

General Faculties Council
ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #31
November 21, 2016, 2:00 – 4:00 p.m.

A167

Voting Members

Lynn Taylor, Co-Chair
Lorraine Doepel, Academic Co-Chair
Heather Addy
Alicia Lunz
Rob Kremer
Kyle O'Keefe
Angelique Saweczko

Non-Voting Members

Kent Donlevy

Secretary

Susan Belcher

Scribe

Cherie Tutt

Regrets

Christine Johns
Abu Sesay
Joelle Welling

Guests

Craig Gerlach, Academic Coordinator for Sustainability – present for Item 4
Dru Marshall, Provost and Vice-President (Academic) – present for Item 4
Lindsay Penner, Program Proposal Support Specialist – present for Item 4

Observers

Heather Smith-Watkins, Analyst, Planning and Reviews

The Co-Chair called the meeting to order at 2:04 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the November 21, 2016 Academic Program Subcommittee meeting be approved.

Carried

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

The Co-Chair provided the Committee with an update on the progress of items moving from the Academic Program Subcommittee to the Academic Planning and Priorities Committee (APPC). The Committee was notified that the name change for the Bachelor of Commerce International Business Concentration was approved, but approval of the changes to the graduation requirements for the Concentration was postponed due to concerns regarding the reduction of the language requirements.

The Academic Co-Chair made no remarks.

3. Approval of the October 17, 2016 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Academic Program Subcommittee meeting held on October 17, 2016 be approved, with the requested amendments.

Carried

4. Recommendation of the Creation of the Embedded Certificate in Sustainability Studies

Documentation for this item was circulated with the Agenda. Craig Gerlach, Academic Coordinator for Sustainability, and Dru Marshall, Provost and Vice-President (Academic), presented this item.

Highlights:

- The Co-Chair noted that this item is returning to the Committee from its October 17, 2016 meeting
- The proponents reported that the feedback received from the Committee during the initial consultation has been incorporated into the current documents, and the proponents then provided the Committee with a general overview of the proposed Embedded Certificate in Sustainability Studies (ECSS)
- In response to questions, it was reported that:
 - The purpose of the ECSS is to provide undergraduate students with an opportunity to engage in applied research through which they will attain advanced skills and knowledge relating to sustainability to complement their degree
 - The student research conference would be scheduled at the end of the second semester, but the exact format is still being considered
 - Enrolment in UNIV 207 does not require opting into the ECSS
 - The Provost has allocated funding for the ECSS to help ensure its success
 - The ECSS courses will be taught by academic staff
- The Committee discussed:
 - The use of embedded certificates to attract students to the University
 - How the ECSS fits within the University's Academic Plan
 - The differences between an embedded certificate, a minor, and a concentration
 - The criteria used to determine which courses were included on the sustainability elective course list and the accuracy of the list without it having been reviewed by the Faculties
 - The content of, and assessment for, the 400 level sustainability courses

- The predicted enrolment in the ECSS and the potential need to change the pedagogic model of the courses to allow greater numbers of students to complete the ECSS
 - Course prerequisites and scheduling in relation to the timeline for completing the ECSS
 - The number of units required to complete an embedded certificate program at other postsecondary institutions in Alberta compared to the number required by the ECSS and whether it should be considered if the number of electives required should be reduced to make the ECSS more accessible
 - Concerns that students in more prescribed programs would find the ECSS challenging to complete
 - Staffing for the ECSS, and in particular, team teaching, instructional support positions, and the role of retired staff, postdoctoral scholars and doctoral students. It was reiterated, that the courses will be taught by academic staff.
- The Committee provided the proponent with several suggestions and actions to complete prior to the proposal being submitted to the APPC for consideration, including:
 - Correcting the numbers in the proposed enrolment table on page five of the proposal, and explaining that they represent a preliminary projection
 - Circulating the list of elective courses to the Faculties, and then updating it based on the feedback
 - Adding a statement to explain that it will be challenging for students to complete the ECSS within four year degree if they do not opt in by their second year
 - Reviewing the number of units required to complete the ECSS and considering if the number of elective courses required should be reduced
 - Working with the Registrar to ensure the correct course requisites and nomenclature are in place
 - Removing the section referencing that the steering committee will establish academic progression policies

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of an embedded certificate in Sustainability Studies, effective January 2017, as set out in the proposal provided to the Committee, with the requested actions and amendments.

Carried

Lorraine Doepel – opposed.

5. Status of Program Approvals

Documentation for this item was circulated with the Agenda for information only.

6. Other Business

There was no other business.

7. Adjournment

Moved/Seconded

That the Academic Program Subcommittee adjourn the November 21, 2016 meeting.

Carried

The meeting was adjourned at 3:47 p.m.