1. Mandate and Role of the Committee
The Academic Standards Committee (ASC) is a standing committee of General Faculties Council (GFC) charged with oversight on matters related to admissions and transfer, academic standing, and academic programs.

The Committee may be called upon to provide advice to the Provost and Vice-President (Academic) on items which may include academic advisement, official University academic records-keeping, and registration.

2. Areas of Responsibility
   a. Admission/Transfer and Academic Standing Regulations
   b. Transfer
   c. Physical Testing and Immunization of Students
   d. Credit and Non-Credit Certificates
   e. Faculty of Extension Non-Credit Courses and Programs
   f. Program Proposals

   All proposals for consideration of the Committee are first submitted to the Provost and Vice-President (Academic) who will consult as necessary with the Faculties and other individuals and offices in its consideration of these proposals.

3. Composition
   Voting Members (26)
   Ex-officio (22)
   - Provost and Vice-President (Academic), Chair
   - Dean of each Faculty or School (18)
   - Vice-Provost and University Registrar
   - Vice-President (Academic), Students’ Union
   - Vice-President (Academic), Graduate Students’ Association

   Elected by and from GFC (4)
   - 3 academic staff (A1.1, 1.5, 1.6, 1.7), 1 of whom will be elected as Vice-Chair
   - 1 undergraduate student

   NOTE: One ex-officio Dean or delegate of ASC will be cross appointed to the GFC Undergraduate Awards and Scholarships Committee, as elected by ASC

   NOTE: One ex-officio Dean or delegate of ASC will be cross appointed to the GFC Student Conduct Policy Committee, as elected by ASC

   Non-voting Members
   - Associate Dean of Students
   - Director of the Student Ombuds
   - Associate Registrar
   - University Secretary
   - GFC Secretary

4. Delegated Authority from General Faculties Council
   Should be reviewed at least every three years and reported to GFC.
4.1 Admission /Transfer and Academic Standing Regulations
   a. Approve routine and/or editorial changes to admission/transfer and academic standing regulations
   b. Approve changes to International Baccalaureate (IB) and Advanced Placement (AP) regulations

4.2 Transfer
   a. Approve (for inclusion in the Alberta Transfer Guide) and deny courses for transfer credit to the University of Alberta which are offered by Alberta Council on Admissions and Transfer (ACAT) member institutions and institutions within the Alberta Postsecondary Six-Sector Model with specific exceptions outlined in the Transfer Credit Articulation Procedure.
   b. Monitor, and rescind if necessary, entries in the Alberta Transfer Guide relevant to the University of Alberta

4.3 Physical Testing and Immunization of Students
   a. Approve individual Faculty regulations concerning physical testing and immunization of students.

4.4 Credit and Non-Credit Certificates
   a. Approve the establishment and termination of credit and non-credit certificates subject to resource limitations.

4.5 Faculty of Extension Non-Credit Programs
   a. Approve new non-credit programs and program expansions in the Faculty of Extension subject to resource limitations
   b. Decide on any challenge made to an Extension non-credit course which the Provost and Vice-President (Academic) has been unable to resolve.

5. Responsibilities Additional to Delegated Authority

5.1 Calendar
   a. Provide advice to the GFC Executive Committee (EXEC) on the preparation and publication of the University Calendar

5.2 Admissions, Transfer, and/or Academic Standards Regulations
   a. Recommend to GFC on changes to admissions, transfer and/or academic standards regulations with institutional scope
   b. Receive and discuss the Report of the Senate Committee of Lay Observers of the Admissions Process in Quota Programs

5.3 Program Proposals
   a. Review new program proposals and substantial revisions to programs, and provide recommendations to the GFC Academic Planning Committee (APC)
   b. Review and recommend program suspensions and terminations to APC

6. Sub-delegations from the GFC Academic Standards Committee
   Should be reviewed at least every three years and reported to GFC.

   None.
7. Limitations to Authority

The following further refines or places limitations on authorities held by or delegated to ASC:

7.1 Admission/Transfer and Academic Standing Regulations
   a. Substantial changes and those with institutional scope are recommended to GFC

7.2 Transfer
   a. ASC considers course transfers for the institutions indicated in the Transfer Credit Articulation Procedure

7.5 Certificates
   a. Where additional funding and/or space is required to support the offering of the proposed certificate ASC would provide a recommendation on the proposal to APC

7.6 Faculty of Extension Non-credit Programs
   a. Where additional funding and/or space is required, ASC would provide a recommendation on the proposed program to APC

8. Reporting

8.1 The Committee should regularly report to GFC with respect to its activities and decisions.

8.2 The Committee should report on approved changes to individual Faculty regulations concerning physical testing and immunization of students to EXEC for information.

8.3 The Committee should report annually to APC on new and terminated certificates.

9. Definitions

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.

Substantial - refers to proposals which involve or affect more than one Faculty or unit; are part of a proposal for a new program; are likely to have a financial impact; represent a definite departure from current policy; involve a quota; articulate a new academic concept.

Dispute - If there is any dispute or question as to which of the above categories a proposal falls under, the Provost and Vice-President (Academic) (or delegate) will decide.

Embedded Certificate – Defines a specific area of focus for the student and is completed during the course of an undergraduate or graduate degree program.

Free-standing Credit Certificate – Stand-alone programs at the undergraduate or graduate level.

Free-standing Non-Credit Certificate – Stand-alone programs for professional development and continuing education.

Academic staff – as defined by the Recruitment Policy (Appendix A) Definition and Categories of Academic Staff, Administrators and Colleagues

10. Links

Admissions Policy
GFC ACADEMIC STANDARDS COMMITTEE
Terms of Reference

Transfer Credit Articulation Procedure
Undergraduate Admissions Procedure

Academic Standing Policy
Academic Standing Regulations Procedure

Approved by General Faculties Council: March 18, 2019