



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

General Faculties Council  
Programs Committee (PC)  
Approved Open Session Minutes

Thursday, June 23, 2022  
Hybrid Meeting - 2-31 South Academic Building and Zoom  
10:00 AM - 12:05 PM

**ATTENDEES:**

Janice Causgrove Dunn, Chair  
Jason Acker  
Tahmid Al Hafiz  
J Nelson Amaral  
Bishoi Aziz  
Jennifer Branch-Mueller  
Florence Glanfield  
Anna Hughes  
Gurleen Kaur

Stacy Lorenz  
Brooke Milne  
Adekunle Mofolasayo  
Heather Seyl Miyashita  
Christopher Sturdy  
Aman Ullah  
*non-voting:*  
Kate Peters (scribe)  
Karsten Mündel  
Remonia Stoddart-Morrison

**REGRETS:**

Brad Hamdon  
Nathalie Kermoal  
Donia Mounsef  
Hanne Pearce

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 PC

Before calling the meeting to order, the Chair acknowledged:

The University of Alberta is 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 motion was moved and seconded.

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 PC

*Discussion:*

The Chair informed members about a Call from the Government of Alberta for proposals to support the development of microcredentials at Post-secondary Institutions in Alberta. The Chair went on to invite members to the celebratory launch of Braiding the Past, Present and Future: University of Alberta Indigenous Strategic Plan on June 24, 2022.

## **CONSENT AGENDA**

Materials before members are contained in the official meeting file.

The motion to approve the Consent Agenda was moved and seconded.

### 3. Approval of the Open Session Minutes of May 17, 2022

THAT the GFC Programs Committee approve the open session minutes of May 17, 2022

**CARRIED**

### 4. Course and Minor Program Changes

- Augustana
- Education
- Engineering
- Kinesiology, Sport, and Recreation
- Law
- Medicine and Dentistry
- Saint-Jean
- School of Public Health

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the attached course and minor program change submissions from Augustana and the Faculties of Education, Engineering, Kinesiology, Sport and Recreation, Law, Medicine and Dentistry, Saint-Jean and from the School of Public Health

**CARRIED**

### 5. Items Deemed Minor/Editorial

- A. Proposed Changes to Advanced Standing Regulations for Freestanding Certificates, Faculty of Education
- B. Proposed Changes to Advanced Standing Regulations for Graduate Certificates, Faculty of Education and Faculty of Graduate Studies and Research
- C. Proposed Changes to Admission Requirements for Visiting Students, Faculty of Engineering
- D. Proposed Changes to Admission Requirements for the Transition Year Program, Faculty of Kinesiology, Sport, and Recreation
- E. Proposed Changes to Course Load Maximum, Faculty of Kinesiology, Sport, and Recreation
- F. Proposed Change to the Application Deadline for the Juris Doctor Program, Faculty of Law

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council:

- the proposed changes to Advanced Standing Regulations for Freestanding Certificates, Faculty of Education, as set forth in attachment A;
- the proposed changes to Advanced Standing Regulations for Graduate Certificates, Faculty of Education and Faculty of Graduate Studies and Research, as set forth in attachment B;
- the proposed changes to Admission Requirements for Visiting Students, Faculty of Engineering, as set forth in attachment C;
- the proposed changes to Admission Requirements for the Transition Year Program, Faculty of Kinesiology, Sport, and Recreation as set forth in attachment D;
- the proposed changes to Course Load Maximum, Faculty of Kinesiology, Sport, and Recreation as set forth in attachment E; and
- the proposed change to the Application Deadline for the Juris Doctor Program, Faculty of Law as set forth in attachment F.

CARRIED

## **ACTION ITEMS**

6. Proposed Undergraduate Embedded Certificate in Sexuality Studies, Faculty of Arts

Materials before members are contained in the official meeting file.

*Presenter(s):* Michelle Meagher, Associate Professor, Faculty of Arts – Women’s & Gender Studies, and Rebecca Nagel, Associate Dean (Student Programs), Arts, Faculty of Arts

*Discussion:*

The Proponents presented an overview of the purpose of the proposal.

There was no discussion.

The motion was moved and seconded.

THAT the GFC Programs Committee approve, with delegated authority from General Faculties Council, the proposed undergraduate embedded Certificate in Sexuality Studies, for implementation upon approval

CARRIED

7. Proposed Graduate Embedded Certificate in Health Economic Evaluation, 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; Brooke Milne

*Discussion:*

The Proponents provided the rationale for the development of the certificate, in particular student demand. They explained the relevance of the proposed certificate which will bridge a gap in programs at the University and in the field more broadly.

There was no discussion.

The motion was moved and seconded.

THAT GFC Programs Committee approve, with delegated authority from General Faculties Council, the new Graduate Embedded Certificate in Health Economic Evaluation for implementation upon approval and inclusion in the 23-24 *University Calendar*

CARRIED

8. Proposed Changes to Entrance Requirements for Graduate Programs in the School of Public Health

Materials before members are contained in the official meeting file.

*Presenter(s):* Ruth Wolfe, Associate Dean (Professional Programs), School of Public Health; Brooke Milne, Vice-Provost and Dean, FGSR, Graduate Studies and Research

*Discussion:*

The proponents explained that the Public Health Entrance Requirements required revision, and spoke about their efforts to be more specific and intentional about the University of Alberta Equity, Diversity and Inclusivity Strategic Plan and Indigenous Strategic Plan. They noted that the changes align with the new optional pathway for English Language Requirements.

A member asked a clarification question on the difference between admission and registration in order to fulfill requirements. The impacts on international students were discussed and it was clarified there are no obstacles presented by the change for students waiting for their visas.

The motion was moved and seconded.

THAT GC Programs Committee approve, with delegated authority from General Faculties Council, the amendments to the School of Public Health Entrance Requirements, as noted in the included documents, and for inclusion in the 23-24 *University Calendar*

9. Proposed Changes to Program Requirements for Graduate Programs in Medicine, Pediatrics, and Medical Microbiology and Immunology

Materials before members are contained in the official meeting file.

*Presenter(s):* Gregory Funk, Associate Chair, Physiology, Faculty of Medicine and Dentistry, Department of Physiology; Brooke Milne, Vice-Provost and Dean, FGSR, Graduate Studies and Research

*Discussion:*

The proponents noted that this change will provide clarity on program requirements for students. Members suggested a small editorial change to the documentation and asked about other programs where there may be a lack of clarity for students. The proponents spoke to the efforts to ensure compliance for all programs and committed to bringing forward similar changes for another program in the near future.

The motion was moved and seconded.

THAT GFC Programs Committee approve, with delegated authority from General Faculties Council, the suite of calendar changes for programs in the Faculty of Medicine and Dentistry, for immediate implementation upon final approval, and inclusion in the 2023-2024 *University Calendar*

10. Proposed Termination of the Bachelor of Science in Occupational Therapy, Faculty of Rehabilitation Medicine

Materials before members are contained in the official meeting file.

*Presenter(s):* Mary Roduta Roberts, Associate Professor, Faculty of Rehabilitation Medicine, Occupational Therapy

*Discussion:*

The proponent noted this was part of the regular process of suspension and termination. There was no discussion.

The motion was moved and seconded.

THAT the GFC Programs Committee recommend the Board of Governors approve the termination of the Bachelor of Science in Occupational Therapy program.

13. Proposed Terminations of the Bachelor of Science Second-Level Specializations in Actuarial Science, Animal Biology, Bioinformatics, Environmental Physical Sciences, Evolutionary Biology, Geography, Microbiology, and Plant Biology, Faculty of Science

*This item was discussed out of agenda sequence.*

Materials before members are contained in the official meeting file.

*Presenter(s):* Gerda de Vries, Associate Dean (Undergraduate), Math & Statistical Sciences, Science

*Discussion:*

Because the meeting was ahead of schedule, the Chair asked for the committee's acceptance of an informal change to the agenda because presenters were not yet in attendance. She went on to thank the proponents for their work on the proposal and complimented the integrity of the BSc renewal change process. G de Vries provided some additional detail and context on the proposal including the administrative rationale for the changes.

Members asked about the rationale for the differences in the implementation dates and heard that there was some diversity because there were some programs that were suspended for different periods of time in 2016.

The motion was moved and seconded.

THAT the GFC Programs Committee approve, under delegated authority from General Faculties Council, the termination of:

- a. Bachelor of Science with Specialization in Actuarial Science (effective July 1, 2023)
- b. Bachelor of Science with Specialization in Animal Biology (effective July 1, 2024)
- c. Bachelor of Science with Honors in Animal Biology (effective July 1, 2024)
- d. Bachelor of Science with Specialization in Bioinformatics (effective July 1, 2023)
- e. Bachelor of Science with Honors in Bioinformatics (effective July 1, 2023)
- f. Bachelor of Science with Specialization in Environmental Physical Sciences (effective July 1, 2023)
- g. Bachelor of Science with Specialization in Evolutionary Biology (effective July 1, 2024)
- h. Bachelor of Science with Honors in Evolutionary Biology (effective July 1, 2024)
- i. Bachelor of Science with Specialization in Geography (effective July 1, 2023)
- j. Bachelor of Science with Honors in Geography (effective July 1, 2023)
- k. Bachelor of Science with Specialization in Microbiology (effective July 1, 2024)
- l. Bachelor of Science with Honors in Microbiology (effective July 1, 2024)
- m. Bachelor of Science with Specialization in Plant Biology (effective July 1, 2024)
- n. Bachelor of Science with Honors in Plant Biology (effective July 1, 2024)

**CARRIED**

14. Proposed Terminations of the Bachelor of Science First-Level Specializations (Majors) in Animal Biology, Bioinformatics, Environmental Physical Sciences, Evolutionary Biology, and Geography, Faculty of Science

*This item was discussed out of agenda sequence.*

Materials before members are contained in the official meeting file.

*Presenter(s):* Gerda de Vries, Associate Dean (Undergraduate), Math & Statistical Sciences, Science

*Discussion:*

There was no discussion.

The motion was moved and seconded.

THAT the GFC Programs Committee recommend Board of Governors approval of the termination of the following Bachelor of Science first-level specializations (majors): a. Animal Biology (effective July 1, 2023) b. Bioinformatics (effective July 1, 2023) c. Environmental Physical Sciences (effective July 1, 2023) d. Evolutionary Biology (effective July 1, 2024) e. Geography (effective July 1, 2023)

15. Proposed Name Changes for the Bachelor of Science Programs in Immunology, and Mathematics/Economics, Faculty of Science

*This item was discussed out of agenda sequence.*

Materials before members are contained in the official meeting file.

*Presenter(s):* Gerda de Vries, Associate Dean (Undergraduate), Math & Statistical Sciences, Science

*Discussion:*

G de Vries explained that this was an administrative change to ensure the Ministry record of the programs was correct.

There was no discussion.

The motion was moved and seconded.

THAT the GFC Programs Committee approve, under delegated authority from General Faculties Council, the proposed name changes for programs in "Immunology" to "Immunology and Infection", and for programs in "Mathematics/Economics" to "Mathematics and Economics", to take effect in Fall 2023.

11. Proposed Termination of the Diploma in Dental Hygiene Program, Faculty of Medicine & Dentistry

Materials before members are contained in the official meeting file.

*Presenter(s):* Sharon Compton, Associate Chair/Director, Dental Hygiene, School of Dentistry, Faculty of Medicine and Dentistry

*Discussion:*

The Chair noted that the committee would move back into the agenda as approved. The proponent provided background on the 2017 suspension of the program and explained that the unit was proceeding with the termination after the normal teach-out period.

There was no discussion.

The motion was moved and seconded.

THAT the GFC Programs Committee recommend that General Faculties Council approve the proposed termination of the dental hygiene diploma program.

12. Proposed Termination of Graduate Programs in Comparative Literature, Faculty of Arts and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

*Presenter(s):* Irene Sywenky, Associate Chair (Graduate, Faculty of Arts, Department of Modern Languages and Cultural Studies; Brooke Milne, Vice-Provost and Dean, FGSR, Graduate Studies and Research

*Discussion:*

The proponent explained that this was part of the normal suspension and termination process.

There was no discussion.

The motion was moved and seconded.

THAT GFC Programs Committee recommend that the Board of Governors approve the termination of the MA and PhD in Comparative Literature, as outlined in the included documents and for implementation upon final approval.

## **DISCUSSION ITEMS**

### 16. Exploration Credits Implementation

Materials before members are contained in the official meeting file.

*Presenter(s):* Janice Causgrove Dunn, Vice-Provost (Programs) and Chair of PC; Anna Hughes, Associate Registrar, Enrolment Management ; Kate Peters, Secretary to General Faculties Council (GFC)

*Discussion:*

The Chair reminded members that the Office of the Registrar was working to implement the Exploration Credits Policy and was receiving a large number of requests for course exclusions. K Peters noted that GFC's authority over course and minor program changes had been delegated to the GFC Programs Committee and not to Faculty Councils. The process to approve exclusions was articulated as a review by Program Support Team, approval by Faculty Council and final approval by GFC Programs Committee. The presenters agreed that the current *Calendar* language was misleading and that GFC would have to approve a clarification.

Members asked for clarification on the Policy, discussed the constraints on implementation, and the authority of Programs Committee to make decisions on course and minor program changes. Members noted the need for rationale to accompany requests for exclusions, gave some possible examples and discussed whether there was a need to articulate guidelines for exclusions to Faculties.

Members reported on concerns of faculty and instructors, including confidentiality of students seeking exploration credits, the amount of work that goes into grading and preparation of labs and assessments and other considerations such as group work in assessments. Members agreed that many of the concerns with the policy are already being addressed through teaching pedagogy and course and program design.

The Chair summarized the discussion and next steps and committed to bringing back a proposal to update the *Calendar* language in the Fall.

### 17. 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

*Discussion:*

C Roth provided the following update:

- The University had received a request to review an external program proposal from the Northern Alberta Institute of Technology (NAIT) for two new specializations in the Bachelor of Business Administration program.
- The approved terminations of the Graduate Certificate in Teaching and Learning in Higher Education from the Faculty of Education and the specialization in the Master of Engineering from the Faculty of Agricultural, Life, and Environmental Sciences had been submitted to the Ministry.
- The approved Bachelor of Biomedicine and the new Dental Assisting Certificate from the Faculty of Medicine and Dentistry would be submitted to the Ministry shortly.

18. Question Period

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

*Discussion:*

A member asked about the course and minor program changes that had been approved and about the the system of grading on the curve. Members suggested that students should contact the Office of the Student Ombuds with any issues they encounter where the practice is divergent from the established grading policy. The importance of disciplinary differences was discussed and the need to respect the practices of instructors and departments was noted.

## **INFORMATION REPORTS**

There was no request to pull the items below.

19. Block Transfer Agreement: Faculty of Engineering and College of the Rockies

## **CLOSING SESSION**

20. Adjournment

- Next Meeting of PC: September 15, 2022
- Next Meeting of GFC: September 19, 2022