



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

### General Faculties Council

Academic Standards Committee  
Approved Open Session Minutes

Thursday, February 21, 2013  
2-31, South Academic Building  
9:00 AM – 12:00 PM

---

### **ATTENDEES:**

#### Voting Members:

Bill Connor (Delegate)	Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Ada Schmude (Delegate)	Vice-Provost and University Registrar
Dustin Chelen	Vice-President (Academic), Students' Union
Jayson MacLean (Delegate)	Director, Student OmbudService
William Street (Delegate)	Dean, Faculty of Arts
Harry Prest (Delegate)	Dean, Augustana Faculty
Clive Hickson (Delegate)	Dean, Faculty of Education
Raymond Matthias (Delegate)	Dean, Faculty of Engineering
Heather McRae (Delegate)	Dean, Faculty of Extension
René Poliquin (Delegate)	Dean, Faculty of Graduate Studies and Research
Kaysi Kushner (Delegate)	Dean, Faculty of Nursing
Dion Brocks (Delegate)	Dean, Faculty of Pharmacy and Pharmaceutical Sciences
Sentil Senthilselvan (Delegate)	Dean, School of Public Health
Ed Blackburn (Delegate)	Dean, Faculté Saint-Jean
Brenda Leskiw (Delegate)	Dean, Faculty of Science

#### Non-Voting Members:

Sharla King	Director, Health Sciences Education and Research Commons (representing the Health Sciences Council)
-------------	---

#### Presenters:

Bill Connor	Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee
Brenda Leskiw	Senior Associate Dean (Student Services), Faculty of Science
Heather McRae	Associate Dean (Engaged Learning), Faculty of Extension
René Poliquin	Vice-Dean, Faculty of Graduate Studies and Research
Bobbi Schiestel	Acting Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
Ada Schmude	Associate Registrar (Enrolment Services), Office of the Registrar
Corey Wentzell	Executive Director, Professional Programs and Government Studies,

Lihong Yang Faculty of Extension  
Assistant Registrar, (International Admissions), Office of the Registrar

Staff:  
Garry Bodnar Coordinator, GFC Academic Standards Committee  
Andrea Patrick Scribe

### **OPENING SESSION**

#### **1. Approval of the Agenda**

Materials before members are contained in the official meeting file.

Motion: Prest/Kushner

THAT the GFC Academic Standards Committee approve the Agenda.

**CARRIED**

#### **2. Approval of the Open Session Minutes of January 17, 2013**

Materials before members are contained in the official meeting file.

Motion: Prest/Blackburn

THAT the GFC Academic Standards Committee approve the Minutes of January 17, 2013.

**CARRIED**

#### **3. Comments from the Chair**

Dr Connor commented on a number of relevant items to members.

### **ACTION ITEMS**

#### **4. The Following Proposal(s) are Deemed Minor/Editorial (GFC ASC's Terms of Reference (Mandate) (3.A.i and iii)) by the Vice-Provost (Academic Programs and Instruction) and Chair, GFC ASC, and are APPROVED UNDER DELEGATED AUTHORITY FROM GFC IN A SINGLE OMNIBUS MOTION.**

Materials before members are contained in the official meeting file.

*Presenter:* Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee

*Discussion:*

There was no discussion.

Omnibus Motion: Blackburn/Prest

#### **4A. Office of the Registrar: Course Approvals for February, 2013**

Motion: THAT the GFC Academic Standards Committee approve, under delegated authority from GFC, the proposal for approval of transfer credit, as submitted by the Office of the Registrar and as set forth in Attachment A, to take effect upon final approval.

**CARRIED**

4B. Faculté Saint-Jean: Proposed Changes to Existing Admission Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission requirements, as submitted by Faculté Saint-Jean and as set forth in Attachment B, to take effect in 2013-2014.

**CARRIED**

5. Proposal for a (New) Freestanding For-Credit Post-Baccalaureate Certificate in Sexual Health

Materials before members are contained in the official meeting file.

*Presenters:* René Poliquin, Vice-Dean, Faculty of Graduate Studies and Research; Heather McRae, Associate Dean (Engaged Learning), Faculty of Extension; Corey Wentzell, Executive Director, Professional Programs and Government Studies, Faculty of Extension

*Purpose of the Proposal:* The Department of Occupational Therapy in the Faculty of Rehabilitation Medicine first identified a need for educational programming in sexual health through inquiries they received from allied health students and practitioners in Alberta and other provinces. Initially, a series of workshops was sufficient to address the need. However, as interest continued over the years, practitioners and prospective students requested credit courses in the area. The goal of this program is to provide participants with the knowledge, skills, and attributes necessary to succeed in the emerging field of sexual health. Drawing on theory and the best field practices through case studies, simulations, and group projects, participants will critically apply the conceptual, theoretical, and practical frameworks necessary to address the common challenges associated with comprehensive sexual health education. The impact of personal bias will be explored with respect to different cultures, lifestyles, and values. The proposal for the Post-Baccalaureate Certificate (PBC) in Sexual Health was developed by the Faculty of Extension in collaboration with the Faculty of Rehabilitation Medicine.

*Discussion:*

Dr Poliquin introduced the proposal, noting that it had obtained formal recommendation at a recent meeting of Faculty of Research and Graduate Studies (FGRS) Council as well as the support of the GFC ASC Subcommittee on Standards (SOS).

Dr McRae explained that the proposal is collaboration between the Faculty of Extension and the Department of Occupational Therapy, adding that is an emerging area relevant to professionals working in a clinical and/or social services settings. She stated that it will be offered on a part-time basis. She noted that she is obtaining several letters of support for the program and that several of the courses intended to support this certificate have been named.

Dr Wentzell explained the proposal encompasses a true collaborative effort between the community and the University of Alberta given that the idea for the certificate originated with members of the community.

Mr Bodnar made note of an amendment to the wording of the Motion before members and, with approval from the Mover and Seconder, struck the words "admission and academic standing requirements for a" from that Motion; this was done in recognition of the fact GFC ASC has GFC-delegated authority to

consider the complete for-credit certificate program proposal and not only the admission/academic standing criteria contained therein.

A member stated that there is already interest among students to enroll in this program; another member asked if the Faculties of Nursing and Medicine and Dentistry were supportive of this proposed program.

Motion: Poliquin/Chelen

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee the proposed (new) freestanding for-credit Post-Baccalaureate Certificate in Sexual Health, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Extension and as set forth in Attachment 1 [highlighted in yellow], to take effect in September, 2013.

**CARRIED**

6. Admission from Countries That Follow the British Education System – Proposed Changes to Section 17.2.1 of the University Calendar

Materials before members are contained in the official meeting file.

Presenter: Lihong Yang, Assistant Registrar (International Admissions), Office of the Registrar

*Purpose of the Proposal:* To clarify requirements for admission from countries that follow the British Education System, as set out in the University Calendar.

*Discussion:*

Dr Yang explained that the proposal clarifies current common practices in relation to admission requirements for students entering the University of Alberta from schools that follow the British Education System and that the proposal's objective is to provide clarity for applicants to the University of Alberta.

Mr Bodnar outlined several minor editorial changes made to the proposal subsequent to its distribution to members; he added that the updated version is the one currently posted online on the University Governance website (and accessible at today's GFC ASC meeting).

Members discussed punctuation within the proposal.

Motion: Leskiw/Prest

THAT GFC Academic Standards Committee recommend to the GFC Academic Planning Committee proposed changes to Section 17.2.1 (Admission from Countries that follow [sic] the British Education System) of the University Calendar, as submitted by the Office of the Registrar and as set forth in Attachment 1, as amended, to take effect upon approval and for publication in the 2014-2015 University Calendar.

**CARRIED**

7. Course Feedback Prior to Withdrawal Deadlines – Proposed Changes to Section 23.4 (Evaluation Procedures and Grading System) of the University Calendar

Materials before members are contained in the official meeting file.

Presenter: Ada Schmude, Associate Registrar (Enrolment Services), Office of the Registrar

*Purpose of the Proposal:* To alter existing institutional policy to work to ensure students receive feedback in their courses prior to stipulated term withdrawal deadlines.

*Discussion:*

Dr Connor presented the proposal to members.

During the ensuing discussion, members expressed several comments and questions in relation to this proposal, including, but not limited to: possible variations of the language within the proposal; the complexities of legislating the need for students to receive feedback across all courses and from all instructors; support for the proposal; that instructors are already providing timely feedback; the importance of feedback; how this proposal could contribute to contestability; that the proposal might require within the institution a cultural shift; the Assessment and Grading Policy within UAPPOL and its relevance to the proposed Calendar copy before members; and that students might not be aware of the UAPPOL Assessment and Grading Policy and its related Procedures.

With the approval of the Mover and Seconder, a friendly amendment was made to the proposal. The word “Normally” was struck, and “Feedback should be provided prior to the course withdrawal deadline” was inserted, along with a link to the Assessment and Grading Policy in UAPPOL.

Motion: Prest/Chelen

THAT GFC Academic Standards Committee recommend to the GFC Executive Committee the proposed changes to Section 23.4 (Evaluation Procedures and Grading System) of the University Calendar, as submitted by the Office of the Registrar and as set forth in Attachment 1 (as amended), to be effective 2013-2014 (Fall Term) and for publication in the 2014-2015 University Calendar.

**CARRIED**

## **DISCUSSION ITEMS**

### **8. Examination Dates, Religious Observances, and Accommodation Issues/Policies**

There were no documents.

Presenter: Brenda Leskiw, Senior Associate Dean (Student Services), Faculty of Science

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

Dr Leskiw explained that the issue of religious accommodation of students in regard to their coursework and examinations remains prevalent within the Faculty of Science as well as many other Faculties and that a University-wide discussion on the matter is therefore warranted. She added that this topic presents many complex issues, including compliance with human rights legislation, professorial workload, and the impact on student competitiveness. She stated that without an institutional policy dealing directly and clearly with examination dates and religious observances, this matter remains problematic.

Dr Leskiw continuing by stating that, in preparation for this discussion, she consulted with the Associate Deans of the Faculties of Science at both the University of British Columbia and McGill University. She reported that both institutions currently have policies on this issue, although they differ in comparison.

During the ensuing discussion, members expressed several comments and questions in relation to this item, including, but not limited to: whether the professors or students should decide on alternate examinations and/or coursework in relation to religious observances; how this relates to larger Faculties; the importance of discussing human rights issues; that this is a relevant and timely issue; that any future policies need to be simplistic and clear; difficulties in determining the equality of examinations; difficulties in maintaining the integrity of examinations; problems with shifting course weight to final examinations; that the Discrimination, Harassment and Duty to Accommodate Policy in UAPPOL addresses several accommodation issues; the impact of this issue on international students; the differences between religious observances and holy days; the need for more demographical data on religious accommodation across the University of Alberta; and the possible need for a GFC ASC subcommittee to review a path forward that could lead to the creation of an institutional policy.

On the final point raised during the Committee's discussion, Dr Leskiw agreed to assume administrative leadership of a GFC ASC subcommittee, and Mr Bodnar recommended a review of all existing policies with regard to this issue before the Subcommittee meets, with an aim to create, possibly, an attendant procedure around existing University policy. He suggested that the subcommittee also include representatives of the Offices of the Dean of Students and University General Counsel; Mr Wade King, Advisor, Office of Safe Disclosure and Human Rights; and/or any of the members of the team responsible for drafting the University's recent Discrimination, Harassment and Duty to Accommodate Policy now set out in UAPPOL. GFC ASC was supportive of the creation of such a subcommittee, and members who volunteered to serve on this group included: Dr Kaysi Kushner, Ms Ada Schmude, Mr Jayson MacLean, Mr Dustin Chelen, and Dr Harry Prest.

Dr Connor thanked members for their thoughtful consideration of this issue.

9. External Programs for Review and Programs in Progress on Campus: Standing Item and Government Program Submission Templates

There were no documents.

*Presenters:* Bill Connor, Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee; Bobbi Schiestel, Acting Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

*Purpose of the Proposal:* For discussion/information.

*Discussion:*

Ms Schiestel updated members on the following items:

External Reviews

- The Faculty of Science has completed a review of the Bachelor of Science with a Major in Biology program proposal from St Mary's University College
- The Faculty of Education has completed a review of the Bachelor of Child Studies program proposal from Mount Royal University
- Health Sciences Council is reviewing a proposal from Canadian University College for a Bachelor of Science in Wellness Management
- The Faculty of Physical Education and Recreation is reviewing a proposal from Mount Royal University for a Bachelor of Health and Physical Education

## University of Alberta Program Proposals with Enterprise and Advanced Education (EAE)

Proposals currently undergoing system coordination review:

- Master of Arts in Community Engagement
- Master of Arts in Women's and Gender Studies
- Faculty of Agricultural, Life and Environmental Sciences (ALES) proposals which include the:
  - o Sustainable Agriculture Major;
  - o Northern Systems Major;
  - o Nutritional and Food Science changes (Honours in Food Science program, Honours in Nutrition program, Specialization in Dietetics, Specialization in Food Science and Technology, revised Nutrition and Food Major);
  - o Plant Biotechnology and Agronomy Majors
- Alberta School of Business' name change for the Major in Strategic Management and Organization

## EAE-Approved University of Alberta Proposals

- Master of Coaching
- Doctor of Philosophy (PhD) in Laboratory Medicine and Pathology
- Master of Science (MSc) in Laboratory Medicine and Pathology
- Termination of the (former) Augustana University College's three-year degree programs

## **INFORMATION REPORTS**

### 10. Items Approved by the GFC Academic Standards Committee by E-Mail Ballots

There were no items.

### 11. Information Items Forwarded to Committee Members Between Meetings

There were no items.

## **CLOSING SESSION**

### 12. Adjournment

The Chair adjourned the meeting at 11:05 am.