OPENING SESSION

1. Approval of the Agenda
   Tammy Hopper

2. Comments from the Chair (no documents)
   Tammy Hopper

3. Welcome and Committee Member Development and Orientation
   Marion Haggarty-France
   Meg Brolley

CONSENT AGENDA

[If a member has a question or feels that an item should be discussed, they should notify the Secretary to GFC, in writing, two business days or more in advance of the meeting so that the relevant expert can be invited to attend.]

Tammy Hopper

4. Approval of the Open Session Minutes of June 20, 2019

5. Items Deemed Minor/Editorial

5A. Transfer Credit Approvals for September, 2019

5B. Proposed Changes to Application Deadlines for the BEd After Degree Program, Faculté Saint-Jean

5C. Proposed Changes to Application Requirements for the Doctor of Medicine Program, Faculty of Medicine and Dentistry

5D. Proposed Changes to Academic Standing Regulations for the BSc in Human Ecology Program, Faculty of Agricultural, Life and Environmental Sciences

6. Proposed Changes to Existing Entrance Requirements for Graduate Programs in Elementary Education, Faculty of Education and Faculty of Graduate Studies and Research

7. Proposed Changes to Existing Entrance Requirements for Graduate Programs in Radiology and Diagnostic Imaging, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research

8. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Obstetrics and Gynecology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research

9. Proposed Changes to Existing Entrance Requirements for Graduate Programs in Oncology, Faculty of Medicine and Dentistry, and Faculty
of Graduate Studies and Research

Motion: To Approve Items in the Consent Agenda

ACTION ITEMS

10. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Laboratory Medicine and Pathology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research

Motion: To Approve with Delegated Authority

Monika Keelan
Janice Causgrove Dunn
Maria Chia

11. Proposed Changes to Existing Entrance Requirements for the Master of Arts in études canadiennes, Faculté Saint-Jean, and Faculty of Graduate Studies and Research

Motion: To Approve with Delegated Authority

Samira ElAtia
Janice Causgrove Dunn
Maria Chia

12. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for the PharmD for Practicing Pharmacists Program, Faculty of Pharmacy and Pharmaceutical Sciences

Motion: To Approve with Delegated Authority

Jill Hall
Dion Brocks

DISCUSSION ITEMS

13. Proposed Changes to Academic Standing Regulations, Faculty of Science

Gerda de Vries

14. Early Consultation – Recommendations of the GFC Executive's ad hoc Committee on Program Approval Pathways (no documents)

Tammy Hopper

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

Kate Peters

16. Question Period (no documents)

Tammy Hopper

INFORMATION REPORTS

17. Items Approved by the GFC Academic Standards Committee by email ballots (non-debatable)(no items to date)

Tammy Hopper

18. Information Items Forwarded to Committee Members Between Meetings (no items to date)

Tammy Hopper

CLOSING SESSION

19. Next Meeting of ASC: October 17, 2019

Tammy Hopper

20. Next General Faculties Council Meeting: September 23, 2019

Tammy Hopper
### Presenter(s):

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tammy Hopper</td>
<td>Vice-Provost (Programs), Chair GFC Academic Standards Committee</td>
</tr>
<tr>
<td>Marion Haggarty-France</td>
<td>University Secretary</td>
</tr>
<tr>
<td>Meg Brolley</td>
<td>Secretary to GFC and Manager of GFC Services</td>
</tr>
<tr>
<td>Monika Keelan</td>
<td>Associate Professor, Faculty of Medicine and Dentistry</td>
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<tr>
<td>Janice Causgrove Dunn</td>
<td>Associate Dean, Faculty of Graduate Studies and Research</td>
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<tr>
<td>Maria Chia</td>
<td>Graduate Governance and Policy Coordinator, Faculty of Graduate Studies and Research</td>
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<tr>
<td>Samira ElAtia</td>
<td>Associate Dean, Graduate Studies, Campus Saint-Jean</td>
</tr>
<tr>
<td>Jill Hall</td>
<td>Assistant Dean, Faculty of Pharmacy and Pharmaceutical Sciences</td>
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<tr>
<td>Dion Brocks</td>
<td>Associate Dean, Faculty of Pharmacy and Pharmaceutical Sciences</td>
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<tr>
<td>Gerda de Vries</td>
<td>Associate Dean, Faculty of Science</td>
</tr>
<tr>
<td>Kate Peters</td>
<td>Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)</td>
</tr>
</tbody>
</table>

Documentation was before members unless otherwise noted.

Meeting REGRETS to: Heather Richholt, 780-492-1937, richholt@ualberta.ca
Prepared by: Heather Richholt, Committee Coordinator
University Governance [www.governance.ualberta.ca](http://www.governance.ualberta.ca)
OPENING SESSION

1. Approval of the Agenda

   Materials before members are contained in the official meeting file.

   Motion: Mündel/Agarwal

   THAT the GFC Academic Standards Committee approve the Agenda. **CARRIED**

2. Approval of the Open Session Minutes of May 16, 2019

   Materials before members are contained in the official meeting file.

   Motion: Mündel/Nagel

   THAT the GFC Academic Standards Committee approve the Open Session Minutes of May 16, 2019. **CARRIED**

3. Comments from the Chair (no documents)

   **Presenter(s):** Tammy Hopper, Vice-Provost (Programs) and Chair, GFC ASC

   **Discussion:**
   The Chair had no comments.

ACTION ITEMS
4A. Transfer Credit Approvals for June 2019, Office of the Registrar

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the transfer credit approvals for June 2019.

CARRIED

4B. Proposed Changes to Entrance Requirements for Criminology, Faculty of Arts

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to entrance requirements for Criminology, Faculty of Arts.

CARRIED

5. Proposed Changes to Existing Entrance Requirements for Graduate Programs in Law, Faculty of Law, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Matthew Lewans, Associate Dean, Faculty of Law

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
Dr Raivio noted that items 5 through 15 were part of the FGSR Calendar compliance project to ensure that all the appropriate information was included in the university Calendar.

There was no discussion.

Motion: Ruetalo/Nagel

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, proposed changes to existing Entrance Requirements for the LLM and PhD programs in the Faculty of Law, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Law, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

6. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Pharmacy and Pharmaceutical Sciences, Faculty of Pharmacy and Pharmaceutical Sciences, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Scott Simpson, Associate Dean, Faculty of Pharmacy and Pharmaceutical Sciences

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.
Discussion:
Members discussed entrance requirements and the preference for applicants to have an undergraduate degree in Pharmacy.

Motion: Brocks/Ruetalo

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs in the Faculty of Pharmacy and Pharmaceutical Sciences, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Pharmacy and Pharmaceutical Sciences, and as set forth in Attachment 1, as amended, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

7. Proposed Changes to Existing Entrance Requirements for the MSc Program in Internetworking, Faculty of Science, Faculty of Engineering, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Janelle Harms, Associate Chair, Department of Computing Science, Faculty of Science

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
There was no discussion.

Motion: Johnson/Mündel

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MSc program in Internetworking, as submitted by the Faculty of Graduate Studies and Research, the Faculty of Science, and the Faculty of Engineering, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

8. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in the Department of Chemistry, Faculty of Science, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Michael Serpe, Associate Chair, Department of Chemistry, Faculty of Science

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
There was no discussion.
Motion: Johnson/Mündel

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs in the Department of Chemistry, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Science, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

9. Proposed Changes to Existing Entrance Requirements for the Master of Library and Information Studies (MLIS) Programs, School of Library and Information Studies (SLIS), and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research;

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
There was no discussion.

Motion: Brocks/Barta

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MLIS programs, as submitted by the Faculty of Graduate Studies and Research and the School of Library and Information Studies, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

10. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Rehabilitation Science, Faculty of Rehabilitation Medicine, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Patricia Manns, Associate Dean, Faculty of Rehabilitation Medicine

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
Members discussed allowing letters of recommendation from non-academic referees.

Motion: Ruetalo/Mundel

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs with a specialization in Rehabilitation Science, Faculty of Rehabilitation Medicine, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Rehabilitation Medicine, and as
set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

11. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for the MSc Program in the Department of Occupational Therapy, Faculty of Rehabilitation Medicine, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Shaniff Esmail, Associate Chair, Faculty of Rehabilitation Medicine, Occupational Therapy; Dawn MacRitchie, APO, Department of Occupational Therapy

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
There was no discussion.

Motion: Barta/Johnson

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Requirements for the MSc program in the Department of Occupational Therapy, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Rehabilitation Medicine, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

12. Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in the Department of Medical Microbiology and Immunology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research

Materials before members are contained in the official meeting file.

Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Rob Ingham, Associate Professor, Department of Medical Microbiology and Immunology, Faculty of Medicine and Dentistry

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
There was no discussion.

Motion: Ruetalo/Nagel

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs in the Department of Medical Microbiology and Immunology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED
13. **Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in the Department of Pharmacology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research**

Materials before members are contained in the official meeting file.

*Presenter(s):* Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Amy Tse, Associate Chair (Graduate Studies) Department of Pharmacology

*Purpose of the Proposal:* The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

*Discussion:*

There was no discussion.

*Motion:*

Mundel/Ruetalo

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs in the Department of Pharmacology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**CARRIED**

14. **Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in the Department of Physiology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research**

Materials before members are contained in the official meeting file.

*Presenter(s):* Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Gregory Funk, Associate Chair (Graduate Studies) Department of Physiology

*Purpose of the Proposal:* The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

*Discussion:*

Members discussed application dates and deadlines for international applicants and deferred admission options for those who were unable to secure visas in time.

*Motion:*

Gokiert/Johnson

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs in the Department of Physiology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**CARRIED**

15. **Proposed Changes to Existing Entrance Requirements for Graduate Programs in the Department of Medicine, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research**

Materials before members are contained in the official meeting file.
Presenter(s): Tracy Raivio, Associate Dean, Faculty of Graduate Studies and Research; Gopinath Sutendra, Associate Chair Graduate Studies, Department of Medicine

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements, program requirements) for this program are listed in the Calendar.

Discussion:
Members discussed alignment of requirements across programs, and GPA standards.

Motion: Mündel/Brocks

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MSc and PhD programs in the Department of Medicine, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED

16. Proposed Changes to Existing Academic Standing Regulations, Augustana Faculty
Materials before members are contained in the official meeting file.

Presenter(s): Karsten Mündel, Associate Dean, Academic, Augustana Faculty

Purpose of the Proposal: The proposal is before the committee to ensure that all Academic Regulations related to academic standing requirements for this program are listed in the Calendar, with precision, clarity, and consistency.

Discussion:
Dr Mündel noted that the Faculty had made some amendments in response to suggestions from the ASC Subcommittee on Standards.

Members discussed implementation in fall 2019, and that "other requirements" for students on academic probation may include student success workshops, student accessibility, or other supports tailored to the needs of the individual student.

Motion: Nagel/Raivio

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Academic Standing Regulations for the Bachelor of Arts, Bachelor of Management in Business Economics, Bachelor of Music, Bachelor of Science, and Bachelor of Science/Bachelor of Education (Secondary) Combined Programs, as submitted by Augustana Faculty, and as set forth in Attachment 1, to take effect beginning in Fall 2019 and to be published in the 2020-2021 Calendar

CARRIED

17. Proposed Suspension of Nine Bachelor of Arts Majors and Significant Program Changes in the Bachelor of Arts and Bachelor of Science Programs, Augustana Faculty
Materials before members are contained in the official meeting file.

Presenter(s): Karsten Mündel, Associate Dean, Academic, Augustana Faculty
Purpose of the Proposal: To approve the suspension of nine current majors in the Bachelor of Arts program at Augustana Faculty (Visual Arts, Drama, Economics, English, History, Modern Languages, Music, Philosophy and Religion, and Political Studies), and to consider proposals by Augustana Faculty for the adoption of a new Liberal Arts and Sciences project-based Core, and the creation of new multi-disciplinary fields of study as second-level specializations within the Augustana Bachelor of Arts in Interdisciplinary Studies program, and to recommend these proposals for approval to the GFC Academic Planning Committee.

Discussion:
Dr Mündel explained that Augustana Faculty was in the process of instituting curricular reform that had been developed over the past 6 years and was intended to make Augustana Faculty more sustainable and viable.

The Chair noted that as of July 1, 2019, the new terms of reference for ASC would include reviewing program proposals and providing advice to the Academic Planning Committee.

Ms Brolley noted that the new terms of reference would also see a change to ASC's authority regarding program suspensions. She explained that, for now, ASC had the authority to approve program suspensions and the Board approved terminations but that as of July 1, that authority would switch around to allow the Board to decide suspensions rather than terminations. She noted that programs suspended by ASC before the change would continue to go forward to the Board for termination so that all of the concerned bodies would be informed.

Members discussed Augustana's student support and consultation with the proposed changes, the emphasis on experiential learning, the unique experience at Augustana campus, and the option for current students to change to the new structure or remain and graduate in their current program.

Motion: Nagel/Barta

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the suspension of admissions to the Bachelor of Arts in Visual Art, Drama, Economics, English, History, Modern Languages, Music, Philosophy and Religion, and Political Studies programs, as submitted by Augustana Faculty and as set forth in Attachment 1, to take effect October 1, 2019.

CARRIED

Motion: Johnson/Gokiert

THAT the GFC Academic Standards Committee recommend that the General Faculties Council Academic Planning Committee approve the proposed adoption of a new liberal arts and sciences project-based Core, and the proposal to create new second-level specializations in the Bachelor of Arts Interdisciplinary Studies major in Augustana Faculty, as set forth in Attachment 3, to take effect in Fall 2020.

CARRIED

DISCUSSION ITEMS

18. Election of Vice Chair (no documents)
Presenter(s): Tammy Hopper, Vice-Provost (Programs) and Chair, GFC ASC

Discussion:
Scott Jeffrey was elected as Vice-Chair of ASC by acclamation.

19. 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 presented the following report:

Recently approved:
- Termination of the Cultural and Managerial Study of Sport and Leisure and the Activity and Nutrition specializations in the Bachelor of Kinesiology program

Proposed to Government:
- Thesis-based Masters of Library Information Studies load changes
- Graduate Certificate in School Leadership and Administration - FGSR and FSJ
- Graduate Certificate in School Leadership, FGSR and Faculty of Education
- Augustana Bachelor of Management Name Change
- Augustana suspensions

Finished CAQC Quality Review, back with the Ministry:
- New major in Media Studies - approved at APC June 20, 2018

20. Question Period
Presenter(s): Tammy Hopper, Vice-Provost (Programs) and Chair, GFC ASC; Radim Barta, Graduate Student Member, GFC ASC

Discussion:
Mr Barta reported on the work of the GFC Executive's ad hoc Committee on Program Approval Pathways, which was established to address the ad hoc Committee on Academic Governance Including Delegated Authority's recommendations related to program approvals. He informed members that the committee had met over a day and a half and discussed how the university could best support new and innovative proposals and streamline and clarify the entire process. Mr Barta noted that recommendations would come forward to ASC and other stakeholders in the fall for discussion, feedback and advice.

A member noted that central program approval guidelines, including templates and standard wording would be helpful.

INFORMATION REPORTS

21. Items Approved by the GFC Academic Standards Committee by email ballots (non-debatable)
There were no items.

22. Information Items Forwarded to Committee Members Between Meetings
There were no items.

CLOSING SESSION

23. Adjournment
The Chair welcomed the new GFC undergraduate student representative, Mohamad Jamaleddeen, to the committee.

The Chair adjourned the meeting at 11:03 a.m.
## Governance Executive Summary

**Action Item**

<table>
<thead>
<tr>
<th>Agenda Title</th>
<th>Items Deemed Minor/Editorial</th>
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<tbody>
<tr>
<td>5A. Transfer Credit Approvals for September, 2019, Office of the Registrar</td>
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<td>5D. Proposed Changes to Academic Standing Regulations for the BSc in Human Ecology Program, Faculty of Agricultural, Life and Environmental Sciences</td>
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### Item

<table>
<thead>
<tr>
<th>Action Requested</th>
<th>☒ Approval ☐ Recommendation</th>
</tr>
</thead>
</table>
| Proposed by      | Melissa Padfield, Interim Vice-Provost and Registrar  
Pierre-Yves Mocquais, Dean, Campus Saint-Jean  
Dennis Kunimoto, Interim Dean, Faculty of Medicine and Dentistry  
Stanford Blade, Dean, Faculty of Agricultural, Life and Environmental Sciences |
| Presenter(s)     | Tammy Hopper, Vice-Provost (Programs) and Chair, GFC Academic Standards Committee |

### Details

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<th>Responsibility</th>
<th>Provost and Vice-President (Academic)</th>
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<tbody>
<tr>
<td>The Purpose of the Proposal is (please be specific)</td>
<td>See individual item for detail on proposed changes submitted by Faculties and the Office of the Registrar.</td>
</tr>
</tbody>
</table>
| Executive Summary (outline the specific item – and remember your audience) | The Office of the Provost and Vice-President (Academic) has determined that the proposed changes are editorial in nature.  
ASC’s Terms of Reference provide that “‘Routine and/or Editorial’ refers to proposals which do not involve or affect other Faculties or units and do not form part of a proposal for a new program. Editorial or routine changes include any and all changes to the wording of faculty or program specific admissions or academic standing regulations.” |

### Supplementary Notes and context

<This section is for use by University Governance only to outline governance process.>

**Engagement and Routing** (Include meeting dates)
### Item No. 5

**Consultation and Stakeholder Participation**

(>parties who have seen the proposal and in what capacity<)

*Those who are actively participating:*
- Vice-Provost (Programs) and Chair, GFC Academic Standards Committee
- Faculty Councils
- Representatives of the Office of the Registrar

*Those who have been consulted:*
- 

*Those who have been informed:*
- 

**Approval Route (Governance)**

(including meeting dates)

- See individual item for Faculty approval information
- GFC ASC September 19, 2019

---

### Strategic Alignment

**Alignment with For the Public Good**

Please note the Institutional Strategic Plan objective(s)/strategies the proposal supports.

**Alignment with Institutional Risk Indicator**

Please note below the specific institutional risk(s) this proposal is addressing.

- ☒ Enrolment Management
- ☐ Faculty and Staff
- ☐ Funding and Resource Management
- ☐ IT Services, Software and Hardware
- ☐ Leadership and Change
- ☐ Physical Infrastructure
- ☐ Relationship with Stakeholders
- ☐ Reputation
- ☐ Research Enterprise
- ☐ Safety
- ☒ Student Success

**Legislative Compliance and jurisdiction**

Post-Secondary Learning Act (PSLA)

UAPPOL Admissions Policy

GFC Academic Standards Committee (ASC) Terms of Reference

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1. Attachment A: 2019_09_Approvals
2. Attachment B: Faculté Saint-Jean App Deadline Bed AD
3. Attachment C: Clarification of MD Admission Requirement 2020-21
4. Attachment D: BSc in Human Ecology

*Prepared by:* Heather Richholt, Assistant Secretary to GFC, heather.richholt@ualberta.ca
### Proposals Recommended for APPROVAL of Transfer Credit at the Academic Standards Committee Meeting on September 20, 2019

<table>
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<th>Sending Institution</th>
<th>Sending Institution Courses</th>
<th>UoF A Courses</th>
<th>Transfer Agreement Footnotes</th>
<th>Comments</th>
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# Faculté Saint-Jean

## CALENDAR CHANGE REQUEST

**Early Implementation Winter 2020**

### Current

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**BEd After Degree (Elementary, Secondary Routes)**

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<tr>
<th>Fall Term</th>
<th>March 1</th>
<th>Postsecondary transfer applicant - March 15 (See Note 1)</th>
<th>March 1</th>
<th>March 15 (See Note 1) June 15 (See Note 2)</th>
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</thead>
<tbody>
<tr>
<td>Winter Term</td>
<td><strong>October 1</strong></td>
<td><strong>October 1</strong></td>
<td><strong>October 1</strong></td>
<td><strong>October 1</strong></td>
</tr>
<tr>
<td>Spring/Summer</td>
<td>No admission</td>
<td>No admission</td>
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</table>

### Notes

1. All previously completed course work and course registration of current year.
2. Final results of current year.

### Proposed

<table>
<thead>
<tr>
<th>Admission</th>
<th>Readmission</th>
<th>Other Requirements</th>
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<tbody>
<tr>
<td>Application</td>
<td>Documents</td>
<td>Application</td>
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**BEd After Degree (Elementary, Secondary Routes)**

<table>
<thead>
<tr>
<th>Fall Term</th>
<th>March 1</th>
<th>Postsecondary transfer applicant - March 15 (See Note 1)</th>
<th>March 1</th>
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</thead>
<tbody>
<tr>
<td>Winter Term</td>
<td><strong>No admission</strong></td>
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</table>

16
Faculté Saint-Jean

CALENDAR CHANGE REQUEST

<table>
<thead>
<tr>
<th>Spring/Summer</th>
<th>No admission</th>
<th>No admission</th>
</tr>
</thead>
</table>

Notes
1. All previously completed course work and course registration of current year.
2. Final results of current year.

Rationale:

The number of current undergraduate student enrolled in the Faculté Saint-Jean Education Program is at a record high (over enrolment). In order to control the admissions to the Education program it is best for Faculté Saint-Jean not to offer addition intakes in the Winter Term for the BEd After Degree. This approach will (1) harmonize the deadlines for Admission and Readmission to the BEd After Degree (Elementary, Secondary Routes) with the Bachelor of Education program (Elementary, Secondary Routes) and (2) facilitate the course sequence progression for all students.

Approvals:

FSJ Academic Planning Committee, April 10, 2019
FSJ Executive Committee, April 12, 2019
FSJ Faculté Council, August 23, 2019
<table>
<thead>
<tr>
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<th>PROPOSED</th>
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<tr>
<td><strong>Undergraduate Admission/FoMD/Doctor of Medicine (MD)</strong></td>
<td><strong>Undergraduate Admission/FoMD/Doctor of Medicine (MD)</strong></td>
</tr>
<tr>
<td>III. Medical College Admission Test (MCAT): All applicants must take the MCAT. The MCAT is electronic and there are several writings throughout the year. Please refer to the MCAT website for information on test dates and locations. All information and registration is through the MCAT office at <a href="http://www.aamc.org/mcat">www.aamc.org/mcat</a>. Students must release their MCAT scores through the electronic THx system on the AAMC’s website by the application deadline listed in Undergraduate Application Procedures. If an applicant has written the MCAT more than once, MCAT scores from the most successful sitting will be considered by the Faculty. The MCAT must have been written within the last five years prior to application deadline in Undergraduate Application Procedures. All applicants must write the MCAT prior to submitting an application to the program.</td>
<td>III. Medical College Admission Test (MCAT): All applicants must take the MCAT and meet the minimum requirement for each section to be considered for admission. The MCAT is electronic and there are several writings throughout the year. Please refer to the MCAT website for information on test dates and locations. All information and registration is through the MCAT office at <a href="http://www.aamc.org/mcat">www.aamc.org/mcat</a>. Students must release their MCAT scores through the electronic THx system on the AAMC’s website by the application deadline listed in Undergraduate Application Procedures. If the MCAT has been written more than once, an applicant should enter the MCAT scores from the most successful sitting in their application to be considered by the Faculty. The MCAT must have been written within the last five years prior to application deadline in Undergraduate Application Procedures. All applicants must write the MCAT prior to submitting an application to the program.</td>
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</table>

**Rationale:** To clarify for applicants that they are required to meet the minimum requirement for the MCAT, as determined by the MD Admissions Committee and the Faculty of Medicine and Dentistry, and that it is the applicants’ responsibility to determine which scores to enter in their application.

**Approved by:**
FoMD Faculty Learning Committee (FLC) – July 29, 2019
FoMD Faculty Council – Aug 16, 2019
BSc in Human Ecology
General Information

Practicum Program
Two courses comprise the Practicum Program in Human Ecology: HECOL 408 and HECOL 409. HECOL 408 must be successfully completed prior to completing HECOL 409.

Students are not permitted to register in Practicum Program courses while on academic warning.

Registration in Practicum Program courses is a two-part process. Students must first complete and submit an application form to the Practicum Coordinator in April prior to the academic year they will take their practicum courses. Students then register in HECOL 408 and HECOL 409.

HECOL 408 is offered in Fall and Winter Terms. Students enrolled in Fall Term must complete HECOL 409 in the immediately following Winter Term. Students enrolled in Winter Term must complete HECOL 409 in the immediately following Spring Term.

HECOL 409 is offered in Fall, Winter and Spring Term. Not all cooperating employers offer placements in all terms.

Students registering in Spring Term HECOL 409 will not be eligible for convocation in June immediately following their practicum.

Because of the intensity of the workload while completing HECOL 409, students must not exceed the *15 maximum in course registration for that term.

A student who has been assigned a grade of "W" or "NC" in a Practicum Program course is entitled to a second registration in this course. If a student receives a "W" or "NC" in the second attempt of a Practicum Program course, they are normally required to withdraw from the BSc in Human Ecology program.

Any student who has withdrawn from a Practicum Program course must receive the approval of the Practicum Coordinator to reregister in the course.

During their practicum students are expected to conduct themselves according to the AHEA Code of Ethics and the University of Alberta Code of Student Behavior.

Students may only complete HECOL 409 once within their degree.
Practicum Intervention Policy: The Practicum Coordinator, on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms and conditions of a practicum placement if the Coordinator has reasonable grounds to believe this is necessary in order to protect the public interest. See Practicum Intervention Policy for details.

Accommodation for Persons with Disabilities: The Department of Human Ecology supports the principle of reasonable accommodation. Human Ecology students in need of accommodations during their practicum placement must submit a written request for and formalize a professional practice accommodation plan at the beginning of HECOL 408.

Students may only complete HECOL 409 once within their degree.

Practicum Intervention Policy: The Practicum Coordinator, on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms and conditions of a practicum placement if the Coordinator has reasonable grounds to believe this is necessary in order to protect the public interest. See Practicum Intervention Policy for details.

Accommodation for Persons with Disabilities: The Department of Human Ecology supports the principle of reasonable accommodation. Human Ecology students in need of accommodations during their practicum placement must submit a written request for and formalize a professional practice accommodation plan at the beginning of HECOL 408.

**Proposed by:** Sherry Ann Chapman (instructor; practicum coordinator) and Jane Batcheller (Undergrad Program Committee Chair).

**Rationale for Change:** HECOL 409 would be offered only in Winter and Spring term, due to low enrollment in recent years in Fall term. Also the statement regarding a possible criminal records check is being moved here from the General Information section of the calendar under the BSC in Human Ecology because it is more relevant here.

**Detailed Rationale:** (1) Given that few students complete a Fall-term practicum, dedicating the necessary resources to support HECOL 409 in Fall is not worthwhile. (2) The current practicum coordinator has an additional course to teach in Fall term (i.e., HECOL 100, with 90 students), compared with the previous practicum coordinator. (3) A Fall offering of HECOL 409 is not needed because students can be accommodated in the Spring offering; they may have one to three courses to complete after a Spring practicum.

**Documentation of Approval/Consultation:** Approved by the Undergraduate Program Committee on Feb 1, 2019 and HECOL Department Council on Feb 12, 2019.
Item No. 6

Governance Executive Summary
Action Item

<table>
<thead>
<tr>
<th>Agenda Title</th>
<th>Proposed Changes to Existing Entrance Requirements for Graduate Programs in Elementary Education, Faculty of Education and Faculty of Graduate Studies and Research</th>
</tr>
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Motion
THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MSc and PhD programs in the Department of Elementary Education, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Education, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

Item

<table>
<thead>
<tr>
<th>Action Requested</th>
<th>☒ Approval  ☐ Recommendation</th>
</tr>
</thead>
</table>

Proposed by
Brooke Milne, Vice Provost and Dean, FGSR
Jennifer Tupper, Dean, Faculty of Education

Presenter(s)
Jennifer Branch-Mueller, Associate Chair, Elementary Education, Faculty of Education
Janice Causgrove Dunn, Associate Dean, FGSR
Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Details

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Provost and Vice-President (Academic)</th>
</tr>
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The Purpose of the Proposal is (please be specific)
The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements) for this program are listed in the Calendar.

Executive Summary (outline the specific item – and remember your audience)
FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:
- Ensuring all entrance requirements are in the calendar, including clarification of requirement for prior work experience, all supporting documentation and application deadlines
- Updating formatting and inserting standard calendar wording

This Calendar update reflects current practice.

Supplementary Notes and context
The ASC Subcommittee on Standards considered this item and no questions or concerns arose.

Engagement and Routing (Include meeting dates)
Consultation and Stakeholder Participation  
(party who have seen the proposal and in what capacity)

Those who are actively participating:
- Jennifer Branch-Mueller, Associate Chair, Graduate Studies

Those who have been consulted:
- Maria Chia (Graduate Calendar project specialist)
- Janice Hurlburt, Graduate Governance and Policy Coordinator

Those who have been informed:

Approval Route (Governance)  
(including meeting dates)

Faculty of Education Graduate Academic Affairs Council (GAAC) June 3, 2019
GFC ASC Subcommittee on Standards September 5, 2019
GFC Academic Standards Committee September 19, 2019

Strategic Alignment

Alignment with For the Public Good

OBJECTIVE 21:
Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.

Alignment with Institutional Risk Indicator

Please note below the specific institutional risk(s) this proposal is addressing.

- ❏ Enrolment Management
- ❏ Faculty and Staff
- ❏ Funding and Resource Management
- ❏ IT Services, Software and Hardware
- ❏ Leadership and Change
- ❏ Physical Infrastructure
- ❏ Relationship with Stakeholders
- ❏ Reputation
- ❏ Research Enterprise
- ❏ Safety
- ❏ Student Success

Legislative Compliance and jurisdiction

Post-Secondary Learning Act (PSLA)
UAPPOL Admissions Policy
GFC Academic Standards Committee (ASC) Terms of Reference

Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page(s) 1 - <>) Department of Elementary Education graduate programs Calendar change request

Prepared by: Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca
2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:

<table>
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<tr>
<td><strong>Graduate Programs</strong></td>
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<tr>
<td>Elementary Education [Graduate]</td>
<td>Elementary Education [Graduate]</td>
</tr>
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<td>[...]</td>
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</table>

**Entrance Requirements**

The Department’s minimum admission requirements to the master’s program include a valid teaching certificate, and an undergraduate degree equivalent to a BEd degree from the University of Alberta with a minimum grade point average of 3.3 on the last graded ★60 completed. Successful teaching experience is also required.

To be admitted to the EdD or PhD program a candidate is normally required to have the equivalent of a University of Alberta MEd degree, a minimum GPA of 3.3, as well as successful teaching experience. Under certain circumstances it is possible to enter with the equivalent of the BEd degree, but in such instances potential candidates may be required to complete additional course requirements.

Applicants to the MEd programs must also have a valid teaching certificate, and at least one year of successful teaching experience at the early childhood, elementary or middle classroom level (student teaching and substitute teaching do not qualify).

For doctoral programs, the Department’s minimum admission requirements are an MEd degree from the University of Alberta with an admission GPA of at least 3.3 on the 4-point scale, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

Under certain circumstances it is possible to enter with the equivalent of the BEd degree, but in such instances potential candidates may be required to complete additional course requirements.

Applicants to the doctoral programs also require at least one year of successful teaching experience at the early childhood, elementary or middle classroom level (student teaching and substitute teaching do not qualify).

Where applicable, applicants must provide proof of English Language Proficiency (refer to English Language Requirement). Any one of the following is acceptable:
24 on the speaking and writing and 20 on reading and listening bands of the test. Other acceptable test scores: IELTS with a minimum overall band score of 7.0, with at least 6.5 on each band; MELAB with a minimum score of 90; or CAEL with an overall minimum score of 70, with at least 60 on each subtest.

- a minimum TOEFL score of 93 (Internet-based) with a minimum of 24 on the speaking and writing and 20 on reading and listening bands of the test, or equivalent;
- IELTS with a minimum overall band score of 7.0, with at least 6.5 on each band;
- MELAB with a minimum score of 90;
- CAEL with an overall minimum score of 70, with at least 60 on each subtest.

All applicants are also required to submit the following:

- Current curriculum vitae (résumé) portraying scholarly studies and professional educational activities, such as teaching, curriculum development, consulting, etc.;
- Statement of intent describing reasons for wanting to pursue advanced study in Elementary Education. Applicants to the EdD and PhD should also describe the area of scholarship that they intend to pursue. (500 words approximately);
- Three letters of reference from persons qualified to comment on the applicant’s academic work and potential for graduate study. It is highly recommended that one or more letters be from persons at the institution last attended;
- Applicants to the EdD and PhD programs must submit a sample of written work.

Applicants to the MEd with a specialization in Curriculum and Pedagogy should indicate on their application if they wish to be part of a cohort. See the Department website for further information.

Application deadlines are March 1 for master’s programs and December 1 for doctoral programs.

[...]
### Item No. 7

**Governance Executive Summary**

**Action Item**

| Agenda Title | Proposed Changes to Existing Entrance Requirements for Graduate Programs in Radiology and Diagnostic Imaging, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research |

**Motion**

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MSc and PhD programs in Medical Sciences – Radiology and Diagnostic Imaging, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

<table>
<thead>
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<th>Item</th>
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<td>Brooke Milne, Vice Provost and Dean, FGSR Dennis Kunimoto, Interim Dean, Faculty of Medicine and Dentistry</td>
<td></td>
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<tr>
<td>Presenter(s)</td>
<td>Lawrence Le, Clinical Professor, Faculty of Medicine and Dentistry Janice Causgrove Dunn, Associate Dean, FGSR María Chia, Graduate Governance and Policy Coordinator, FGSR</td>
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**Details**

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<tr>
<td>The Purpose of the Proposal is (please be specific)</td>
<td>The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements) for this program are listed in the Calendar.</td>
</tr>
</tbody>
</table>

FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:

- Ensuring all entrance requirements are in the calendar, including all supporting documentation and all acceptable ELP scores
- Clarification that all potential students must identify a faculty member who agrees to supervise them before applying
- Updating formatting and inserting standard calendar wording

This Calendar update reflects current practice.

**Supplementary Notes and context**

The ASC Subcommittee on Standards considered this item and no questions or concerns arose.
## Engagement and Routing (Include meeting dates)

<table>
<thead>
<tr>
<th>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</th>
<th><strong>Those who are actively participating:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Dr. Lawrence Le, Graduate Coordinator, Department of Radiology and Diagnostic Imaging, Faculty of Medicine &amp; Dentistry</td>
</tr>
<tr>
<td></td>
<td>• Carol Rae, Administrative Assistant, Faculty of Medicine &amp; Dentistry - Radiology &amp; Diagnostic Imaging Dept</td>
</tr>
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</table>

**<For information on the protocol see the Governance Resources section Student Participation Protocol>**

<table>
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<td>• Janice Hurlburt, Graduate Governance and Policy Coordinator</td>
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## Approval Route (Governance) (including meeting dates)

<table>
<thead>
<tr>
<th>FoMD Graduate Programs Committee (GPC) – June 11, 2019</th>
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<tbody>
<tr>
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<tr>
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</tbody>
</table>

## Strategic Alignment

### Alignment with *For the Public Good*

| OBJECTIVE 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals. |

### Alignment with Institutional Risk Indicator

| ☐ Enrolment Management | ☐ Relationship with Stakeholders |
| ☐ Faculty and Staff | ☐ Reputation |
| ☐ Funding and Resource Management | ☐ Research Enterprise |
| ☐ IT Services, Software and Hardware | ☐ Safety |
| ☐ Leadership and Change | ☐ Student Success |
| ☐ Physical Infrastructure |

### Legislative Compliance and jurisdiction

| Post-Secondary Learning Act (PSLA) |
| UAPPOL Admissions Policy |
| GFC Academic Standards Committee (ASC) Terms of Reference |

## Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page(s) 1 - <>) Department of Radiology and Diagnostic Imaging graduate programs Calendar change request

*Prepared by: Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca*
**2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:**

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<td>Radiology and Diagnostic Imaging [Graduate]</td>
<td>Radiology and Diagnostic Imaging [Graduate]</td>
</tr>
</tbody>
</table>

### Entrance Requirements

**Current**

The Department's minimum entrance requirements are graduation in medicine for the clinical research areas, and in the appropriate scientific disciplines for the other research studies, with an average of 3.0 (or equivalent) in the last two years of undergraduate (or graduate) work at the University of Alberta. Applicants with an equivalent qualification from a recognized institution will be considered for graduate studies.

*Where applicable (see University Calendar English Language Requirement), applicants must obtain a minimum score of 550 (paper-based) or 88 (Internet-based) on the TOEFL test.*

### Proposed

**Entrance Requirements**

The Department's minimum admission requirements are an undergraduate degree with an admission GPA of at least 3.0 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last 60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

**Applicants must have** graduated in medicine for the clinical research areas, or in the appropriate scientific disciplines for the other research areas.

Where applicable, applicants must provide proof of English Language Proficiency (refer to English Language Requirement). Any one of the following is acceptable:

- a minimum TOEFL score of 95 (Internet-based) or equivalent
- IELTS minimum score of 7.0 with at least 6 on each band
- an equivalent score on an English Language Proficiency test approved by the Faculty of Graduate Studies and Research

Prior to applying, applicants must have identified a faculty member who agrees to supervise their program.

All applicants are also required to submit

- statement of intent
- CV
- three letters of reference
Justification: FGSR Calendar compliance

FGSR Calendar Compliance:
- Clarification of entrance requirements including all supporting documentation
- Adding the IELTS score the Department of Radiology and Diagnostic Imaging currently accepts
- Clarification was provided that all potential students must identify a faculty member who agrees to supervise them before applying.
- Reformatting and adding standard wording to bring calendar entry in line with FGSR Graduate Program Calendar entry checklist

This calendar update reflects current practice.

Approved by:
FoMD Graduate Programs Committee (GPC) – June 11, 2019
FoMD Faculty Learning Committee – June 21, 2019
FoMD Faculty Council Committee – July 9, 2019
Item No. 8

Governance Executive Summary
Action Item

| Agenda Title | Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Obstetrics and Gynecology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research |

**Motion**

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs in Medical Sciences – Obstetrics and Gynecology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

**Item**

<table>
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<tbody>
<tr>
<td>Proposed by</td>
<td>Brooke Milne, Vice Provost and Dean, FGSR</td>
</tr>
<tr>
<td>Presenter(s)</td>
<td>Denise Hemmings, Graduate Coordinator, Department of Obstetrics and Gynecology, Faculty of Medicine and Dentistry</td>
</tr>
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**Details**

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<tr>
<td>The Purpose of the Proposal is <em>(please be specific)</em></td>
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| Executive Summary *(outline the specific item – and remember your audience)* | FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:  
  * Ensuring all entrance requirements are in the calendar, including all supporting documentation and the requirement of identifying a supervisor prior to application  
  * Clarification of Academic Standing requirements  
  * Clarification of Residence Requirements  
  * Updating formatting and inserting standard calendar wording  
  This Calendar update reflects current practice. |

**Supplementary Notes and context**

*The ASC Subcommittee on Standards considered this item and no questions or concerns arose.*

**Engagement and Routing** (Include meeting dates)
Consultation and Stakeholder Participation
(parties who have seen the proposal and in what capacity)

<For information on the protocol see the Governance Resources section Student Participation Protocol>

<table>
<thead>
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<tr>
<td>• Dr. Denise Hemmings, Graduate Program Coordinator, Department of Obstetrics and Gynecology, Faculty of Medicine &amp; Dentistry</td>
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Approval Route (Governance)
(including meeting dates)

| FoMD Graduate Programs Committee (GPC) – June 11, 2019 |
| FoMD Faculty Learning Committee – June 21, 2019 |
| FoMD Faculty Council Committee July 9, 2019 |
| GFC ASC Subcommittee on Standards September 5, 2019 |
| GFC Academic Standards Committee September 19, 2019 |

Strategic Alignment

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<td>Post-Secondary Learning Act (PSLA)</td>
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Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page(s) 1 - <>) Department of Obstetrics and Gynecology graduate programs Calendar change request

Prepared by: Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca
### 2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:

<table>
<thead>
<tr>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Graduate Programs</strong>&lt;br&gt;Obstetrics and Gynecology [Graduate]</td>
<td><strong>Graduate Programs</strong>&lt;br&gt;Obstetrics and Gynecology [Graduate]</td>
</tr>
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<td>[...]</td>
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</tbody>
</table>

#### Entrance Requirements

*The Department’s normal requirements for admission of graduate students are those outlined under the Medical Sciences Graduate Program. In addition, the Department of Obstetrics and Gynecology requires a minimum of 3.2 or equivalent GPA during each of the previous two years of university.*

*Entrance Requirements*

*The Department's minimum admission requirements are an undergraduate degree with an admission GPA of at least 3.2 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.*

Where applicable, applicants must provide proof of English Language Proficiency (refer to *English Language Requirement*). Any one of the following is acceptable:

- TOEFL internet-based score equivalent of 95, with at least 20 per section, or equivalent
- MELAB minimum score of 91
- CAEL minimum score of 70 with at least 70 on each subtest
- IELTS minimum score of 7.0 with at least 6 on each band
- PTE minimum score of 65

Applicants must identify a supervisor willing to provide support throughout the program prior to application. The supervisor must demonstrate that there is sufficient financial support for a minimum of two years.

Applicants are also required to submit:

- A one-page summary of previous research experiences (if any) and current research interests
- Curriculum Vitae, including a publication list
- Three academic reference letters

**Academic Standing Requirement**

Students must maintain a minimum cumulative grade point average of 3.0 or higher on the 4-point scale throughout their program.
Graduate Program Requirements
The Degree of MSc [Obstetrics and Gynecology] [Graduate]

Program Description

The Degree of PhD [Obstetrics and Gynecology] [Graduate]

Program Description

Residency Requirements
MSc students must be registered full-time on campus for a minimum of 12 consecutive months.

Residency Requirements
PhD students must be registered full-time on campus for a minimum of 36 consecutive months. Residency is cumulative for students who change program category from the MSc to PhD program.

Justification:
FGSR Calendar Compliance Project
- Ensuring entrance requirements are in the calendar, including required supporting documentation
- Clarification of entrance, academic standing, and program requirements
- Reformatting to bring calendar entry in line with FGSR Graduate Program Calendar entry checklist

All changes represent current practice

Approved by:
FoMD Graduate Programs Committee (GPC) – June 11, 2019
FoMD Faculty Learning Committee – June 21, 2019
FoMD Faculty Council Committee – July 9, 2019
GFC ACADEMIC STANDARDS COMMITTEE
For the Meeting of September 19, 2019

Item No. 9

Governance Executive Summary
Action Item

| Agenda Title | Proposed Changes to Existing Entrance Requirements for Graduate Programs in Oncology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research |

Motion
THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MSc and PhD programs in Cancer Sciences and Medical Physics in the Department of Oncology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

<table>
<thead>
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<th>Item</th>
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<th>☐ Recommendation</th>
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<tr>
<td>Proposed by</td>
<td>Brooke Milne, Vice Provost and Dean, FGSR Dennis Kunimoto, Interim Dean, Faculty of Medicine and Dentistry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Presenter(s)</td>
<td>Alan Underhill, Associate Professor, Faculty of Medicine and Dentistry Mary Burns, Training Program and Grant Admin, Oncology Janice Causgrove Dunn, Associate Dean, FGSR Maria Chia, Graduate Governance and Policy Coordinator</td>
<td></td>
<td></td>
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Details

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<tr>
<td>The Purpose of the Proposal is (please be specific)</td>
<td>The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements) for this program are listed in the Calendar.</td>
</tr>
</tbody>
</table>
| Executive Summary (outline the specific item – and remember your audience) | FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:  
  - Ensuring all entrance requirements are in the calendar, including all supporting documentation and application deadlines  
  - Adding the IELTS and Pearson ELP scores the Department of Oncology currently accepts  
  - Adding the requirement that applicants to Cancer Sciences are encouraged to identify a potential supervisor prior to admission.  
  - Updating formatting and inserting standard calendar wording  
This Calendar update reflects current practice. |

Supplementary Notes and context
The ASC Subcommittee on Standards considered this item and no questions or concerns arose.

Engagement and Routing (Include meeting dates)
### Consultation and Stakeholder Participation
(parties who have seen the proposal and in what capacity)

*Those who are actively participating:*
- Dr. Alan Underhill, Associate Chair Graduate Studies, Department of Oncology, Faculty of Medicine & Dentistry
- Mary Burns, Training Program Assistant, Department of Oncology

*Those who have been consulted:*
- Maria Chia (Graduate Calendar project specialist)
- Janice Hurlburt, Graduate Governance and Policy Coordinator

*Those who have been informed:*

### Approval Route (Governance) (including meeting dates)
- FoMD Graduate Programs Committee (GPC) – June 11, 2019
- FoMD Faculty Learning Committee – June 21, 2019
- FoMD Faculty Council Committee July 9, 2019
- GFC ASC Subcommittee on Standards September 5, 2019
- GFC Academic Standards Committee September 19, 2019

### Strategic Alignment

**Alignment with For the Public Good**

OBJECTIVE 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.

**Alignment with Institutional Risk Indicator**

- ☐ Enrolment Management
- ☐ Faculty and Staff
- ☐ Funding and Resource Management
- ☐ IT Services, Software and Hardware
- ☐ Leadership and Change
- ☒ Physical Infrastructure
- ☐ Relationship with Stakeholders
- ☐ Reputation
- ☐ Research Enterprise
- ☐ Safety
- ☒ Student Success

**Legislative Compliance and jurisdiction**

Post-Secondary Learning Act (PSLA)
UAPPOL Admissions Policy
GFC Academic Standards Committee (ASC) Terms of Reference

### Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page(s) 1 - <>): Department of Oncology graduate programs Calendar change request

*Prepared by:* Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca
## 2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:

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### Entrance Requirements

The Department's normal requirements are a minimum GPA of 3.3 or equivalent in the two most recent years (or last 60 credits) of postsecondary education at a recognized institution.

Where applicable, a paper-based TOEFL score of at least 600 (or 100 Internet-based, with a minimum of 20 on each subtest), is required (see English Language Requirement).

Medical Physics requires a score of 850 or above in GRE Physics.

For the MSc, the Department's minimum admission requirements are an undergraduate degree with an admission GPA of at least 3.3 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last 60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

For the PhD, the Department's minimum admission requirements are a master's degree with an admission GPA of at least 3.3 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last 60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

Where applicable, applicants must provide proof of English Language Proficiency (refer to English Language Requirement). Any one of the following is acceptable:

- a TOEFL score of at least 100 (Internet-based), with a minimum of 20 on each subtest, or equivalent
- a minimum IELTS score of 7.0, with at least 6.0 in each of the four modules that include listening, academic writing, academic reading and speaking
- a minimum Pearson score of 68

International applicants to programs in Medical Physics require a score of 850 or above in GRE Physics.

Prior to applying for admission, applicants to Cancer Sciences are strongly encouraged to identify a supervisor who is willing to pay their stipend. Applicants to Medical Physics are not required to identify a potential supervisor prior to applying for admission.
All applicants are also required to submit the following:
- Curriculum Vitae
- Vision Statement (1 page essay explaining why you are interested in Cancer Sciences or Medical Physics)
- 3 Letters of reference (to be uploaded to the online application separately by each referee)

For Cancer Sciences, the application deadline is April 30 for Fall admission and October 1 for Winter admission.

For Medical Physics the application deadline is April 30 for Fall admission. There is no winter admission for Medical Physics.

Justification:
FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:
- Ensuring all entrance requirements are in the calendar, including all supporting documentation and application deadlines
- Adding the IELTS and Pearson ELP scores the Department of Oncology currently accepts
- Adding the requirement that applicants to Cancer Sciences are encouraged to identify a potential supervisor prior to admission.
- Updating formatting and inserting standard calendar wording
This Calendar update reflects current practice.

Approved by:
FoMD Graduate Programs Committee (GPC) – June 11, 2019
FoMD Faculty Learning Committee – June 21, 2019
FoMD Faculty Council Committee – July 9, 2019
Governance Executive Summary

Action Item

**Agenda Title**
Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for Graduate Programs in Laboratory Medicine and Pathology, Faculty of Medicine and Dentistry, and Faculty of Graduate Studies and Research

**Motion**

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements and Academic Standing Regulations for the MSc and PhD programs in the Department of Laboratory Medicine and Pathology, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

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<td>Monika Keelan, Associate Professor, Faculty of Medicine and Dentistry&lt;br&gt;Janice Causgrove Dunn, Associate Dean, FGSR&lt;br&gt;Maria Chia, Graduate Governance and Policy Coordinator</td>
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<td>The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements) for this program are listed in the Calendar.</td>
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| Executive Summary *(outline the specific item – and remember your audience)* | FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:
  * Ensuring all entrance requirements are in the calendar, including the need to have a supervisor prior to admission (thesis-based programs), all supporting documentation and application deadlines
  * Clarification of Academic Standing requirements
  * Updating formatting and inserting standard calendar wording
This Calendar update reflects current practice. 
Proof of English language proficiency requirement: LMP’s minimum required overall scores have not changed, but the minimum individual band/section/subtest scores have changed to align with FGSR’s new requirement.

Admission requirements for the MSc (course based) with specialization Pathologists’ Assistant: Mathematics (★3) has been added to meet accreditation NAACLS requirements which is being sought for this program. Applicants are also now being encouraged to complete prerequisite courses in the last 10 years to help ensure the student’s knowledge is current when entering the program. |

**Supplementary Notes and context**
Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)

<For information on the protocol see the Governance Resources section Student Participation Protocol>

**Those who are actively participating:**
- Monika Keelan, Coordinator, Graduate Studies, Department of Laboratory Medicine and Pathology, Faculty of Medicine & Dentistry
- Cheryl Titus, Graduate Program Advisor/Admissions Administrator, Faculty of Medicine & Dentistry - Laboratory Medicine & Pathology Dept

**Those who have been consulted:**
- Maria Chia (Graduate Calendar project specialist)
- Janice Hurlburt, Graduate Governance and Policy Coordinator

**Those who have been informed:**

| Approval Route (Governance) (including meeting dates) | FoMD Graduate Programs Committee (GPC) – June 11, 2019  
FoMD Faculty Learning Committee – July 3, 2019  
FoMD Faculty Council Committee July 22, 2019  
GFC ASC Subcommittee on Standards September 5, 2019  
GFC Academic Standards Committee September 19, 2019 |
|--------------------------------------------------------|

### Strategic Alignment

<table>
<thead>
<tr>
<th>Alignment with <em>For the Public Good</em></th>
<th>OBJECTIVE 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</th>
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<tr>
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<th>Please note below the specific institutional risk(s) this proposal is addressing.</th>
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| ☐ Enrolment Management  
☐ Faculty and Staff  
☐ Funding and Resource Management  
☐ IT Services, Software and Hardware  
☐ Leadership and Change  
☐ Physical Infrastructure | ☐ Relationship with Stakeholders  
☐ Reputation  
☐ Research Enterprise  
☐ Safety  ☒ Student Success |

| Legislative Compliance and jurisdiction | Post-Secondary Learning Act (PSLA)  
UAPPOL Admissions Policy  
UAPPOL Academic Standing Policy  
GFC Academic Standards Committee (ASC) Terms of Reference |
|-----------------------------------------|--------------------------------------------------------------------------------|

Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page(s) 1 - <>): Department of Laboratory Medicine and Pathology graduate programs Calendar change request

*Prepared by:* Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca
2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:

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<td>[Graduate]</td>
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<tr>
<td><strong>Entrance Requirements</strong></td>
<td><strong>Entrance Requirements</strong></td>
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<td></td>
<td><strong>For all programs EXCEPT MSc (course-based) with specialization in Pathologists’ Assistant</strong></td>
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<tr>
<td>Candidates must hold a baccalaureate</td>
<td>The Department's minimum admission requirements are a baccalaureate degree with an admission GPA of at least 3.0 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.</td>
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<tr>
<td>or its academic equivalent to enter</td>
<td>Where applicable, applicants must provide proof of English Language Proficiency (refer to English Language Requirement). Any one of the following is acceptable:</td>
</tr>
<tr>
<td>this program. The Department</td>
<td>• internet-based TOEFL score of 95 with at least 21 per section; or</td>
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<tr>
<td>requires a minimum admission grade</td>
<td>• IELTS (Academic) score of 7.0 with at least 6 on each band; or</td>
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<tr>
<td>point average equivalent to a 3.0</td>
<td>• PTE (Academic) score of 65 with a minimum band score of 60; or</td>
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<tr>
<td>on most 4-point grading systems,</td>
<td>• CAEL score of 70 with at least 70 on each subtest.</td>
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<td>based on the last two years of</td>
<td>Applicants to thesis-based master's programs and doctoral programs must have a qualified faculty member agree to supervise them prior to admission.</td>
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<td>full-time study at a recognized</td>
<td>Applicants are also required to submit the following:</td>
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<td>institution.</td>
<td>• Curriculum Vitae or Resume</td>
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<td>Where applicable (see English</td>
<td>• Completed Research Interests form</td>
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<tr>
<td>Language Requirement), candidates</td>
<td>• Three references submitted via the online application system</td>
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<td>must obtain a TOEFL score of at</td>
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<td>least 95 (internet-based, with at</td>
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<td>least 20 per section) or 570</td>
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<td>(paper-based), or equivalent IELTS,</td>
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<td>PTE, MELAB or CAEL scores.</td>
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</table>
Inquiries regarding these requirements should be directed to the Graduate Coordinator of the Department of Laboratory Medicine and Pathology.

For Canadian citizens and permanent residents, the application deadlines are:
- August 1 for Fall admission
- November 15 for Winter admission
- April 1 for Spring admission
- June 1 for Summer admission

For International applicants, the application deadlines are:
- May 15 for Fall admission
- September 15 for Winter admission
- January 15 for Spring (May) admission
- March 15 for Summer (July) admission

Inquiries regarding these requirements should be directed to the Graduate Program Advisor of the Department of Laboratory Medicine and Pathology.

For MSc (course based) with specialization in Pathologists’ Assistant
The Department’s minimum admission requirements are a baccalaureate degree with an admission GPA of at least 3.0 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last $\star$60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

Where applicable, applicants must provide proof of English Language Proficiency (refer to English Language Requirement). Any one of the following is acceptable:
- internet-based TOEFL score of 95 with at least 21 per section; or
- IELTS (Academic) score of 7.0 with at least 6 on each band; or
- PTE (Academic) score of 65 with a minimum band score of 60; or
- CAEL score of 70 with at least 70 on each subtest.

Applicants must have the following prerequisites:
- Microbiology ($\star$3), Biology ($\star$6), Physiology ($\star$3), Biochemistry ($\star$6), ANAT 200 or equivalent, English ($\star$6) and a course in Medical Terminology.

It is to the applicant's advantage to have completed all prerequisite courses within the last 10 years.

Applicants are required to submit the following:
- Curriculum Vitae or Resume

For the Pathologists’ Assistant specialization, candidates must also have the following prerequisites: Microbiology ($\star$3), Biology ($\star$6), Physiology ($\star$3), Biochemistry ($\star$6), ANAT 200 or equivalent, English ($\star$6) and a course in Medical Terminology.
Students must maintain a cumulative program GPA of 3.0.

Graduate Program Requirements
The Degree of MSc (Laboratory Medicine and Pathology) [Graduate]

Course and Practicum Based
Degree of MSc with Specialization in Pathologists' Assistant

The Degree of PhD (Laboratory Medicine and Pathology) [Graduate]
Justification:

**Calendar compliance project:** The following revisions have been made to the existing regulations in the Calendar:
- Ensuring all entrance requirements are in the calendar, including the need to have a supervisor prior to admission (thesis-based programs), all supporting documentation and application deadlines
- Clarification of Academic Standing requirements
- Updating formatting and inserting standard calendar wording

This Calendar update reflects current practice.

**Proof of English language proficiency requirement:** LMP’s minimum required overall scores have not changed, but the minimum individual band/section/subtest scores have changed to align with FGSR’s new requirement.

**Admission requirements for the MSc (course based) with specialization Pathologists’ Assistant:** Mathematics (★3) has been added to meet accreditation NAACLS requirements which is being sought for this program. Applicants are also now being encouraged to complete prerequisite courses in the last 10 years to help ensure the student’s knowledge is current when entering the program.

Approved by:
- FoMD Graduate Programs Committee (GPC) – June 11, 2019
- FoMD Faculty Learning Committee – July 3, 2019
- FoMD Faculty Council Committee – July 22, 2019
Governance Executive Summary
Action Item

| Agenda Title | Proposed Changes to Existing Entrance Requirements for the Master of Arts in études canadiennes, Faculté Saint-Jean and Faculty of Graduate Studies and Research |

Motion
THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing Entrance Requirements for the MA in études canadiennes, as submitted by the Faculty of Graduate Studies and Research and Faculté Saint-Jean, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

Item

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<td>Brooke Milne, Vice Provost and Dean, FGSR  Pierre-Yves Mocquais, Dean, Faculté Saint-Jean</td>
</tr>
<tr>
<td>Presenter(s)</td>
<td>Samira ElAtia, Director of Graduate Studies, Faculté Saint-Jean  Janice Causgrove Dunn, Associate Dean, FGSR  Maria Chia, Graduate Governance and Policy Coordinator, FGSR</td>
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<td>The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements) for this program are listed in the Calendar.</td>
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<td>Executive Summary (outline the specific item – and remember your audience)</td>
<td>FGSR Calendar compliance.  The following revisions have been made to the existing regulations in the Calendar:  • Ensuring all entrance requirements are in the calendar, including clarification of French language requirement and all supporting documentation  • Updating formatting and inserting standard calendar wording  This Calendar update reflects current practice.</td>
</tr>
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</table>

Supplementary Notes and context

Engagement and Routing (Include meeting dates)
Consultation and Stakeholder Participation

*Those who are actively participating:*
• Samira ElAtia, Director of Graduate Studies, Faculté Saint-Jean  • Marie Simuong, Coordinator, Governance, Faculté Saint-Jean
Item No. 11

(parties who have seen the proposal and in what capacity)  
Those who have been consulted:  
• Maria Chia (Graduate Calendar project specialist)  
• Janice Hurlburt, Graduate Governance and Policy Coordinator  
Those who have been informed:

Approval Route (Governance)  
(including meeting dates)  
Faculté Saint-Jean Council December 14, 2018  
GFC ASC Subcommittee on Standards September 5, 2019  
GFC Academic Standards Committee September 19, 2019

Strategic Alignment

Alignment with *For the Public Good*  
OBJECTIVE 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.

Alignment with Institutional Risk Indicator  
Please note below the specific institutional risk(s) this proposal is addressing.

☐ Enrolment Management  
☐ Faculty and Staff  
☐ Funding and Resource Management  
☐ IT Services, Software and Hardware  
☐ Leadership and Change  
☐ Physical Infrastructure

☐ Relationship with Stakeholders  
☐ Reputation  
☐ Research Enterprise  
☐ Safety  
☐ Student Success

Legislative Compliance and jurisdiction  
Post-Secondary Learning Act (PSLA)  
UAPPOL Admissions Policy  
GFC Academic Standards Committee (ASC) Terms of Reference

Attachments (each to be numbered 1 - <>)

1. Attachment 1 (page(s) 1 - <>) Faculté Saint-Jean graduate programs Calendar change request

*Prepared by:* María Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca
**2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:**

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<td><strong>Entrance Requirements</strong></td>
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</tr>
<tr>
<td>Faculté Saint-Jean's requirements for admission to the Master of Arts program are as follows:</td>
<td>Faculté Saint-Jean's minimum admission requirements are an undergraduate degree with an admission GPA of at least 3.0 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last 2 years of full-time graded coursework, completed, or on the equivalent of the last two years of full-time graded coursework.</td>
</tr>
<tr>
<td>1. A baccalaureate degree with a cumulative average of 3.0 (or equivalent) in the last 60 of a program with at least 30 of senior undergraduate courses, or the equivalent, in Canadian Studies or courses related to Canadian Studies (courses recognized by the academic institution of the student).</td>
<td>Applicants must have at least 30 of senior undergraduate courses, or the equivalent, in Canadian Studies or courses related to Canadian Studies (courses recognized by the academic institution of the student).</td>
</tr>
<tr>
<td>2. Three letters of reference sent directly to the Faculté Saint-Jean.</td>
<td>Applicants must have adequate French language proficiency, as demonstrated by:</td>
</tr>
<tr>
<td>2. Language requirement: Possession of a baccalaureate degree or its academic equivalent from an academic institution recognized by the University of Alberta, in which the language of instruction is French, or any other relevant formation. The Faculté Saint-Jean reserves the right to require a satisfactory score on an approved French language examination.</td>
<td>(a) Completion of a degree or its university-level equivalent from an institution recognized by the University of Alberta, and where the language of instruction is French. Proof that instruction for the degree was in French is required, OR</td>
</tr>
<tr>
<td>Second language requirement: Proficiency of a second language relevant to the research program (e.g., English or any native language).</td>
<td>(b) a satisfactory score on an approved French proficiency test (the list of language proficiency tests approved by the Faculté Saint-Jean is available at the Faculté Saint-Jean Graduate Studies Office)</td>
</tr>
</tbody>
</table>
Residence
Part-time study may be permitted with the approval of the Graduate Program Coordinator at Faculté Saint-Jean.

Program Requirements

[...]

[moved up to entrance requirements]
Residence
Part-time study may be permitted with the approval of the Graduate Program Coordinator at Faculté Saint-Jean.

[...]

Maîtrise en arts [Graduate]

Conditions d'admission
Les conditions d'admission au programme de Maîtrise en arts en études canadiennes sont les suivantes:

1. L'obtention d'un baccalauréat universitaire avec une moyenne cumulative minimale de 3,0, ou l'équivalent, dans les 60 derniers crédits de cours dont au moins 30 de cours au niveau senior, ou l'équivalent, en Études canadiennes ou des cours reliés aux Études canadiennes (cours reconnus par l'institution de l'étudiant).

2. Trois lettres de recommandation adressées directement à la Faculté Saint-Jean.

3. Compétence langagière: L'obtention d'un baccalauréat universitaire ou son équivalence académique, d'une institution reconnue par la University of Alberta, dans laquelle la langue

Applicants are also required to submit the following:

- Letter of intent indicating the orientation and research area
- One sample of written work (between 5 and 15 pages)
- Two letters of reference sent directly to the Faculté Saint-Jean

Note all documentation must be submitted in French.

[moved up from program requirements]
Residence
Part-time study may be permitted with the approval of the Graduate Program Coordinator at Faculté Saint-Jean.

Program Requirements

[...]

Maîtrise en arts en Études canadiennes [Graduate]

Conditions d'admission
Les exigences minimales d'admission sont un baccalauréat universitaire avec une moyenne cumulative minimale de 3,0 sur une échelle de 4 points, ou une qualification équivalente d'un établissement reconnu. La moyenne générale d'admission sera calculée sur les 60 derniers crédits de cours complétés ou sur l'équivalent des deux dernières années de cours complétés à temps plein.

Les candidats doivent avoir au moins 30 de cours au niveau senior, ou l'équivalent, en Études canadiennes ou des cours reliés aux Études canadiennes (cours reconnus par l'institution de l'étudiant).

Les candidats doivent posséder une compétence langagière adéquate en français; démontrée par:

(a) l'obtention d'un diplôme ou son équivalent universitaire d'un établissement reconnu par l'Université de l'Alberta, et où la langue
d'instruction est le français, ou toute autre formation pertinente. Le Faculté Saint-Jean se réserve le droit d'exiger une note satisfaisante à un examen approuvé de compétence en français. Les exigences d'une langue seconde: compétence dans une langue seconde pertinente au programme de recherche (e.g., Anglais ou une langue maternelle).

Les exigences d'une langue seconde: compétence dans une langue seconde pertinente au programme de recherche (e.g., Anglais ou une langue maternelle).

OU

(b) un résultat satisfaisant à un test de compétence en français approuvé (la liste des tests de compétence linguistique approuvés par la Faculté Saint-Jean est disponible au bureau des études supérieures de la Faculté Saint-Jean).

Les candidats doivent également soumettre les documents suivants :

- Lettre d'intention indiquant l'orientation et le domaine de recherche choisi.
- Un échantillon de travail écrit (entre 5 et 15 pages).
- Deux lettres de recommandation adressées directement à la Faculté Saint-Jean.

Les études à temps partiel peuvent être permises avec l'approbation du responsable du programme des études supérieures à la Faculté Saint-Jean.

Les exigences du programme

[...]
Governance Executive Summary
Action Item

| Agenda Title | Proposed Changes to Existing Entrance Requirements and Academic Standing Regulations for the PharmD for Practicing Pharmacists Program, Faculty of Pharmacy and Pharmaceutical Sciences |

Motion
THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to entrance requirements and academic standing regulations for the PharmD for Practicing Pharmacists program, as submitted by the Faculty of Pharmacy and Pharmaceutical Sciences, and as set forth in attachments 1 and 2, for implementation in Winter 2021 and to be published in the 2020-2021 Calendar.

Item

<table>
<thead>
<tr>
<th>Action Requested</th>
<th>☒ Approval  ☐ Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed by</td>
<td>Jill Hall, Assistant Dean Professional Programs</td>
</tr>
<tr>
<td>Presenter(s)</td>
<td>Jill Hall, Assistant Dean Professional Programs  Dion Brocks, Associate Dean Academic and Student Services</td>
</tr>
</tbody>
</table>

Details

<table>
<thead>
<tr>
<th>Responsibility</th>
<th>Provost and Vice President (Academic)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Purpose of the Proposal is (please be specific)</td>
<td>The proposal is before the committee to enable broader enrollment in the PharmD for Practicing Pharmacists and to align the language regarding Required to Withdraw between professional programs at the Faculty.</td>
</tr>
<tr>
<td>Executive Summary (outline the specific item – and remember your audience)</td>
<td>The PharmD for Practicing Pharmacists (PPP) (non-accredited) degree is intended for early through mid-career pharmacists working in direct patient care settings who would like to advance their knowledge and skills related to evidence based practice, patient assessment, planning and executing patient care decisions, and collaboration and education. It was launched in its full-time/on campus pathway in Fall 2013 and in its part-time/distance pathway in Winter 2016. As originally devised the program was intended for licensed pharmacists in Alberta at a time when the Faculty had no other PharmD program. With the advent of the entry to practice PharmD degree across Canada, our PPP is one of only three in Canada that allows for practicing pharmacists with BSc degrees in Pharmacy to obtain the PharmD degree. For this reason interest has picked up from students in other parts of Canada and internationally. Currently, students enrolling in the PPP program need to be licensed pharmacists in Alberta (with authorization to administer drugs by injection) prior to initiating their experiential placements. These restrictions limit enrolment to pharmacists currently practicing in Alberta and those able to move to Alberta for at least part of the program. The consequence has been that we have had to turn away several excellent candidates even though demand has been increasing from outside of Alberta.</td>
</tr>
</tbody>
</table>
To mitigate this issue, the FoPPS is proposing to remove the requirement for Alberta licensure, which will expand enrolment to include pharmacists practicing across Canada and potentially internationally. This proposal will help the Faculty achieve the university’s strategic goal of ‘Building a diverse, inclusive community of exceptional students’ and the Faculty’s strategic goal of ‘Advancing the profession through exemplary educational programs’, by providing access to a broader group of practicing pharmacists.

There are no anticipated resource implications related with this change.

This change will allow the faculty to broaden recruitment nationally and make international recruitment feasible.

In addition, the comparative table (entitled Academic Standing) outlines an addition to the Appeals and Grievances section, wherein it is clarified that students who are required to withdraw from the PPP program are normally not readmitted to the program. This language aligns with the undergraduate PharmD program offered by the Faculty.

| Supplementary Notes and context | <This section is for use by University Governance only to outline governance process.> |

**Engagement and Routing (Include meeting dates)**

**Consultation and Stakeholder Participation** (parties who have seen the proposal and in what capacity)

<For information on the protocol see the Governance Resources section Student Participation Protocol>

**Those who are actively participating:**
- Jill Hall, Assistant Dean, Professional Programs
- Rene Breault, Director, PharmD for Practicing Pharmacists
- Stuart Drozd, PPP Program Administrator

**Those who have been consulted:**
- Ann Thompson, Assistant Dean, Experiential Education
- Faculty of Pharmacy and Pharmaceutical Sciences Faculty Council, May 29, 2019

**Those who have been informed:**
- Andrea Patrick, Suzanne Branch, March 20, 2019
- Norma Rodenburg, March 22, 2019
- Heather Richholt, Feb 5 and June 6, 2019

**Approval Route (Governance) (including meeting dates)**

Faculty Council – May 29, 2019
ASC Subcommittee on Standards – September 5, 2019
Academic Standards Committee – September 19, 2019

**Strategic Alignment**

**Alignment with For the Public Good**

**Goal:** BUILD a diverse, inclusive community of exceptional students, faculty, and staff from Alberta, Canada, and the world.
- Objective 1: Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world.
Goal: Experience diverse and rewarding learning opportunities that inspire us, nurture our talents, expand our knowledge and skills, and enable our success.

- Objective 7: Increase graduate and undergraduate students’ access to and participation in a broad range of curricular experiential learning opportunities that are well-integrated with program goals and enrich their academic experience.
- Objective 10: Expand access to and engagement in the University of Alberta for learners engaging in continuing and professional education programs, experiences, and lifelong learning activities.

### Alignment with Institutional Risk Indicator

<table>
<thead>
<tr>
<th>Risk Indicator</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrolment Management</td>
<td>☒</td>
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<tr>
<td>Faculty and Staff</td>
<td>☐</td>
</tr>
<tr>
<td>Funding and Resource Management</td>
<td>☐</td>
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<tr>
<td>IT Services, Software and Hardware</td>
<td>☐</td>
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<tr>
<td>Leadership and Change</td>
<td>☐</td>
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<tr>
<td>Physical Infrastructure</td>
<td>☐</td>
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<tr>
<td>Relationship with Stakeholders</td>
<td>☐</td>
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<tr>
<td>Reputation</td>
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<tr>
<td>Research Enterprise</td>
<td>☐</td>
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<tr>
<td>Safety</td>
<td>☐</td>
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<tr>
<td>Student Success</td>
<td>☒</td>
</tr>
</tbody>
</table>

### Legislative Compliance and Jurisdiction

1. Post-Secondary Learning Act (PSLA):
   a. 26(1) Powers of general faculties council
   b. 29(1) (a) and (c) Powers of faculty councils
   c. 60(1) (c) and (d) Board General powers and duties
   d. 61(1) Tuition fees and mandatory non-instructional fees
2. UAPPOL Admissions Policy
3. GFC Academic Standards Committee (ASC) Terms of Reference (Mandate and Role of the Committee)

**Attachments (each to be numbered 1 - <>)**

1. PPP Admissions May2019 (page 1 - 2)
2. PPP Academic Standing May2019 (page 1 - 4)

*Prepared by: Jill Hall, Assistant Dean of Professional Programs, jhall@ualberta.ca*
Calendar Change Request Form

Implementation Type: ☑ Normal ☐ Early Implementation Calendar Year: 2020-21

Type of Change: ☑ Program Regulations ☐ New Course ☐ Course Deletion ☐ Course Change ☐ Editorial

<table>
<thead>
<tr>
<th>Current</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Admissions</strong></td>
<td><strong>Doctor of Pharmacy (PharmD) for Practicing Pharmacists</strong></td>
</tr>
<tr>
<td><strong>I. Minimum Requirements</strong></td>
<td><strong>I. Minimum Requirements</strong></td>
</tr>
<tr>
<td>The minimum requirements for admission to the PharmD program are a Bachelor of Pharmacy degree from a recognized institution. Normally, an overall GPA of at least 3.0 or equivalent in a Bachelor of Pharmacy degree is required.</td>
<td>The minimum requirements for admission to the PharmD for Practicing Pharmacists program is an entry to practice pharmacy degree from a recognized institution. Normally, an overall GPA of at least 3.0 or equivalent in the entry to practice pharmacy degree is required.</td>
</tr>
<tr>
<td><strong>II. Other Requirements</strong></td>
<td><strong>II. Other Requirements</strong></td>
</tr>
<tr>
<td>1. Proof of current licensure or eligibility for licensure as a pharmacist with the Alberta College of Pharmacists (see Note)</td>
<td>1. Proof of current licensure or eligibility for licensure as a pharmacist in the jurisdiction where direct patient care experiential placements will be completed (see Note)</td>
</tr>
<tr>
<td>2. Authorization to administer drugs by injection (see Note)</td>
<td>2. Authorization to administer drugs by injection where legislated. (see Note)</td>
</tr>
<tr>
<td>3. Official transcripts from a Bachelor of Pharmacy program and any other postsecondary education completed</td>
<td>3. Official transcripts from the entry to practice pharmacy program and any other postsecondary education completed</td>
</tr>
<tr>
<td>4. Spoken English Requirement: Applicants must meet a spoken English requirement (see Spoken English Requirement)</td>
<td>4. Spoken English Requirement: Applicants must meet a spoken English requirement (see Spoken English Requirement)</td>
</tr>
<tr>
<td>5. Curriculum vitae (CV)</td>
<td>5. Curriculum vitae (CV)</td>
</tr>
<tr>
<td>6. Cover Letter</td>
<td>6. Cover Letter</td>
</tr>
<tr>
<td>8. Personal interview</td>
<td>8. Personal interview</td>
</tr>
</tbody>
</table>

For further details on the above other requirements, please see PharmD on the Faculty of Pharmacy and Pharmaceutical Studies website: www.ualberta.ca/pharmacy.

For further details on the above other requirements, please see PharmD for Practicing Pharmacists on the Faculty of Pharmacy and Pharmaceutical Studies website: www.ualberta.ca/pharmacy.

Note: Proof of current licensure as a pharmacist with the Alberta College of Pharmacists and authorization to administer drugs by injection can occur after admission to the program, but must occur prior to the first

Note: Proof of current licensure as a pharmacist in the jurisdiction(s) where direct patient care
Rationale: The program currently restricts enrolment to pharmacists licenced to practice in Alberta; this change will enable broader enrolment to include pharmacists practicing across Canada and internationally. The remainder of the changes are editorial.

Notes: For the 2020-21 Calendar

<table>
<thead>
<tr>
<th>Faculty Approval:</th>
<th>Curriculum Committee Original</th>
<th>Faculty Council</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Date: May 15, 2019</td>
<td>Date: May 29, 2019</td>
</tr>
</tbody>
</table>

III. Selection Process
1. The Admissions Committee has the responsibility of selecting from among the applicants those individuals who have the highest levels of professional and academic achievement, and a demonstrated promise to successfully complete the program. The number of applicants is expected to exceed the number of available spaces and therefore not all qualified candidates will be selected for interview or offered admission.
2. Applicants are ranked on academic achievement, professional experience, cover letter, letters of reference and a personal interview.

Deposit: Upon notification of admission, successful applicants will be required to confirm their admission and intention to register by submitting a nonrefundable tuition deposit within the time specified in the letter of acceptance. The deposit will be credited toward payment of tuition upon completion of registration. (See Program-specific Deposits on Confirmation of Admission).
Calendar Change Request Form

Implementation Type: □ Normal  □ Early  Implementation Calendar Year: 2020-21

Type of Change: □ Program Regulations □ New Course □ Course Deletion □ Course Change □ Editorial

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Academic Standing</strong>&lt;br&gt;Doctor of Pharmacy (PharmD) for Practicing Pharmacists&lt;br&gt;1. Grades</td>
<td>Academic Standing&lt;br&gt;Doctor of Pharmacy (PharmD) for Practicing Pharmacists&lt;br&gt;1. Grades</td>
</tr>
<tr>
<td>a. The means of assessing a student's progress and determining a student's grades may vary from one course to another, according to the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades. Students are informed at the beginning of each course how grades are to be determined.</td>
<td>a. The means of assessing a student's progress and determining a student's grades may vary from one course to another, according to the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades. Students are informed at the beginning of each course how grades are to be determined.</td>
</tr>
<tr>
<td>b. Students must satisfactorily complete all components of all courses.</td>
<td>b. Students must satisfactorily complete all components of all courses.</td>
</tr>
<tr>
<td>2. <strong>Reexaminations:</strong> See Reexaminations</td>
<td>2. <strong>Reexaminations:</strong> See Reexaminations</td>
</tr>
<tr>
<td>3. <strong>Promotion and/or Continuation</strong></td>
<td>3. <strong>Promotion and/or Continuation</strong></td>
</tr>
<tr>
<td>a. Academic standing is assessed on the basis of:</td>
<td>a. Academic standing is assessed on the basis of:</td>
</tr>
<tr>
<td>i. Performance in individual courses,</td>
<td>i. Performance in individual courses,</td>
</tr>
<tr>
<td>ii. CR in credit/no credit courses,</td>
<td>ii. CR in credit/no credit courses,</td>
</tr>
<tr>
<td>iii. A minimum letter grade of B- in all courses in which a letter grade is assigned, and</td>
<td>iii. A minimum letter grade of B- in all courses in which a letter grade is assigned, and</td>
</tr>
<tr>
<td>iv. Students must take a minimum of one course in each term unless prior approval is granted by the Director of the PharmD program or the Associate Dean (Student Affairs).</td>
<td>iv. Students must take a minimum of one course in each term unless prior approval is granted by the Director of the PharmD program or the Associate Dean (Student Affairs).</td>
</tr>
<tr>
<td>b. Proof of current licensure as a pharmacist with the Alberta College of Pharmacists and authorization to administer drugs by</td>
<td>b. Proof of current licensure as a pharmacist in the jurisdiction(s) where direct patient care experiential placements will be completed and authorization to</td>
</tr>
</tbody>
</table>
injection must be provided prior to the first rotation commencing and annually.

**c. Satisfactory Standing:** Students are in satisfactory standing when they have completed each required course with a minimum letter grade of B- or assigned a grade of CR in credit/no credit courses.

d. **Conditional Standing:** Students are placed in this category and placed on Academic Warning when upon a first attempt at a course, the student has not achieved a minimum grade of B- or a grade of CR in credit/non-credit courses. In such cases the student must retake the course involved the next time it is offered. Such students will clear their Academic Warning upon achieving a grade of B- or CR on the second attempt in order to be placed in Satisfactory Standing.

e. **Required to Withdraw:**

   i. Students who fail to achieve a minimum grade of B- or a grade of CR in credit/non-credit courses a second time will be Required to Withdraw from the program.

   ii. Any student who fails to achieve a grade of CR in more than two of the required experiential courses on the first attempt will be Required to Withdraw from the PharmD program.

   iii. Failure to provide documentation of current licensure and authorization to administer drugs by injection with the Alberta College of Pharmacists will necessitate withdrawal from the program.

4. **Appeals and Grievances:** Decisions on academic standing are made by the Faculty Council. Appeals may be made to the Academic Appeals Committee. Certain academic standing decisions made by the Faculty Academic Appeals Committee may be appealed to the General Faculties Council Academic Appeals Committee.
Enquiries concerning standing in individual courses should be made to the professor in charge of the course. If the issue is still not resolved, the student may report the matter to the Office of the Dean for enquiry. See Appeals and Grievances for further information.

The Faculty’s regulations governing academic appeals and grade appeals may be obtained in the Dean’s Office.

5. Leave of Absence: Students must register in one course per term. Students who desire a temporary discontinuation of their program must obtain prior approval for a Leave of Absence by submitting a request to the Student Services Office. A Leave of Absence will not be granted automatically. Note: An approved Leave of Absence will be granted for a maximum 12-month period of time.

Graduation

1. Time Limit for Completion of Degree:
Normally, all students must complete their degree requirements within five years from the time of their initial admission. This time limit includes all time during which a student is not in attendance, either by personal choice or as a result of suspension or requirement to withdraw. This time will not apply to leaves granted by the Faculty to the student for medical or other reasons. Contact the Faculty regarding options for part-time PharmD studies.

2. Academic Performance for Graduation
Students must attain a grade of B- or CR in all courses in the PharmD program, and must satisfactorily complete all components of all courses.

4. Appeals and Grievances: Decisions on academic standing are made by the Faculty Council. Appeals may be made to the Academic Appeals Committee. Certain academic standing decisions made by the Faculty Academic Appeals Committee may be appealed to the General Faculties Council Academic Appeals Committee. Enquiries concerning standing in individual courses should be made to the professor in charge of the course. If the issue is still not resolved, the student may report the matter to the Office of the Dean for enquiry. See Appeals and Grievances for further information.

The Faculty’s regulations governing academic appeals and grade appeals may be obtained in the Dean’s Office.

5. Leave of Absence: Students must register in one course per term. Students who desire a temporary discontinuation of their program must obtain prior approval for a Leave of Absence by submitting a request to the Student Services Office. A Leave of Absence will not be granted automatically. Note: An approved Leave of Absence will be granted for a maximum 12-month period of time.
Rationale: The program currently restricts enrolment to pharmacists licenced to practice in Alberta; this change will enable broader enrolment to include pharmacists practicing across Canada and internationally. The addition of ‘not normally readmitted’ under 3(e)(iii) better aligns with the PharmD program.

Notes: For the 2020-21 Calendar

<table>
<thead>
<tr>
<th>Submitted by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jill Hall, Assistant Dean Professional Programs</td>
</tr>
</tbody>
</table>

| Faculty Approval: | Curriculum Committee Original Date: May 15, 2019 | Faculty Council Date: May 29, 2019 |
Governance Executive Summary  
Advice, Discussion, Information Item

<table>
<thead>
<tr>
<th>Agenda Title</th>
<th>Proposed Changes to Academic Standing Regulations, Faculty of Science</th>
</tr>
</thead>
</table>

Item

<table>
<thead>
<tr>
<th>Proposed by</th>
<th>Matina Kalcounis-Rueppell, Dean, Faculty of Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presenter</td>
<td>Dr Gerda de Vries, Associate Dean Undergraduate, Faculty of Science</td>
</tr>
</tbody>
</table>

Details

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<tr>
<th>Responsibility</th>
<th>Provost and Vice-President (Academic)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Purpose of the Proposal is (please be specific)</td>
<td>The proposal is before the committee because the Faculty of Science would like feedback on the proposed changes that will impact the awarding of First Class Honors, With Distinction upon graduation, as well as eliminating First Class Standing in the assessment of Academic Standing.</td>
</tr>
</tbody>
</table>
| Executive Summary (outline the specific item – and remember your audience) | We recognize that not all students are able to carry a course load of at least ★24 for a number of life circumstances. Under the Discrimination, Harassment and Duty to Accommodate Policy (UAPPOL), we cannot discriminate against students who are unable to carry a course load of at least ★24 for reasons of a protected ground under human rights legislation. While some students may come forward with information about their particular life circumstance warranting an exception to the requirements to carry a course load of at least ★24, many students will not. Even if all students did, it is impossible to assign a weight to a student’s particular life circumstance and determine an appropriate adjustment to the minimum course load. In addition, it would be difficult to keep a meaningful and accurate registry of students’ life circumstance over time (which may change over the student’s undergraduate career). We also see many records with a missing Fall or Winter term due to students participating in our Student Internship Program (SIP). We make appropriate adjustments for those students, sometimes forcing us to go back more than ★60 to find a year during which the student last carried a course load of at least ★24. Simply focusing on the last ★60 will simplify our processes considerably. We note that most Faculties across campus do not require students to carry a minimum course load to be eligible for the honorifics With Distinction and First-Class Honors. In keeping with the reasons mentioned above, we no longer will assign the First Class Standing honorific during annual Academic Standing assessments. Questions for discussion:  
• How do other Faculties handle course load requirements and honorifics? |
Item No. 13

- Should this be standardized across the university?
- Are there implications to student awards (full normal course load)?

After ASC consultation, the proposed changes will move forward to seek governance approval for implementation in the next academic cycle.

Supplementary Notes and context

<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include proposed plan)

| Consultation and Stakeholder Participation | Approved by Science Chair’s Council; May 16, 2019 |
|                                          | Approved by Faculty Council; May 23, 2019 |
|                                          | Consulted with Martin Pasev, VP Academic, Interdepartmental Science Students’ Society; May 28, 2019 |
|                                          | GFC Academic Standing Committee, for Discussion, September 19, 2019 |
|                                          | Program Advisory Committee, for Discussion, September 26, 2019 |

Strategic Alignment

Alignment with For the Public Good

Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world.

Alignment with Institutional Risk Indicator

Please note below the specific institutional risk(s) this proposal is addressing.

- Enrolment Management
- Faculty and Staff
- Funding and Resource Management
- IT Services, Software and Hardware
- Leadership and Change
- Physical Infrastructure
- Relationship with Stakeholders
- Reputation
- Research Enterprise
- Safety
- Student Success

Legislative Compliance and jurisdiction

Post-Secondary Learning Act
Alberta Human Rights Act
Discrimination, Harassment and Duty to Accommodate Policy (UAPPOL)
GFC Academic Standing Committee Terms of Reference

Attachments:

1. Academic Standing, Graduation, Science Calendar Changes

Prepared by: Julie Naylor, Assistant Dean, Faculty of Science, Julie.naylor@ualberta.ca
Graduation

1. **Application for Graduation**
   Students must be in satisfactory standing in their program (i.e., meet the continuation requirements in their final Fall/Winter) in order to graduate. Students who intend to receive a BSc (General, Specialization, or Honors) Degree must apply for the Degree on Bear Tracks ([https://www.beartracks.ualberta.ca](https://www.beartracks.ualberta.ca)) by February 1 for Spring Convocation or by September 1 for Fall Convocation. All official transcripts from other postsecondary institutions are due by May 1 for Spring Convocation or by October 1 for Fall Convocation.
   Students who intend to apply for admission to an alternate degree program in the Faculty of Science for convocation purposes only must meet all of the admission, continuation, residency and graduation criteria for that BSc program.

2. **Degree Requirements**
   All BSc Degrees require a minimum of ★120. Courses with weights of ★0 are offered for credit only, and, although they may be required in specific degree programs, cannot be used to meet the minimum units of course weight requirement in any degree program.

3. **Convocation**
   All requirements for graduation at Spring Convocation must be met by the end of...
Fall/Winter. Those completing degree requirements during Spring/Summer will graduate at the Fall Convocation.

4. **First-Class Honors**

First-Class Honors Degrees are awarded to any student in an Honors program who obtained:

a. A GPA of at least 3.5 on a minimum of 24 in each of the last two Fall/Winters of the program, and

b. A GPA of at least 3.5 on the last 60 of the program. If determination of the last 60 requires consideration of one or more courses from a given term then all work from that term is included in the calculation for the purposes of qualifying for First-Class Honors. Normally, only UofA courses will be used in the calculation of the GPA for the last 60 of the program.

5. **With Distinction**

The notation "With Distinction" is inscribed on the parchment of a candidate for a General or Specialization degree if the candidate has obtained a GPA of not less than 3.5 over the last 60 and if the student successfully completed 24 or more in each of the last two Fall/Winters. If determination of the last 60 requires consideration of one or more courses from a given term then all work from that term is included in the calculation for the purposes of qualifying for With Distinction. Normally, only UofA courses will be used in the calculation of the GPA for the last 60 of the program. Further regulations regarding academic standing, promotion, and graduation vary from program to program within the Faculty of Science, and are therefore given in Programs below. Regulations for Honors, Specialization, and General programs are found in Faculty of Science.
### CURRENT

https://calendar.ualberta.ca/preview_program.php?catoid=29&poid=27925&returnto=7421

Undergraduate Programs > Faculty of Science – Programs > BSc General Program > Academic Standing and Graduation

### PROPOSED

https://calendar.ualberta.ca/preview_program.php?catoid=29&poid=27925&returnto=7421

Undergraduate Programs > Faculty of Science – Programs > BSc General Program > Academic Standing and Graduation

### Academic Standing and Graduation

The following regulations govern General Programs: To obtain a BSc General degree, a minimum 2.0 GPA must be attained on the last ★60 credited to the degree. Moreover, a minimum 2.3 GPA must be attained in all courses in the major. Students must be in Satisfactory Standing in the General program in order to graduate (a minimum 2.0 GPA in the final Fall/Winter). **BSc General degrees with Distinction are awarded when students achieve a GPA of 3.5 or higher over the last ★60 if the students have satisfactorily completed at least a normal academic load of a minimum of ★24 during the Fall/Winter periods of the last two years at the University of Alberta.**

### CURRENT

https://calendar.ualberta.ca/preview_program.php?catoid=29&poid=27858&returnto=7421

Undergraduate Programs > Faculty of Science – Programs > BSc Specialization Program > Academic Standings and Graduation

### PROPOSED

https://calendar.ualberta.ca/preview_program.php?catoid=29&poid=27858&returnto=7421

Undergraduate Programs > Faculty of Science – Programs > BSc Specialization Program > Academic Standing and Graduation

The following regulations govern General Programs: To obtain a BSc General degree, a minimum 2.0 GPA must be attained on the last ★60 credited to the degree. Moreover, a minimum 2.3 GPA must be attained in all courses in the major. Students must be in Satisfactory Standing in the General program in order to graduate (a minimum 2.0 GPA in the final Fall/Winter). **BSc General degrees With Distinction are awarded when students obtain a GPA of at least 3.5 and no failing grades on the last ★60, excluding courses declared extra-to-degree. If determination of the last ★60 requires consideration of one or more courses from a given term then all work from that term is included in the calculation for the purposes of qualifying for With Distinction. Normally, only UofA courses will be used in the calculation of the GPA for the last ★60 of the program.**
Academic Standings and Graduation

The following regulations govern Specialization programs:

1. Continuation in a Specialization program is by recommendation of the Department concerned and requires a GPA of at least 2.3 in each of the preceding Fall/Winter periods. See description of Specialization programs of individual departments for additional requirements relating to promotion in the Specialization program. Students must be in good standing (i.e., meet the continuation requirements) in the Specialization program in order to graduate.

2. A student who fails to attain the standard necessary for continuation in the Specialization program will be required to withdraw from that program. In so doing, the student may apply to transfer to the General program in the Faculty. Students applying to transfer from a Specialization to the General program must meet the continuation GPA of 2.0.

3. A student who fails to complete the requirements for a Specialization degree in the fourth year may be granted the General degree forthwith on application if the courses taken and the standing attained are satisfactory. Such students must apply to transfer to the General program.

4. For graduation, a program of at least ★120 credited to the degree.

5. BSc Specialization degrees with Distinction are awarded when students achieve a GPA of at least 3.5 on the last ★60 if the student was enrolled in a normal course load (minimum ★24) during each Fall/Winter of the last two years. Normally, only UofA courses will be used in the calculation of the...
GPA for the last ★60 of the program.

from that term is included in the calculation for the purposes of qualifying for With Distinction. Normally, only UofA courses will be used in the calculation of the GPA for the last ★60 of the program.

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<th>CURRENT</th>
<th>PROPOSED</th>
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<tbody>
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<td><a href="https://calendar.ualberta.ca/preview_program.php?catoid=29&amp;poid=27859&amp;returnto=7421">URL</a> Undergraduate Programs &gt; Faculty of Science – Programs &gt; BSc Honors Program &gt; Academic Standings and Graduation</td>
<td><a href="https://calendar.ualberta.ca/preview_program.php?catoid=29&amp;poid=27859&amp;returnto=7421">URL</a> Undergraduate Programs &gt; Faculty of Science – Programs &gt; BSc Honors Program &gt; Academic Standing and Graduation</td>
</tr>
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The following regulations govern Honors programs:

1. Continuation in an Honors program is by recommendation of the department concerned and requires a GPA of at least 3.0 on a course load of ★24 or more in the preceding Fall/Winter periods. See description of Honors programs of individual departments for additional requirements relating to continuation in the Honors program. Students must be in good standing (i.e., meet the continuation requirements) in the Honors program in order to graduate.

2. A student who fails to attain the standard necessary for continuance in Honors must withdraw from the Honors program. In so doing, the student may transfer to a Specialization program with the appropriate department's approval or to the General program in the Faculty of Science. Students applying to transfer from an Honors program to Specialization or General must

Strike through and highlight deletions

Underline and highlight additions

**Academic Standings and Graduation**

The following regulations govern Honors programs:

1. Continuation in an Honors program is by recommendation of the department concerned and requires a GPA of at least 3.0 on a course load of ★24 or more in the preceding Fall/Winter periods. See description of Honors programs of individual departments for additional requirements relating to continuation in the Honors program. Students must be in good standing (i.e., meet the continuation requirements) in the Honors program in order to graduate.

2. A student who fails to attain the standard necessary for continuance in Honors must withdraw from the Honors program. In so doing, the student may transfer to a Specialization program with the appropriate department's approval or to the General program in the Faculty of Science. Students applying to transfer from an Honors program to Specialization or General must
3. A student who fails to complete the requirements for a degree with Honors in the fourth year may be granted the Specialization degree or the General degree on application if the courses taken and the standing attained are satisfactory. Such students must apply to transfer to a Specialization or General program.

4. First-Class Honors Degrees are awarded when students obtain a GPA of at least 3.5 and no failing grades on the last ★60, excluding courses declared extra-to-degree. If determination of the last ★60 requires consideration of one or more courses from a given term then all work from that term is included in the calculation for the purposes of qualifying for First-Class Honors. Normally, only UofA courses will be used in the calculation of the GPA for the last ★60 of the program.

**Rationale for change:** (Not required for course deletion or editorial changes)

We recognize that not all students are able to carry a course load of at least ★24 for a number of life circumstances. Under the Discrimination, Harassment and Duty to Accommodate Policy (UAPPOL), we cannot discriminate against students who are unable to carry a course load of at least ★24 for reasons of a protected ground under human rights legislation.

While some students may come forward with information about their particular life circumstance warranting an exception to the requirements to carry a course load of at least ★24, many students will not. Even if all students did, it is impossible to assign a weight to a student’s particular life circumstance and determine an appropriate adjustment to the minimum course load. In addition, it would be difficult to keep a meaningful and accurate registry of students’ life circumstance over time (which may change over the student’s undergraduate career).

We also see many records with a missing Fall or Winter term due to students participating in our Student Internship Program (SIP). We make appropriate adjustments for those students, sometimes forcing us to go back more than ★60 to find a year during which the student last carried a course load of at least ★24. Simply focusing on the last ★60 will simplify our processes considerably.

We note that most Faculties across campus do not require students to carry a minimum course load to be eligible for the honorifics With Distinction and First-Class Honors.
## Academic Standing

1. Academic standing is used to determine the eligibility of students to continue or graduate from their programs. The academic standing of all students in the Faculty of Science is assessed annually on the basis of the Grade Point Average (GPA) calculated on all coursework attempted in the Fall/Winter. Spring and Summer work is not included. The assessment of students in BSc Specialization and BSc Honors programs also takes into consideration the minimum course load requirements of the particular program, as well as any specific grade or GPA requirements.

   For students in the BSc General program, the Faculty may defer the assessment of academic standing for one Fall/Winter for students who attempt less than 9. In such cases, the academic standing assigned at the last assessment remains in effect until the conclusion of the next Fall/Winter.

2. Academic Standing Assessment

   a. **First Class Standing**, also referred to as the Dean’s Honor Roll, is assigned to students who successfully complete at least 24 and achieve a minimum 3.5 GPA. First class standing is also assigned to students who, as a result of participation in Education Abroad or SIP Work Experience, attend only one term of a Fall/Winter and successfully complete at least 12 with a minimum 3.5 GPA.

## Proposed

1. Academic standing is used to determine the eligibility of students to continue or graduate from their programs. The academic standing of all students in the Faculty of Science is assessed annually on the basis of the Grade Point Average (GPA) calculated on all coursework attempted in the Fall/Winter. Spring and Summer work is not included. The assessment of students in BSc Specialization and BSc Honors programs also takes into consideration the minimum course load requirements of the particular program, as well as any specific grade or GPA requirements.

   For students in the BSc General program, the Faculty may defer the assessment of academic standing for one Fall/Winter for students who attempt less than 9. In such cases, the academic standing assigned at the last assessment remains in effect until the conclusion of the next Fall/Winter.

2. Academic Standing Assessment

   a. **First Class Standing** no longer is assigned.
**Rationale for change:** (Not required for course deletion or editorial changes)

We recognize that not all students are able to carry a course load of at least ★24 for a number of life circumstances. Under the Discrimination, Harassment and Duty to Accommodate Policy (UAPPOL), we cannot discriminate against students unable to carry a course load of at least ★24 for reasons of a protected ground under human rights legislation.

While some students may come forward with information about their particular life circumstance warranting an exception to the requirements to carry a course load of at least ★24, many students will not. Even if all students did, it is impossible to assign a weight to a student’s particular life circumstance and determine an appropriate adjustment to the minimum course load. In addition, it would be difficult to keep a meaningful and accurate registry of students’ life circumstance over time (which may change over the student’s undergraduate career).

In fairness to all, we no longer will assign the First Class Standing honorific.

<table>
<thead>
<tr>
<th>Department / Faculty Contact</th>
<th>Department Chair / Associate Dean / Designate</th>
<th>Date approved by Chairs’ Council: May 16, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gerda de Vries, Associate Dean Undergraduate</td>
<td><a href="mailto:sciadu@ualberta.ca">sciadu@ualberta.ca</a> 780-492-2076</td>
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