



General Faculties Council
Programs Committee
Approved Open Session Minutes

Thursday, April 15, 2021
Zoom Virtual Meeting
10:00 AM - 12:00 PM

ATTENDEES:

Tammy Hopper, Chair
J Nelson Amaral
David Draper
Joel Gehman
Florence Glanfield
Nathalie Kermaal
Brooke Milne
Heather Seyl Miyashita

Adekunle Mofolasayo
Karsten Mündel
Melissa Padfield
Hanne Pearce
Donia Mounsef
Sachiketha Reddy
Victoria Ruetalo
Christopher Sturdy
Minn-Nyoung Yoon

non-voting:

Kate Peters
Natalie Sharpe
Helen Vallianatos

REGRETS:

Brad Hamdon

Staff:

Heather Richholt, Coordinator

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

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

Motion: Amaral/Glanfield

THAT the GFC Academic Standards 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 opened her comments with a statement on the remarks that she made at the March 18, 2021 meeting regarding communication with members. The Chair explained that the intent of her comments was to ensure transparency to the university community, equitable access to information, and respect for the work proponents put into preparation of their materials. The Chair emphasized that members were encouraged to engage with materials, communicate with their constituents, and connect with the Chair or the committee coordinator to discuss if they would like to distribute additional materials to the committee. She clarified that proceeding in this way ensured that materials used for decision-making were included in the record, that committee members were able to participate equitably in the discussion, and that the proponents would be prepared to answer questions and concerns of committee members.

Members contributed reflections, ideas and concerns including:

- the need for sufficient time for decision-making;
- the need for informal discussion to allow for sense making and the possibility of a middle ground where information was shared equitably;



- that members of the university community were looking to governance committees for information and that the transparency of documentation supporting governance discussions was essential to allowing them to engage;
- the difference between expressions of opinion on meeting materials and the official materials; and
- the desire to see the committee functioning effectively as a deliberative body.

CONSENT AGENDA

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Seconder: Mündel/Ruetalo

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

Item was deferred.

4. Course and Minor Program Changes

- Augustana
- Education
- Rehabilitation Medicine
- Saint-Jean
- Science

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

CARRIED

ACTION ITEMS

5. Proposed New Course Designator, CCALS (Centre collégial de l'Alberta Anglais Langue Seconde), Centre collégial de l'Alberta, Faculté Saint-Jean

Materials before members are contained in the official meeting file.

Presenter(s): Catherine Dandonneau, Director, Centre Collégial de l'Alberta

Purpose of the Proposal: To introduce a new course designator, CCALS, as an identifier of English as Second Language courses related to all College programs and curriculum.

Discussion:

Ms Dandonneau explained the rationale for the creation of the new designator to distinguish English language courses that were specific to the Centre collégial de l'Alberta (CCA). She noted that these courses would be offered to students in college-level programs studying in the CCA unit at Campus Saint-Jean.

There were no questions.

Motion: Glanfield/Seyl Miyashita

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, a new course designator for Centre collégial de l'Alberta Anglais Langue Seconde, CCALS, as submitted by the Centre collégial de l'Alberta, Faculté Saint-Jean.



6. Proposed New Graduate Certificate in Educational Studies, Faculty of Education and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Brooke Milne, Vice-Provost and Dean, Graduate Studies and Research and Douglas Gleddie, Associate Chair, Department of Elementary Education

Purpose of the Proposal:

Once the motion to take the item from the table was approved, the Chair invited the Vice-Provost and Dean, FGSR and the representative from the Faculty of Education to provide an update on the changes made to the proposal in light of the discussion at the March 18, 2021 meeting of the GFC Programs Committee. The proponents noted that this was not a typical certificate and that they had consulted extensively with teachers and other external stakeholders to determine the appropriate program structure. They emphasized the value of combining courses to meet the specific training needs of external stakeholders and explained that the certificate structure allowed for the flexibility to meet these needs.

Dr Gleddie outlined the revisions to the proposal and responded to questions from members, including, but not limited to:

- the language describing cohorts and the ability to combine several areas of focus and still obtain a certificate;
- the intention to prevent students from taking four of the courses listed and obtain a certificate because this would only be open to cohorts;
- the timelines for approval of the certificate and how it would be implemented if approved by the Ministry;
- options for students whose circumstances changed in ways that prevented them from completing the certificate in their cohort;
- how cohort-specific requirements would be communicated and the possibility of joining a different cohort if there was an issue;
- whether students could obtain the certificate multiple times in different cohorts; and
- the possibility of laddering the certificate into a diploma or a Master's program.

Motion: Mündel /Glanfield

THAT GFC Programs Committee take from the table, the proposal for a new Graduate Certificate in Educational Studies (GCES).

CARRIED

Motion: Ruetalo/Mofolasayo

THAT GFC Programs Committee approve, with delegated authority from General Faculties Council, the new Graduate Certificate in Educational Studies (GCES), as submitted by the Faculty of Education, and as set forth in attachments 1 and 2, to take effect upon final approval.

CARRIED

DISCUSSION ITEMS

7. Continuing Professional Education (CPE), an Overview (no documents)

Presentation before members is contained in the official meeting file.



Presenter(s): Maria Mayan, Interim Dean, Faculty of Extension; Michael Splinter, Assistant Dean, Finance & Operations, Faculty of Extension

Discussion:

The Chair explained the rationale for inviting the proponents to present on CPE at the GFC Programs Committee given the committee's delegated authority to approve non-credit programs, which have unique structures, policies and pedagogies. She further noted the different mechanisms for establishing and eliminating non-credit proposals, and then invited proponents from the Faculty of Extension to provide a brief presentation on CPE.

Dr Mayan opened by explaining that CPE was an area of focus for the provincial government and the university. Mr Splinter provided an overview of how CPE differed from degree programs in structure, pathways and quality assurance including:

- development practices, which were often linked to engagement with alumni and professional colleges;
- flexible delivery structures and packaging of learning into smaller credentials or "micro-credentials";
- the approval of CPE in relation to degree offerings and for-credit credentials;
- how records were managed to ensure that learners were tracked and that transcripts could be used for laddering and continuing education; and
- quality assurance mechanisms including student feedback, advisory committees for curricula, and 5-year program reviews.

Committee members discussed:

- the potential to leverage CPE to help address gaps in degree programs and for-credit learning;
- the value of CPE in addressing accessibility to education and to reach different populations;
- the potential for CPE to enhance quality across the institution through diversification of the student body;
- pedagogies that support different types of learners;
- developing curricula that meet societal needs; and
- giving educational experts the ability to evolve in their practice.

The Chair noted that this information could be of use in the future when the committee was reviewing CPE proposals.

8. FGSR Graduate Supervisory Initiatives

Materials before members are contained in the official meeting file.

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

Discussion:

Dr Milne noted that the suite was composed of three separate but linked pieces and explained the change to the format of the supervision piece, which would be moved into a University of Alberta Policies and Procedures Online (UAPPOL) policy and procedure template. She noted that this format would clarify the authority and scope of the policy, which was institutional. She then provided an update on consultations and described the changes that had been made in response to feedback.

Dr Milne reminded members that yearly progress reports for graduate students were an existing requirement and noted that the use of an institution wide form was intended to act as a mechanism to make monitoring and compliance more effective. She went on to explain that not meeting the requirement would be a flag to the department about a situation that may need addressing within the framework of the collective agreement.

Members of the committee asked questions and provided feedback including, but not limited to:

- the need for clarity on actions that would be taken if requirements were not fulfilled, specifically if students did not meet deadlines or if faculty did not submit the reports, and how FGSR would ensure compliance;



- that training on equity, diversity, inclusivity (EDI), and Indigenous perspectives would be integrated throughout the supervisory training as opposed to in a stand-alone module;
- the value of the supervisory experience and whether supervision was fundamental to teaching and research;
- an acknowledgement of the power differential between graduate students and supervisors and the importance of ensuring a positive graduate student experience;
- that the forms may provide valuable documentation for when students experienced issues; and
- the role of the Ombuds in supporting students to build conflict management skills and that this initiative supported supervisors and students in being able to negotiate their mutual interests.

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

The Chair noted that this update would be provided at a later date.

10. Question Period

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

Discussion:

A member asked to make a statement that it was their final meeting on GFC Programs Committee and thanked members of the committee for their work and contributions to positive discussions.

INFORMATION REPORTS

11. Items Approved by the 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: May 20, 2021
- Next Meeting of GFC: April 26, 2021

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