



General Faculties Council
Programs Committee
Approved Open Session Minutes

Thursday, December 09, 2021
Zoom Virtual Meeting
10:00 AM - 12:00 PM

ATTENDEES:

Janice Causgrove Dunn, Chair
Jason Acker
J Nelson Amaral
Mohd Tahsin Bin Mostafa
(delegate)
Jennifer Branch-Mueller
Florence Glanfield
Kathy Haddadkar
Stacy Lorenz
Adekunle Mofolasayo

Abner Monteiro
Donia Mounsef
Hanne Pearce
Norma Rodenburg
Ali Shiri (delegate)
Christopher Sturdy
Aman Ullah
non-voting:
Kate Peters
Remonia Stoddart-Morrison

REGRETS:

Daniela Carbajal
Brad Hamdon
Nathalie Kermoal
Brooke Milne
Heather Seyl Miyashita
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): Janice Causgrove Dunn, Vice-Provost (Programs), and Chair of GFC Programs Committee (PC)

Discussion:

The Chair began with a territorial acknowledgement:

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

The Chair noted that Ali Shiri would be presenting on proposals for the Faculty of Graduate Studies and Research (FGSR) on behalf of Dean Milne. She further noted that terms of reference for Programs Committee note that the Dean of FGSR has been sub-delegated the authority to approve second-level specializations and to report on them annually. However, since her appointment, Dean Milne has chosen not to exercise that authority and as such, the approval rests with Programs Committee.

Motion: Sturdy/Mofolasayo

THAT the GFC Programs Committee approve the agenda.

CARRIED

2. Comments from the Chair (no documents)

Presenter(s): Janice Causgrove Dunn, Vice-Provost (Programs), and Chair of GFC Programs Committee (PC)

Discussion:

The Chair reminded members that at the last meeting, she had asked about interest in the Vice-Chair role and shared that Aman Ullah had put his name forward. She asked if there were any other members who wished to put their names forward and seeing none, she declared Dr Ullah Vice-Chair by acclamation.

The Chair then explained that the Ministry of Advanced Education had recently implemented performance indicators requiring work-integrated learning in University of Alberta programs with a target to attain by March 2022. She noted that by implementing a combination of corrections, administrative terminations, and potentially suspensions or terminations of programs that are in the Ministry database but that not considered to be active programs on Campus, the University should be able to reach the performance indicator threshold.

The Chair asked the GFC Secretary to speak to the possibility of changes to meeting format. Ms Peters suggested that the committee have a discussion on potential changes from the remote meeting format to move to a hybrid or fully in person format in January, with potential changes implemented in February. She noted that the conversation will be in full alignment with public health guidelines and regulations.

CONSENT AGENDA

Materials before members are contained in the official meeting file.

Consent Agenda Mover and Seconder: Ullah/Acker

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

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

CARRIED

4. Course and Minor Program Changes

- Arts
- Engineering
- Medicine and Dentistry
- 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 Arts, Engineering, Medicine and Dentistry, Saint-Jean, and Science.

CARRIED

5. Items Deemed Minor/Editorial

- A. Proposed Changes to Entrance Requirements for Graduate Programs in Laboratory Medicine and Pathology
- B. Proposed Changes to Admission and Program Requirements for Graduate Programs in Neuroscience
- C. Proposed Changes to Clinical Requirements for Graduate Programs in Nursing

THAT the GFC Programs Committee, with delegated authority from General Faculties Council, approve the proposed changes to entrance requirements for graduate programs in Laboratory Medicine and Pathology

THAT the GFC Programs Committee, with delegated authority from General Faculties Council, approve the proposed changes to admission and program requirements for graduate programs in Neuroscience.

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the proposed changes to clinical requirements for graduate programs in Nursing.

CARRIED

ACTION ITEMS

6. Proposed New Course Designator, DEVDU (Développement durable), and Associated Courses, Faculté Saint-Jean

Materials before members are contained in the official meeting file.

Presenter(s): Donia Mounsef, Associate Dean, Arts and Sciences Programs, Campus Saint-Jean

Purpose of the Proposal: To create a new course designator, DEVDU, as an identifier of courses related to the Certificate in Sustainability offered in French at Campus Saint-Jean.

Discussion:

Dr Mounsef explained that the proposal was to create a French-language equivalent to the Sustainability designator used by the Faculty of Agricultural, Life and Environmental Sciences for its sustainability courses.

There was no discussion.

Motion: Mounsef/Branch-Mueller

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, a new course designator Développement durable, DEVDU, and associated courses, as submitted by Faculté Saint-Jean.

CARRIED

7. Proposed Change to AGPA Calculation for Internal Undergraduate Students

Materials before members are contained in the official meeting file.

Presenter(s): Jane Lee, Assistant Registrar, Student Services & *University Calendar*; Anna Hughes, Associate Registrar, Enrolment Management

Purpose of the Proposal: The proposal is before the committee to adjust what courses are allowed in the AGPA calculation for internal post-secondary transfer students.

Discussion:

The Chair began by reminding members that at the last meeting, a motion to table this item was made after discussion of the changes to the *Calendar* copy. The Chair asked for a mover and seconder to remove the item from the table. Once the item was removed from the table, with the previously moved motion on the floor, she invited Ms Lee to present revisions to the proposal.

Ms Lee reported on changes made to the *Calendar* copy including:

- additional context and changes to the heading,
- information on how the AGPA is calculated, and
- different types of applicants, including internal applicants who are transferring from one program to another.

Members asked questions and made comments about the *calendar* copy, including, but not limited to:

- How this applies to students who are currently students at the University but recently transferred from another post-secondary institution;
- Whether the current language was confusing for students notwithstanding the general appreciation for the work that had gone into crafting the section;
- Whether the AGPA calculation would be drawn from only first attempt or both grades from first and second attempts, and how the second attempt would be treated if coming from a different institution; and

- That, in the case of students retaking a course that they failed and then took again and passed, this policy change would have no impact.

Motion: Acker/Amaral

THAT the GFC Programs Committee take the item from the table.

CARRIED

That GFC Programs Committee recommend General Faculties Council approve the proposed change to the admissions regulation to allow repeated courses to be used in the calculation of admission grade point average (AGPA) for internal undergraduate students.

CARRIED

8. Proposed Embedded Certificate in Innovation and Entrepreneurship, Faculty of Business

Materials before members are contained in the official meeting file.

Presenter(s): Leo Wong, Associate Dean, Undergraduate, Faculty of Business, Michael Lounsbury, Professor, Department of Strategy, Entrepreneurship and Management, Alberta School of Business

Purpose of the Proposal: The proposal is before the committee because we want to recognize and certify the knowledge about innovation and entrepreneurship that undergraduates receive in the course of their academic career.

Discussion:

The Chair welcomed Dr Wong and Dr Lounsbury to present on the proposal for a new embedded leadership certificate to be offered at the University. The Proponents spoke to the constructive feedback received over a lengthy consultation process and the work that had gone into the certificate development.

The committee members asked questions and raised comments including:

- Which Faculties had participated in the certificate development and whether other professional Faculties such as Nursing and the Faculty of Medicine and Dentistry were involved;
- That all 18 Faculties had been approached, sometimes multiple times, and that future collaborations and expansion of the certificate to include every Faculty was welcome;
- That Campus Saint-Jean's bilingual business administration program offered a pool of interested students;
- That discussions with Campus Saint-Jean were positive but that there were no concrete plans in place at this point; and
- A question of whether the pathways for students from specific Faculties needed to be documented in the *Calendar* and a response that Faculty-specific information would be communicated in other ways including websites and through student advising.

The Committee proposed some editorial changes to the language on the capstone course and the proponents explained that the list of required courses would be promoted through the Faculty of Business, the Entrepreneurship Centre and other Faculty partners, eliminating the need for the *Calendar* copy to exhaustively document all the aspects of the program.

Motion: Acker/Pearce

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the Embedded Certificate in Innovation and Entrepreneurship as submitted by the Faculty of Business and as set forth in Attachments 1 and 2 to be published in the 2022-2023 *University Calendar*.

CARRIED

9. Proposed Graduate Embedded Certificate in Climate Change and Health, School of Public Health and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Ruth Wolfe, Associate Dean (Professional Programs), School of Public Health; Ali Shiri, Associate Dean, Graduate Studies and Research (FGSR)

Purpose of the Proposal: To approve a new *12 Graduate Embedded Certificate in Climate Change and Health for implementation in Fall 2023

Discussion:

Dr Shiri provided opening comments on behalf of the Vice-Provost and Dean of FGSR noting that this was the first certificate of its kind in Canada and commending the Faculty on this timely and important program development.

Dr Wolfe explained this was a high impact area of research and that this certificate would focus on the intersection between climate change and health. After providing a summary of the certificate, she noted the broad support from Faculty and College Deans in the university, and the opportunity presented for interdisciplinary teaching.

Committee members asked how Indigenous knowledge systems and communities would be included in the program. The proponents noted "Indigenous world views" was included in all the course descriptions and that researchers from the School of Public Health hoped to relate the impacts of climate change on Indigenous populations. In particular, they noted a course focused on water, sanitation and hygiene in the North.

Members also asked about the focus on the health aspects of climate change and whether there were new courses proposed to support the certificate. Dr Wolfe provided some additional context on the internal goal of bringing the seven different disciplines that exist within the School of Public Health (SPH) together. The course list includes three proposed core or required courses and the list of approved electives are existing courses both within the SPH and from across the University. The certificate will continue to look at how policy solutions can be found for the public health challenges associated with climate change using an integrative lens. Once approved, the SPH will be reaching out to other Faculties to implement the certificate.

Motion: Sturdy/Pearce

THAT GFC Programs Committee approve, with delegated authority from General Faculties Council, the new Graduate Embedded Certificate in Climate Change and Health as presented in the included documents by the School of Public Health, for implementation in Fall 2023.

CARRIED

10. Proposed Name Change for the Graduate Degree Specialization in Educational Administration and Leadership, Faculty of Education and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): José da Costa, Professor, Faculty of Education - Educational Policy Studies; Ali Shiri, Associate Dean, Graduate Studies and Research (FGSR)

Purpose of the Proposal: The proposal is before the committee because a second-level specialization name change is requested from *Educational Administration and Leadership* to *Studies in Educational Leadership*

Discussion:

Dr Shiri noted the support of FGSR for the name change and thanked Dr da Costa and colleagues for their work.

Dr da Costa provided further context for the rationale to clarify the subject area for students and applicants. He provided an overview of the consultation pathway which included internal and external stakeholders and how the suggestions from these groups were integrated into the proposal. He concluded that there were no budget implications to the change and that it was hoped that the name change will support increased enrolment. Finally, he explained that current students will be able to choose which name they have on their parchment.

There were no comments.

Motion: Branch-Mueller/Mofolasayo

THAT GFC Programs Committee approve, with delegated authority from General Faculties Council, the name change of the second level specialization of Educational Administration and Leadership, to the specialization of Studies in Educational Leadership, and the related calendar changes, for the Educational Policy Studies credentials, for implementation upon approval and inclusion in the 22-23 *University Calendar*.

CARRIED

11. Proposed Specializations in Food Safety and Quality, and Meat Quality for the Course-Based Master of Science Agricultural, Food and Nutritional Science, Faculty of Agricultural, Life, and Environmental Sciences, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Ben Willing, Associate Chair, Graduate Studies, Department of Agricultural, Food, and Nutritional Science; Ali Shiri, Associate Dean, Graduate Studies and Research (FGSR)

Purpose of the Proposal: To establish two new course-based MSc Specializations – Food Safety and Quality (FSQ) and Meat Quality (MQ) under the current course-based MSc in Agricultural, Food and Nutritional Science.

Discussion:

Drs Shiri and Wiling presented an overview of the proposal to create two new second-level specializations in the existing course-based MSc in Agricultural, Food and Nutritional Science. They emphasized the demand for the defined program outcomes and the broad support within the Faculty.

There were no questions.

Motion: Acker/Ullah

THAT GFC Programs Committee approve, with delegated authority from General Faculties council, the Food Safety and Quality (FSQ) Specialization for the MSc in Agricultural, Food and Nutritional Science, to be published in the 2022-2023 *University Calendar*.

CARRIED

Motion: Acker/Ullah

THAT GFC Programs Committee approve, with delegated authority from General Faculties council, the Meat Quality (MQ) Specialization for the MSc in Agricultural, Food and Nutritional Science, to be published in the 2022-2023 *University Calendar*.

CARRIED

DISCUSSION ITEMS

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

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

Discussion:

Ms Roth noted that the Office of the Provost is in the process of identifying a reviewer of the Alberta College of Acupuncture & Traditional Chinese Medicine's proposal for a new Bachelor of Health Sciences in Acupuncture degree program. She further reported that there are currently no University of Alberta program proposals with the Ministry for review and approval. She also reported that since the November 18 Programs Committee meeting, the University has received notification of approval from the Ministry for the name-change of the Postgraduate Diploma to Graduate Diploma as an administrative change to ensure alignment and compliance with the Alberta Credential Framework.

13. Question Period (no documents)

Presenter(s): Janice Causgrove Dunn, Vice-Provost (Programs), and Chair PC

Discussion:

A member asked about the Smart Exam Monitor outage and communication issues and whether standardized messages could be sent to students in such instances. The Acting Deputy Registrar Norma Rodenburg noted the importance of clear communications to students and how critical the role of the instructor is in these situations.

A member asked about the changes to the Peter Lougheed Leadership College and whether there were proposed changes to the certificate or courses because they had heard students were told the program was to be terminated as of September 2022. The Chair thanked the member for the information and noted that any changes to the certificate or courses would come to this committee for approval.

INFORMATION REPORTS

14. Information Items Forwarded to Committee Members Between Meetings:

-University of Alberta Mail - Request for Feedback_ Draft Indigenous Institutional Strategic Plan

CLOSING SESSION

15. Adjournment

- Next Meeting of PC: January 13, 2022
- Next Meeting of GFC: January 31, 2022

The Chair adjourned the meeting at 11:40 a.m.