and upper MIS fee scenario (based on 16 students enrolled in the course) to support an application for a MIS fee that ranges between $100-350.

1. Lower MIS Fee Budget
   • Two field trips.
   • One day-trip to the Augustana Miquelon Lake Research Station (AMLRS) that includes bus transportation (drop-off and pick-up) as well as station use fees, plus consumables.
     ○ Bus Transportation - $550
     ○ AMLRS Day-Use Fee (Internal) - $100
     ○ Consumables/Equipment - $100
   • One 8-10 hour bus-based day-trip that includes short visits to 4-5 locations in different Alberta ecosystems.
     ○ Bus Transportation - $1250
   • Additional costs are included for supplies, ensuring we have proper safety/first-aid equipment, etc.
     ○ $100
   TOTAL = $2100 (MIS fee for 16 students would be ~ $130/student)

2. Upper MIS Fee Budget
   • Two field trips.
   • One overnight trip to the Augustana Miquelon Lake Research Station (AMLRS) that includes bus transportation (drop-off) as well as several additional field stops on the second day (pick-up + tour), as well as station use fees, plus consumables.
     ○ Bus Transportation - $1200
○ AMLRS Day-Use Fee (Internal) - $100
○ AMLRS Overnight Accommodation Fee (Internal) - $400 ($25/person)
○ Food for 16 (Breakfast x 1, Lunch x 2, Dinner x 1) - $500
○ Consumables/Equipment - $100

- One two-day (incl. overnight) trip that includes longer visits with ecological exercises to 5-6 locations in different Alberta ecosystems.
  ○ Bus Transportation - $2000
  ○ Accommodation (Group Camping @ AB Provincial Park) - $300
  ○ Food for 16 (Breakfast x 1, Lunch x 2, Dinner x 1) - $500

- Additional costs are included for supplies, ensuring we have proper safety/first-aid equipment, etc.
  ○ $100

**TOTAL = $5200 (MIS fee for 16 students would be ~ $325/student)**
## Attachment 2

Proposal for Removal of Existing Non-Regulated Exclusion to Program Fees

<table>
<thead>
<tr>
<th>Course</th>
<th>Implementation</th>
<th>Current Fee</th>
<th>Proposed Fee</th>
<th>Page Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEC E 364</td>
<td>May 1, 2024</td>
<td>$150 - $200</td>
<td>$0</td>
<td>48</td>
</tr>
<tr>
<td>AUART 215</td>
<td>May 1, 2024</td>
<td>$50</td>
<td>$0</td>
<td>50</td>
</tr>
<tr>
<td>AUART 231</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>AUART 232</td>
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<td></td>
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<tr>
<td>AUART 331</td>
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<td></td>
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</tr>
</tbody>
</table>
Registrar’s Advisory Committee on Program Budgets and Fees (RACF)

For the meeting of: July 25, 2023

Item No. <03>

Request for Approval for: MecE 364 – Manufacturing Processes

Fee Type (see end of form for definitions)*:

- Non-Regulated Exclusion to Program Fees
- Non-Regulated Exclusion to Tuition Fees
- Other

OUTLINE OF ISSUE: Requesting the fee to be remove. Fee was previously for field trips outside the university – external field trips will not be part of this course moving forward.

*Put N/A in any boxes that do not apply*

<table>
<thead>
<tr>
<th>Proposer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty/Department</td>
<td>Mechanical Engineering</td>
</tr>
<tr>
<td>Dean/Chair</td>
<td>John Doucette</td>
</tr>
<tr>
<td>Primary Contact Name</td>
<td>Vincent Palamarchuk / 780-492-4601 / <a href="mailto:meceadm@ualberta.ca">meceadm@ualberta.ca</a></td>
</tr>
<tr>
<td>Secondary Contact Name</td>
<td>John Doucette / <a href="mailto:jed3@ualberta.ca">jed3@ualberta.ca</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Purpose of Fee (what it is to be used for)</td>
<td>Fee was previously for field trips outside the university – external field trips will not be part of this course moving forward</td>
</tr>
<tr>
<td>Proposed Amount</td>
<td>$0</td>
</tr>
<tr>
<td>Previous Fee Amount (if this is a new fee, please indicate that here)</td>
<td>$150 to $200</td>
</tr>
<tr>
<td>Requested Implementation Date</td>
<td>Immediately</td>
</tr>
<tr>
<td>The Impact of the Fee (number of students affected, etc.)</td>
<td></td>
</tr>
<tr>
<td>Collected Centrally or by Department</td>
<td>Department</td>
</tr>
<tr>
<td><strong>Routing</strong></td>
<td></td>
</tr>
<tr>
<td>---------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Consultative Route (parties who have seen the proposal prior to Registrar’s Advisory Committee on Fees and in what capacity)</td>
<td>N/A</td>
</tr>
<tr>
<td>Student Group Consultative Route – What consultation has occurred and provide outcome</td>
<td>N/A</td>
</tr>
<tr>
<td>Advisory Route (RACF) Include dates</td>
<td>July 25, 2023</td>
</tr>
<tr>
<td>Approval Route* (Governance) *The approval process is initiated in January for the next academic year</td>
<td>GFC Academic Planning Committee (APC) Board Finance and Property Committee (BFPC)</td>
</tr>
<tr>
<td>Final Approver</td>
<td>Board Finance and Property Committee (BFPC)</td>
</tr>
</tbody>
</table>
Registrar’s Advisory Committee on Program Budgets and Fees (RACF)

For the meeting of: 

Item No. < 

Request for Approval for: AUART 215 – Sculpture I
AUART 231 – Drawing I: A Basic Toolkit
AUART 232 – Drawing II: The Figure
AUART 331 – Drawing III: Contemporary Ideas in Drawing

Fee Type (see end of form for definitions)*:

☑ Non-Regulated Exclusion to Program Fees – Removal of Fee
☐ Non-Regulated Exclusion to Tuition Fees
☐ Other

OUTLINE OF ISSUE:
For many years, Augustana Faculty has collected a $50 fee for all studio art courses – this fee has been used primarily for the lumber required for stretching frames to mount drawing and painting projects, as well as other supplies required for project construction that were most easily/economically obtained by the instructor in a bulk purchase.

The current instructor for Augustana studio art courses only requires these lumber frames for the studio painting courses. As a result, the $50 fee is no longer required for the studio drawing courses (AUART 231, 232, and 331). Due to changes in Augustana degree programs and faculty instructors, the AUART 215 Sculpture course is not likely to be offered in the foreseeable future so a fee is no longer required for that course.

Therefore, Augustana is proposing to remove the $50 fee for its AUART 215, 231, 232, and 331 courses.

Proposer

<table>
<thead>
<tr>
<th>Faculty/Department</th>
<th>Augustana Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean/Chair</td>
<td>Dean Demetres Tryphonopoulos</td>
</tr>
<tr>
<td>Primary Contact (Name, phone number, and e-mail)</td>
<td>Jonathan Hawkins 780.679-1117. <a href="mailto:jh12@ualberta.ca">jh12@ualberta.ca</a></td>
</tr>
<tr>
<td>Secondary Contact (Name, phone number, and e-mail)</td>
<td>Roxanne Harde 780.679.1579 <a href="mailto:rharde@ualberta.ca">rharde@ualberta.ca</a></td>
</tr>
</tbody>
</table>

Put N/A in any boxes that do not apply

<table>
<thead>
<tr>
<th>Item</th>
<th>Purpose of Fee (what it is to be used for)</th>
<th>Proposed Amount</th>
<th>Previous Fee Amount (if this is a new fee, please indicate that here)</th>
<th>Requested Implementation Date</th>
<th>The Impact of the Fee (number of students affected, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The fee was previously used for lumber and other studio supplies to assist with drawing and sculpting instruction.</td>
<td>$0</td>
<td>$50</td>
<td>Fall 2024</td>
<td>AUART 215 is not likely to be offered in the foreseeable future. AUART 231, 232, and 331 are regularly offered for classes of 10-15 students.</td>
</tr>
<tr>
<td>Collected Centrally or by Department</td>
<td>Centrally</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------</td>
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</tr>
</tbody>
</table>

These courses assist students in meeting requirements in the Bachelor of Arts – Creativity and Culture program, and other Augustana students seeking to fulfill Fine Arts requirements in a variety of degree programs.
APC - Overview of Non-Regulated Exclusion to Program Fee Proposals for 2024-2025 Implementation

The following is an overview of the proposals on Non-Regulated Exclusion to Program Fee. These proposals include new Non-Regulated Exclusion to Program Fee and removal of Non-Regulated Exclusion to Program Fee. All proposals have received a technical review by the Registrar’s Advisory Committee on Fees.

Proposed New Non-Regulated Exclusion to Program Fee

<table>
<thead>
<tr>
<th>Course</th>
<th>Implementation Date</th>
<th>Purpose of Fee</th>
<th>Amount</th>
<th>Mandatory Course for program</th>
<th>Number of Student Impacted</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA ST 499</td>
<td>May 1, 2024</td>
<td>Field Trip (Cuba)</td>
<td>$300 - $750</td>
<td>NO</td>
<td>Expected Enrollment is 12 Students</td>
</tr>
<tr>
<td>MLCS 399</td>
<td>May 1, 2024</td>
<td>Field Trip (Iceland)</td>
<td>$300 - $750</td>
<td>NO</td>
<td>Expected Enrollment is 12 Students</td>
</tr>
<tr>
<td>SCAND 399</td>
<td>May 1, 2024</td>
<td>Field Trip (Warsaw)</td>
<td>$300 - $750</td>
<td>NO</td>
<td>Expected Enrollment is 20 Students</td>
</tr>
<tr>
<td>SLAV 299</td>
<td>May 1, 2024</td>
<td>Field Trip</td>
<td>$300 - $750</td>
<td>NO</td>
<td>Expected Enrollment is 20 Students</td>
</tr>
<tr>
<td>UKR 211</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UKR 300</td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>UKR 400</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AUENV 234</td>
<td>September 1, 2024</td>
<td>Field Trip</td>
<td>$100 - $350</td>
<td>YES</td>
<td>Expect Enrollment cap of 25 students</td>
</tr>
</tbody>
</table>

Additional Information:

LA ST 499 is being offered by Faculty of Arts and Department of Modern Languages. This course will be offered in Cuba at Universidad de Oriente and will give students the opportunity to learn about Cuban culture, history and politics. The special topics course will comprise of lectures in the morning with cultural visits and excursions in the afternoons. The proposed non-regulated fee would cover costs for the excursions and museum visits, as well as classroom rental and administrative support. It should be noted that the fee will not support the instructor’s salary, travel, accommodation or any other related living expenses. Student consultation done in the form of a survey with Education Aboard Squad International and the Organization for Arts Students and Interdisciplinary Studies (OASIS). 60% of the respondent perceived the proposed fees were not a deterrent to participating in a study aboard program.

MLCS 399 and SCAND 399 are being offered by Faculty of Arts and Department of Modern Languages. These courses will be offered in Iceland at University of Iceland and will give students the opportunity to learn about Icelandic literature and culture from the Middles Ages to present. The two courses will comprise of lectures and workshops on literature, language history, folklore and nature; museum study visits; excursions around the country. The proposed non-
regulated fee would cover costs for the excursions and museum visits, as well as classroom rental and administrative support. It should be noted that the fee will not support the instructor’s salary, travel, accommodation or any other related living expenses. It should also be noted that the fee would only be paid once by the students and it no attached to each course. Student consultation done in the form of a survey with Education Aboard Squad International and the Organization for Arts Students and Interdisciplinary Studies (OASIS). 60% of the respondent perceived the proposed fees were not a deterrent to participating in a study aboard program.

UKR 211, SLAV 299, UKR 300 and UKR 400 are being offered by Faculty of Arts and Department of Modern Languages previously in L’viv, Ukraine. Because of the ongoing conflict in Russia the program was successfully piloted in Warsaw. The Faculty would like to offer it again in 2024 and beyond. Working with the University of Warsaw, the program will offer students the opportunity to earn 6 units of course weight. The proposed non-regulated fee will cover the cost for excursions/museum visits, classroom rental as well as other non-academic program expenses. It should be noted that the fee will not support the instructor’s salary, travel, accommodation or any other related living expenses. It should also be noted that the fee would only be paid once by the students and it no attached to each course. Student consultation done in the form of a survey with Education Aboard Squad International and the Organization for Arts Students and Interdisciplinary Studies (OASIS). 60% of the respondent perceived the proposed fees were not a deterrent to participating in a study aboard program.

AUENV 234 - Research and Field Skill in Environmental Science as a required course in the program. It was determined that students in this course would benefit greatly from having opportunities for actual field experience as part of the curriculum, so this proposal offers a pathway to doing so. The intention is to include two field trips in the course, one of which will be to the Augustana Miquelon Lake Research Station (AMLRS), and one that would take students to a number of destinations that would expose students to additional Alberta ecosystems. The proposed range, with both a lower-end budget and upper-end budget, incorporates the possibility that either or both of these trips could include an overnight component. The non-regulated fee would cover the costs of transportation and potential accommodation which could vary on destination. Student consultation was done in the form of a survey of students currently in the first year of the Environmental Science program at Augustana, as well as second-year students who have not yet completed the AUENV 234 course. This is currently a small program, so 12 students in total were sent a survey, with 7 responses provided. All 7 respondents indicated a willingness to support a MIS Fee in this to allow for the experiential opportunity, with 6 out of 7 indicating that a fee in the $100-350 range would be reasonable and acceptable. This indicates that students value experiential learning opportunities and are willing to pay additional fees to have these opportunities for actual field training and experience.

### Proposed Removal of Non-Regulated Exclusion to Program Fees

<table>
<thead>
<tr>
<th>Course</th>
<th>Implementation Date</th>
<th>Purpose of Fee</th>
<th>New Amount</th>
<th>Current Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>MEC E 364</td>
<td>May 1, 2024</td>
<td>Field Trip</td>
<td>$0</td>
<td>$150 - $200</td>
</tr>
<tr>
<td>AUART 215</td>
<td>May 1, 2024</td>
<td>Studio Supplies</td>
<td>$0</td>
<td>$50</td>
</tr>
<tr>
<td>AUART 231</td>
<td></td>
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</tr>
<tr>
<td>AUART 232</td>
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</tr>
<tr>
<td>AUART 331</td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Additional:

The Faculty of Engineering is requesting the non-regulated exclusion to program fee to be removed from MEC E 364. The fee was previously for field trips outside the university, but external field trips will not be part of this course moving forward. They have not assessed the additional fee for field trips in over a year.

Augustana Faculty of requested the non-regulated exclusion to program fee to be removed from AUART 215, AUART 231, AUART 232, AUART 331. The fee has been used primarily for the lumber required for stretching frames to mount drawing and painting projects, as well as other supplies required for project construction that were most easily/economically obtained by the instructor in a bulk purchase. The current instructor for Augustana studio art courses only requires these lumber frames for the studio painting courses. As a result, the $50 fee is no longer required for the studio drawing courses.