



General Faculties Council
GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

September 21, 2022, 2:00 p.m.

A167

Voting Members

Robin Yates
Kathryn King-Shier*
Amy Dambrowitz
Jocelyn Hayley
Andy Knight
Mary O’Brien
James Steele
Warren Wilson – arrived during Item 5
Michael Wright

Non-Voting Members

Christine Johns
Francine Smith
Louise Wells

Meeting Secretary

Cherie Tutt

Scribe

Holly Lywin

Regrets

Rhiannon Jones

Guests

Elizabeth Pando, Partner, Program Innovation – present for Item 5
Jim Stallard, Professor (Teaching), Math and Statistics, Faculty of Science – present for Item 4
Antony Ware, Professor, Department Head of Applied Mathematics, and Director - Math Finance Lab Mathematics, Faculty of Science – present for Item 4

Observers

Kelly Hogleund, Partner, Program Innovation - present for Items 4 and 5
Kelly Kay Spurlock, Analyst, Planning and Reviews, Provost Office - present for Items 4 and 5

*Attended via Zoom

The Co-Chair called the meeting to order at 10:02 a.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the September 21, 2022 Graduate Academic Program Subcommittee meeting be approved.

Carried

2. Remarks of the Co-Chair and Academic Co-Chair and Committee Orientation

The Co-Chair and the Academic Co-Chair welcomed members to the first meeting of the academic year and welcomed Andy Knight, Professor, Schulich School of Engineering to his first meeting as a new academic appointee on the Committee.

Highlights:

- The Co-Chair presented an overview of the program proposal approval process and described the format of the Committee meetings, highlighting the importance of the work of the Committee and ensuring the right tone is set when working with proponents

3. A. Approval of Calendar Changes the Graduate Program: Social Work Graduate Certificates

Documentation was circulated with the Agenda. Louise Wells, Specialist Graduate Calendar, and Robin Yates presented this item.

Highlights:

- The presenters reported that the calendar changes reflect new specializations for the Graduate Certificates Faculty of Social Work which were approved by the Academic Planning and Priorities Committee in June 2022
- The Committee discussed the change and suggested amendments to clarify the language around students not attending residencies and the requirement to withdraw

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the Calendar changes for the graduate programs in the Faculty of Social Work as set out in the documents provided to the Committee, and as recommended by the GAPS Calendar Working Group with the requested amendment.

Carried

3. B. Approval of Calendar Changes for the Graduate Program: NURS 676 and NURS 686

Documentation was circulated with the Agenda. Louise Wells presented this item.

Highlights:

- The presenters reported the final courses in each of the seven Advanced Nursing Practice graduate certificates are structured as project courses where students take on a grand master challenge and are set up as non-graded. Due to an oversight, Nursing 676/686 were not noted as being CR/F courses.
- There were no questions

Moved/Seconded

That the Graduate and Academic Program Subcommittee (GAPS) approve the course change for NURS 676 and NURS 686 as set out in the document provided to the Committee and as recommended by the GAPS Calendar Working Group.

Carried

4. **Recommendation for the Creation of the Specialization in Financial and Energy Markets Data Modelling within the Graduate Diploma in Data Science and Analytics and the Master of Data Science and Analytics**

Documentation was circulated with the Agenda. Anthony Ware and Jim Stallard presented this item.

Highlights:

- The presenters provided an overview of the rationale for the creation of the Specialization in Financial and Energy Markets Data Modelling
- It was reported that the calendar entry will come forward after being reviewed by the Graduate and Academic Program Subcommittee (GAPS) Working Group
- In response to questions, the proponents explained that the proposed courses subject matter overlaps with other courses currently offered but is unique in its context. The new courses will prepare students for the workplace by focusing more on purpose, not just data. It will also be more inclusive to students from other departments who have a math background. Currently only two new courses will be offered to allow for responsiveness within the changing discipline.
- The Committee discussed the proposal and suggested amendments to include more details on how equity, diversity, and inclusion will be integrated. For example, how the Program (not just the Specialization) can leverage university census data to align with strategies that identify and address equity, diversity, and inclusion gaps.
- The Committee suggested the following changes to the *Budget Notes and Assumptions* section of the proposal:
 - The addition of a line on scholarships in the budget table
 - Use 2022/23 tuition amounts
 - Clarify the role of sessionals and the impacts the new specialization will have on administrative staff and faculty

Moved/Seconded

That the Graduate Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of the Specialization in Financial and Energy Markets Data Modelling within the Graduate Diploma in Data Science and Analytics and the Master of Data Science and Analytics as set out in the proposal provided to the Committee and with the requested amendments.

Carried

5. **Recommendations for Program Proposal Development: ii' taa'poh'to'p and Indigenous Engagement and Equity Diversity Inclusion and Accessibility**

Documentation was circulated with the Agenda. Leslie Reid, Christine Johns, and Elizabeth Pando presented this item.

Highlights:

- The presenters reported that the ii' taa'poh'to'p and Indigenous Engagement and Equity Diversity Inclusion and Accessibility (EDIA) recommendations for program proposal development were developed last year in response to feedback and direction from the committees governing program approvals, in particular the Academic Planning and Priorities Committee (APPC)
- The presenters then reviewed the process for developing the guidelines and outlined the groups and individuals consulted, noting that the documents were reviewed and endorsed by the APPC in June 2022 and are now being shared with its subcommittees and beyond
- It was explained that that these recommendations are a starting point to prompt individuals to think reflectively on how to embed Indigenous Engagement and EDIA in their programs and that there is still work to do institutionally on providing resources/resourcing to support faculties and academic units in incorporating these recommendations. The guidelines are not intended to be static and will be updated as appropriate and will help create shared expectations.
- In response to questions, the presenters discussed:
 - That the level the guidelines need to be considered can be different for the different types of proposals such as load changes versus new programs and it would be important to consider the guidelines at the start of larger more wide-reaching proposals
 - Support for incorporating the guidelines is available through Program Innovation and Planning partner who are assigned to each new proposal. Additionally, each faculty has appointed an EDIA Lead to support specific needs.
- The Committee discussed the need to have conversations with senior leadership about the guidelines to increase exposure and considered if the General Faculties Council would be an appropriate venue

6. Status of Program Approvals

Documentation was circulated with the Agenda for information only. Questions can be directed to the Program Innovation and Planning office.

7. Other Business

There was no other business.

8. Adjournment

Moved/Seconded

That the Graduate Academic Program Subcommittee adjourn the September 21, 2022 meeting.

Carried

The meeting was adjourned at 11:56 a.m.

Cherie Tutt
Meeting Secretary