



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

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General Faculties Council  
Academic Standards Committee  
Approved Open Session Minutes

Thursday, May 21, 2015  
2-31 South Academic Building (SAB)  
9:00 AM - 12:00 PM

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### **ATTENDEES:**

#### Voting Members:

Brenda Leskiw	Chair (Delegate), Provost and Vice-President (Academic)
Dion Brocks	Member (Delegate), Dean
JC Cahill	Member (Delegate), Dean
Janice Causgrove Dunn	Member (Delegate), Dean
Faith Davis	Member (Delegate), Dean
Elaine Geddes	Member (Delegate), Dean
Nathalie Kermoal	Member (Delegate), Dean
Stuart Landon	Member (Delegate), Dean
Helen Madill	Member (Delegate), Dean
David Magee	Member (Delegate), Dean
Paul Melancon	Member (Delegate), Dean
Marc Moreau	Member (Delegate), Dean
Carla Peck	Member, Academic Staff
Harry Prest	Member (Delegate), Dean
Fahim Rahman	Member, Vice-President (Academic), Students' Union, V-P (Academic), SU
Carolyn Ross	Member (Delegate), Dean
Natalie Sharpe	Member, Director of the Student Ombudservice
Harsh Thaker	Member, Graduate Students' Association Vice-President (Academic), V-P Academic (GSA)
Kasia Tymczak	Member, Undergraduate Student at-Large (Elected by GFC)

#### Non-Voting Members:

Melissa Padfield	Member, Associate Registrar or Delegate
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#### Presenter(s):

Brenda Leskiw	Associate Vice-Provost (Academic Programs and Instruction) and Chair of GFC ASC
Karen Pollock	Chair, Communication Sciences & Disorders, Rehabilitation Medicine
Janice Causgrove Dunn	Associate Dean (Undergraduate), Faculty of Physical Education and Recreation
Stuart Landon	Associate Dean, Student Programs, Faculty of Arts
Fay Fletcher	Assistant Professor, Faculty of Extension
Paul Melancon	Associate Dean, Faculty of Graduate Studies and Research
Janice Makokis	Education Advisor, Faculty of Extension
JC Cahill	Professor, Faculty of Science
Sandeep Agrawal	Professor, Earth and Atmospheric Sciences, and Director of Planning Programs
Robert Summers	Faculty Service Officer, Earth and Atmospheric Sciences
Kate Peters	Portfolio Initiatives Manager, Office of the Provost and Vice-President

(Academic)

Staff:

Meg Brolley, Coordinator, GFC Academic Standards Committee  
Arden Burtnik, Scribe

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

*Presenter:* Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee (ASC)

Motion: Prest/Cahill

THAT the GFC Academic Standards Committee approve the Agenda.

**CARRIED**

2. Approval of the Open Session Minutes of April 16, 2015

Materials before members are contained in the official meeting file.

*Presenter:* Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee (ASC)

Motion: Prest/Magee

THAT the GFC Academic Standards Committee approve the Minutes of April 16, 2015.

**CARRIED**

3. Comments from the Chair

The Chair commented on a number of relevant items to members.

**ACTION ITEMS**

4. Items Deemed Minor/Editorial

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:* Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee (ASC)

*Discussion:*

There was no discussion.

Omnibus Motion: Prest/Madill

4A. Faculty of Extension: Proposed Changes to Existing Admission/Transfer Requirements

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, proposed changes to existing admission/transfer requirements, as submitted by the Faculty of Extension and as set forth in Attachment A, to be effective in 2016-17.

**CARRIED**

4B. Office of the Registrar: Course Approvals for May 2015

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 B, to take effect upon final approval.

**CARRIED**

5. Proposal for an Embedded Credit Research Certificate in Kinesiology, Faculty of Physical Education and Recreation

Materials before members are contained in the official meeting file.

*Presenter:* Janice Causgrove Dunn, Associate Dean (Undergraduate Programs), Faculty of Physical Education and Recreation

*Purpose of the Proposal:* To establish an embedded credit Research Certificate in Kinesiology open to students in the Bachelor of Science in Kinesiology (BSc Kin) or the Bachelor of Kinesiology (BKin) programs at the University of Alberta.

*Discussion:*

Dr Causgrove Dunn provided members with an outline of the proposed Embedded Credit Research Certificate in Kinesiology. She noted that the certificate would provide hands-on research training in the third and fourth years of a BSc Kin or B Kin program, adding that the certificate will facilitate the progress of students from guided to independent research experiences. She reported that students will develop skills in methods, analysis, data handling, interpretation, and in practical skills and techniques common to their chosen area of study, beyond those typically developed in an undergraduate degree.

During the presentation Dr Causgrove Dunn placed importance on how the certificate is a part of the Faculty of Physical Education and Recreation's plan for greater emphasis on strategic research, noting that it enables students to be recognized as different from their peers while acquiring valuable research skills.

Motion: Causgrove Dunn/ Magee

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposed Embedded Credit Research Certificate in Kinesiology, as submitted by the Faculty of Physical Education and Recreation and as set forth in Attachment 1, as amended, for implementation in the Fall of 2015.

**CARRIED**

6. Proposal for a Non-credit Certificate in Aboriginal Community Industry Relations, Faculty of Extension

Materials before members are contained in the official meeting file.

*Presenter(s):* Fay Fletcher, Assistant Professor, Faculty of Extension; Janice Makokis, Education Advisor, Faculty of Extension

*Purpose of the Proposal:* The proposed certificate is consistent with the Faculty of Extension's Academic Plan (2009-2015). It is designed for Aboriginal Relations officers who work in Industry and/or government, Aboriginal Consultation technicians from First Nation and Métis communities and anyone interested in learning about the field of Aboriginal Industry Relations.

*Discussion:*

Dr Fletcher noted that the Aboriginal Community Industry Relations (ACIR) program is designed to enhance community engagement and foster better relationships between Aboriginal people, industry, and government, and that participants will leave with knowledge, skills, and attitudes that increase their understanding and awareness of Aboriginal issues in the field of Aboriginal-Industry relations.

She reported, additionally, that the certificate program will focus on teaching Aboriginal worldviews as they pertain to the core program course themes: 1) Aboriginal Culture, 2) Law and Legal processes, 3) Community Development, 4) Environment, and, 5) Corporate Culture and Negotiation Preparedness.

Dr Fletcher placed emphasis on how the program strives to create equal opportunity between Aboriginal and non-Aboriginal people and that the program is designed to be inclusive while improving relations between Aboriginal people and public and private industries. Additionally, she emphasized, the program has been developed in collaboration with Elders.

During the ensuing discussion, members provided a number of questions and comments, including, but not limited to: why the course is a non-credit offering; clarification on the number of hours required in the Special Topics courses.

Motion: Madill/ Geddes

THAT the GFC Academic Standards Committee approve, under delegated authority from General Faculties Council, the proposed Aboriginal Community Industry Relations Certificate as submitted by the Faculty of Extension, and as outlined within Attachment 1, to take effect Fall Term, 2015.

**CARRIED**

7. Proposal for an MSc in Audiology

Materials before members are contained in the official meeting file.

*Presenter(s):* Paul Melancon, Associate Dean, Faculty of Graduate Studies and Research; Karen Pollock, Professor and Chair Department of Communication Sciences and Disorders, Faculty of Rehabilitation Medicine

*Purpose of the Proposal:* The MSc in Audiology program is designed to develop competencies in the prevention, evaluation, treatment, and management of hearing, balance, and vestibular disorders as well as in the fundamental practices of speech-language pathology.

*Discussion:*

Dr Melancon and Dr Pollock provided a summary of the proposed Master of Science in Audiology (MSc-Aud) program. They noted: the expected benefits to both the University and Albertans will receive from having the MSc-Aud program in the province; the program will provide training in Alberta, currently the nearest programs are located at the University of British Columbia and Western University; the increasing need for Audiologists in Alberta, due to an aging population and a government commitment to newborn testing; the support the program

has received, both internal and external to the university community; and the clinical and/or practical work experience placements will receive when needed.

Dr Melancon noted that the proposed MSc Audiology program will share some resources with the current Speech Language Pathology program and a number of courses will be offered jointly for both programs.

A member asked whether the proposed program will be funded by allocation of new money or a transfer or money from other sectors of the University.

Motion: Magee/Landon

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee the admission and academic standing requirements for a (new) Master of Science in Audiology as submitted by the Faculty of Graduate Studies and Research and the Department of Communication Sciences and Disorders, Faculty of Rehabilitation Medicine.

**CARRIED**

8. Proposal from the Faculty of Graduate Studies and Research for a Professional Development Requirement For Graduate Programs of Study

Materials before members are contained in the official meeting file.

*Presenter:* Paul Melancon, Associate Dean, Faculty of Graduate Studies and Research

*Purpose of the Proposal:* Recognizing the need for graduate students to develop knowledge and skills to prepare them for the transition to employment, the Faculty of Graduate Studies and Research (FGSR) established a Professional Development Advisory Board, bringing together internal and external stakeholders to examine issues relevant to careers for graduate students. The Advisory Board developed a strategic plan that included a proposal to require every graduate student to participate in a minimum amount of professional development alongside his or her disciplinary studies at the university. Further consultations led to refinements to the proposal to require every graduate student to develop an individualized professional development plan that would require at least 8 hours to complete its components. A similar requirement has been in place since 2003 that requires all graduate students to undertake a minimum of 8 hours of ethics and academy integrity training during their studies at the University of Alberta.

*Discussion:*

Dr Melancon explained to members that the majority of students (both undergraduate and graduate) have access to the university's professional development services. This proposal would make 8 hours of individualized professional development for graduate students mandatory, utilizing various pre-existing and future programs. He indicated that most graduate students are in favour of the proposal.

During the ensuing discussion, members provided a number of questions and comments, including, but not limited to: how to ensure the program meets its objectives and is effective; how to monitor and ensure students fulfill the required 8 hours; the differences between developing a professional development plan and exercising professional development itself; how the proposal will allow students to consider their professional prospects outside of academia; the importance of a meaningful professional development plan over an obligatory one; how professional development is and is not discipline or Faculty specific.

Minor changes were made to the calendar wording to clarify the time spent on the individual professional development plan was not included in the 8 hour requirement.

Motion: Magee/Prest

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee the proposed changes to section 203 of the University Calendar introducing a new Professional Development Requirement for all graduate programs of study as submitted by the Faculty of Graduate Studies and Research (FGSR) and as set forth in Attachment 1, as amended, with implementation to begin in 2016.

**CARRIED**

9. Proposal for an MSc in Urban and Regional Planning

Materials before members are contained in the official meeting file.

*Presenter(s):* Sandeep Agrawal, Professor, Earth and Atmospheric Sciences, and Director of Planning Programs; Robert Summers, Faculty Service Officer, Earth and Atmospheric Sciences

*Purpose of the Proposal:* To establish a new course-based Master of Science in Urban and Regional Planning with a focus on resilient planning and attention to issues related to climate change, extreme weather, winter cities and northern towns.

*Discussion:*

Dr Agrawal noted that the University of Alberta's currently offers undergraduate planning programs (BSc Specialization in Planning and BA Major in Planning). He noted that the proposed MSc in Urban and Regional Planning will focus on resiliency in relation to social, economic, and environmental factors. The program would be offered on a cost-recovery basis. He remarked that the University of Calgary (U of C) has been offering a master's level interdisciplinary design-based planning program for 35 years. The proposed program differs significantly from the U of C program in its resilience-based focus with a geographic and topical focus on northern communities, communities based on local or regional resource extraction, and climate change adaptation.

Dr Agrawal drew the Committee's attention to the strong support the proposal has garnered from both private and public sectors, as exhibited in the letters of support.

Dr Agrawal outlined the admission requirements for the proposed program, as well as the differences between the one and two-year streams. The two-year stream is designed for students with no previous studies in planning, while the one-year stream accommodates students with planning backgrounds. Expected enrolment of 15 students in the one-year stream and 5 students in the two-year stream would result in a steady state of 35 students. Both streams are course-based, while still maintaining a strong emphasis on research in the development of a major research project.

During the ensuing discussion, members expressed a number of questions and comments, including, but not limited to: further information on the "casual teaching assistant" position; opportunities for a cost-recovery program; and, the program's relationship to multicultural and/or Aboriginal planning.

Moved: Causgrove Dunn/Magee

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee the admission and academic standing requirements for a (new) Professional Master of Science in Urban and Regional Planning, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Science and as set forth in Attachment 1, for implementation in September, 2016.

**CARRIED**

**DISCUSSION ITEMS**

9. Faculty of Arts Recommended Grade Distribution

Materials before members are contained in the official meeting file.

*Presenter(s):* Stuart Landon, Associate Dean, Student Programs, Faculty of Arts

*Purpose of the Proposal:* Arts Faculty Council has passed a recommended grade distribution which is being brought to the Academic Standard Committee for information. This is in line with the University of Alberta's Grading Procedure in UAPPOL (GFC, 28 May 2012), wherein a Faculty Council may approve a recommended grade distribution and bring it to the GFC Academic Standards Committee for information.

*Discussion:*

Dr Landon provided members with a brief historical timeline of the Faculty of Arts Recommended Grade Distribution. He noted that one of the goals of this recommended distribution is to signal to departments where grades in a course are abnormally high or abnormally low. Dr Landon noted that the Faculty will monitor this and that a report will be submitted to Faculty Council, this report will be public. He committed to returning to ASC to share this information.

During the ensuing discussion, members provided a number of questions and comments, including, but not limited to: how grades differ within different departments of the Faculty of Arts; whether there is a minimum enrolment number for the Recommended Grade Distribution to take effect; concerns from students that grades may appear to be 'pre-determined'; grade inflation; and, the guidance the recommended distribution provides for sessional instructors.

10. External Programs for Review and Programs in Progress on Campus: Standing Item

There were no documents.

*Presenter(s):* Brenda Leskiw, Associate Vice-Provost (Academic Programs and Instruction) and Chair, GFC Academic Standards Committee (ASC); Kate Peters, Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

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

*Discussion:*

Ms Peters provided members with an update in regards to proposals being considered by the Ministry of Innovation and Advanced Education (IAE):

To be Proposed to Government:

- Suspension of BSc in Bioinformatics

Currently with IAE undergoing System Coordination Review:

- Two post-Master's certificates in Business Fundamentals, Innovation and Entrepreneurship
- Suspension proposal for Bilingual BSc in Environmental and Conservation Sciences

Completed System Coordination Review, awaiting submission by Government to Campus Alberta Quality

Council review:

- Master of Accounting

External Reviews of Proposals from other Institutions:

- Completed: Bachelor of Fine Arts in Dance was received and circulated to the Faculty of Arts who consulted with the Department of Drama. They deferred to Physical Education and Recreation who offer some dance courses; also declined due to a lack of alignment within the faculty to review the proposal.
- Outstanding: None

11. Question Period

There were no questions.

**INFORMATION REPORTS**

12. Items Approved by the GFC Academic Standards Committee by E-Mail Ballots (non-debatable)

There were no items.

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

There were no items.

**CLOSING SESSION**

14. Adjournment

The Chair adjourned the meeting at 11:15 a.m.