



General Faculties Council
Programs Committee
Approved Open Session Minutes

Thursday, September 17, 2020
Zoom Virtual Meeting
10:00 AM - 12:00 PM

ATTENDEES:

Tammy Hopper, Chair
J Nelson Amaral
David Draper
Purna Hariharan
Brooke Milne
Heather Seyl Miyashita
Donia Mounsef

Karsten Mündel
Melissa Padfield
Hanne Pearce
Sachiketha Reddy
Christopher Sturdy
non-voting:
Kate Peters
Natalie Sharpe

REGRETS:

Ananya Ananya Sarkar
Florence Glanfield
Brad Hamdon
Nathalie Kermoal
Victoria Ruetalo
Helen Vallianatos

Staff:

Heather Richholt, Coordinator

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

Motion: Mündel/Sturdy

THAT the GFC Programs Committee approve the agenda.

CARRIED

2. Comments from the Chair (no documents)

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

Discussion:

The Chair welcomed members to the first meeting of the new GFC Programs Committee. She introduced herself, explained the connection between her roles as Vice-Provost (Programs) and as Chair of the committee, and asked those in attendance to introduce themselves as well.

The Chair gave an overview of the recent changes to program approval pathways, which resulted in the creation of the Programs Committee and consolidation of the majority of program approval processes, previously divided up among three committees and a process, under one committee. She also explained how these changes sought to clarify the separation between GFC's authority over academic programs as set out in the *Post-Secondary Learning Act* (PSLA) and the administrative work that goes into ensuring that programs function effectively. She explained the work of the Graduate and Undergraduate Program Support Teams (PST), which brought together Associate Deans from all Faculties as well as representatives from administrative units such as the Office of the Registrar, the Dean of Students, and University of Alberta International and which would

provide consultative review and support for proposals related to program development and change before they come forward to the Programs Committee for approval.

DISCUSSION ITEMS

3. GFC Committee Orientation

Materials before members are contained in the official meeting file.

Presenter(s): Kate Peters, GFC Secretary and Manager, GFC Services

Discussion:

Ms Peters gave a committee orientation and touched on the following points:

- PC's delegated authority from GFC to introduce, create and terminate programs and courses, and to approve admission and academic standing regulations;
- GFC's oversight on important aspects of the academic mission of the University;
- the limitations of the committee's authority including:
 - new credentials which would require GFC and Board approval;
 - proposals involving new space or resources which would require Academic Planning Committee (APC) approval; and
 - substantial changes and those with institutional scope which would be recommended to GFC;
- definitions in the terms of reference of routine and substantive changes; and
- when not to exercise delegated authority and instead recommend an item be considered by full GFC.

CONSENT AGENDA

The Chair gave an overview of how the consent agenda would be used for the committee. She explained that items for approval under the consent agenda would include course and minor program changes that had been vetted by administrative committees, and items deemed to be minor or editorial but that required a record of a governance approval. She explained that there was typically no discussion on the consent agenda items at meetings and that if anyone had any questions they should contact the committee coordinator two days before the meeting so that she can either find answers to questions in advance, or arrange for the subject expert to attend the meeting to answer questions.

There were no questions.

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Seconder: Padfield/Sturdy

4. Course and Minor Program Changes

There were no items.

5. Items Deemed Minor/Editorial

A. Block Transfer Credit Updates for SAIT Programs, Office of the Registrar

THAT the GFC Programs Committee, with delegated authority from General Faculties Council, approve the Block Transfer Credit Updates for SAIT Programs.
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CARRIED

B. Block Transfer Credit Updates for Northern Lights College Arts and Sciences Program, Office of the

Registrar

THAT the GFC Programs Committee, with delegated authority from General Faculties Council, approve the Block Transfer Credit Updates for Northern Lights College Arts and Sciences Program.

CARRIED

C. Application Deadlines for Graduate Programs in the Department of Paediatrics, Faculty of Medicine and Dentistry and Faculty of Graduate Studies and Research

THAT the GFC Programs Committee, with delegated authority from General Faculties Council, approve the Application Deadlines for Graduate Programs in the Department of Paediatrics.

CARRIED

ACTION ITEMS

6. Proposed Direct Entry from High School to the Bachelor of Commerce (BCom) Degree Program, Faculty of Business

Materials before members are contained in the official meeting file.

Presenter(s): Joseph Doucet, Dean, Faculty of Business; Leo Wong, Associate Dean, Undergraduate, Faculty of Business

Discussion:

Dean Doucet provided an overview of the proposed changes to the Bachelor of Commerce Program. He explained that most equivalent degree programs at comparator institutions were direct entry from High School and noted that this change would allow the University of Alberta to be more competitive and to provide a better experience for students. He also noted the support the proposal had received from other Faculties.

Members asked questions and expressed opinions including but not limited to:

- advantages for recruitment in a competitive landscape;
- Equity, Diversity and Inclusion (EDI) and the potential to reach out and recruit with specific communities and underrepresented groups;
- the proposed first year course, Business 101 and its EDI content;
- the role of the Assistant Dean (EDI) in the Faculty of Business;
- the importance of finding the right balance between admissions from High School and the ability for students to transfer in and out of the BComm program at the post-secondary level as well;
- increasing diversity in international student recruitment; and
- more support for international student success including increased focus on language skills, cultural adaptability, and domestic and international student relationships.

Motion: Mündel/Seyl Miyashita

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the proposed changes to admission requirements and academic standing regulations for undergraduate programs in the Faculty of Business, as set forth in attachments 1, 5, and 6 for publication in the 2021-2022 University Calendar.

CARRIED

Motion: Amaral/Padfield

THAT the GFC Programs Committee recommend that GFC Academic Planning Committee approve the proposed changes to general program information and course sequencing for undergraduate programs in the

Faculty of Business, as set forth in attachments 2, and 3 for publication in the 2021-2022 University Calendar.

CARRIED

7. Proposed New Course Designator, BIOPH (Biophysics), Faculty of Science

Materials before members are contained in the official meeting file.

Presenter(s): Roger Moore, Associate Chair (Undergraduate), Faculty of Science, Department of Physics

Discussion:

The Chair noted that new course designators were proposed when a discipline changed its name or a new discipline was established or had grown enough that it was no longer appropriate to identify the courses by the designator of a parent discipline.

Dr Moore explained that these courses were currently using the Physics designator but that a new designator was needed to distinguish Biophysics, which was quite different from Physics and combined elements of Medicine, Physics, and Biology. He further noted that there was a Biophysics program under development but that it was currently on hold because of the restructuring initiative.

There were no questions.

Motion: Seyl Miyashita/Mündel

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

CARRIED

DISCUSSION ITEMS

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

Materials before members are contained in the official meeting file.

Presenter(s): Melissa Padfield, Vice-Provost and Registrar; Amy Dambrowitz, Associate Registrar, Office of the Registrar; Tim Tang, Assistant Registrar and Director, Admissions

Discussion:

The Chair noted that the GFC Executive Committee had reviewed this item at their meeting on September 14, 2020 and had recommended approval to GFC. She explained that it was coming to this committee for discussion because any future changes to admission requirements that were not emergency measures related to a global pandemic, would come to this committee.

The presenters noted that extension of the use of the Duolingo English Test (DET) for admissions was about student accessibility. They explained that test center closures due to the COVID-19 pandemic meant that many applicants were not able to access traditional English Language Proficiency (ELP) tests to meet admission requirements. Emergency approval of the use of the DET in March 2020 allowed students to meet the requirements and an extension was necessary as the situation had not improved. They noted that many other U15 institutions were also using the DET for admissions. They observed that the affordability and accessibility of the DET was much better than traditional tests and that as the DET now had sub scores and the university was able to collect more data, they would continue to monitor and evaluate whether the DET could be considered for longer term use in future.

Members discussed:

- the importance of accessibility and affordability for students;
- what data was being collected and how it would be measured;
- how the decision would be made regarding future use of the DET;
- whether there were options for testing proficiency in French; and
- whether graduate students were using the test for admissions as well.

Ms Padfield confirmed that this item would come back to the committee when more information was available regarding the potential for longer-term use.

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

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

Discussion:

Ms Patrick provided the following update:

Over the summer, we received Ministry approval of three programs:

- Suspensions of Piano and Voice specializations in Augustana's Bachelor of Music program (July)
- The new Healthcare Aide Program curriculum offered by the Centre Collégial de l'Alberta (July)
- And lastly KSR's Graduate Certificate in Adapted Physical Activity (September)

We currently have no programs awaiting approval at the Ministry.

Over the summer, we received four System-wide coordination requests from the Ministry, and they are:

- Red Deer College's proposed Bachelor of Arts in Psychology and Bachelor of Science in Psychology
- Red Deer College's proposed Bachelor of Business Administration (review submitted to RDC and the Ministry on August 25)
- The University of Calgary's proposed Master of Precision Health (being reviewed by FoMD, due to UofC and the Ministry on September 25)
- The City University of Seattle's proposed MBA (being reviewed by Business, due to CUS and the Ministry on October 2)

Members asked about the potential for collaboration and partnership between the University of Alberta and the University of Calgary with the UofA's signature area of Precision Health and the UofC's proposed Master of Precision Health.

10. Question Period (no documents)

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

There were no questions.

INFORMATION REPORTS

11. Items Approved by GFC Programs Committee by email ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

13. Adjournment
- Next Meeting of PC: October 15, 2020
- Next Meeting of GFC: September 28, 2020

The meeting was adjourned at 11:35 a.m.

Motion: Sturdy/Amaral

THAT the GFC Programs Committee adjourn the meeting.

CARRIED