

General Faculties Council
GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #16
February 24, 2016, 2:00 – 4:00 p.m.

A167

Voting Members

Lisa Young, Co-Chair
Mary O’Brien, Academic Co-Chair
Ozouf Amedegnato
Jalel Azaiez
Lawrence Harder
Sam Hossack
Rob Kremer
Angelique Saweczko
Frans van der Hoorn

Non-Voting Members

Peggy Patterson

Regrets

Lorraine Doepel
Christine Johns
Carol Poland

Secretary

Susan Belcher

Scribe

Cherie Tutt, Governance Coordinator

Guests

Tara Beattie, Associate Dean (Graduate Science Education), Cumming School of Medicine – present for Item 4
Tara Christie, My GradSkills Program Manager, Faculty of Graduate Studies – present for Item 5
Lisa Hughes, Associate Dean, Faculty of Graduate Studies – present for Item 5
Gillian Robinson, Senior Director (Strategic Operations), Faculty of Graduate Studies
Tanya Zdorenko, Graduate Calendar Coordinator, Faculty of Graduate Studies

The Co-Chair called the meeting to order at 2:00 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the February 24, 2016 Graduate Academic Program Subcommittee meeting be approved.

Carried

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

The Co-Chair made the following remarks:

- Blake Lewis, the Graduate Students' Association (GSA) Vice-President (Academic) has resigned, and Sam Hossack, the GSA Vice-President (Finance and Services), who is replacing him on the Committee was welcomed to her first meeting
- The Canadian Graduate and Professional Student Survey has been sent out to students, and is open until March 25, 2016

The Co-Chair and the Academic Co-Chair expressed their appreciation to the members of the GAPS Calendar working group for their work in reviewing of the Calendar changes that are now being presented to the GAPS for approval.

3. Approval of the January 20, 2016 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Graduate Academic Program Subcommittee meeting held on January 20, 2016 be approved.

Carried

4. Approval of Changes to the English Language Proficiency Requirements for Admission to Graduate Programs in the Cumming School of Medicine

Documentation for this item was circulated with the Agenda. Tara Beattie, Associate Dean (Graduate Science Education), Cumming School of Medicine (CSM), presented this item.

Highlights:

- The proponent explained that the CSM has been reviewing policies and procedures across its nine graduate programs to look for possible alignments and it has been determined that it would be best practice to align the English language proficiency (ELP) requirements for admission across all graduate programs.
- The CSM proposes that the admission requirements be changed to align with the Faculty of Graduate Studies (FGS) score equivalencies as follows:
 - TOEFL 600 paper-based test or 105 internet-based test
 - IELTS 7.5
 - MELAF 86
 - PTE 75
- In response to questions, it was reported that
 - The CSM based the new ELP requirements on current high score requirements, so as to

- maintain rigour, and to increase the chance that students will have the skills to successfully complete CSM programs
- The CSM did not discuss setting a minimum score for the different sections of the ELP tests. It was noted that the FGS score requirements for these would be used as the defaults.
- The intent is for the new requirements to be in place for the January 2017 intake
- The Committee requested some minor amendments to the document, and then discussed the approval process for Faculties changing their ELP Requirements

Moved/Seconded

That the Graduate Academic Programs Subcommittee approve the changes to the English Language Proficiency requirements for admission to graduate programs in the Cumming School of Medicine, effective January 2017, as presented to the Committee, and with the requested amendments.

Carried**5. Recommendation of New Internship Regulations and Approval of Internship Courses**

Documentation for this item was circulated with the Agenda. Tara Christie, My GradSkills Program Manager, Faculty of Graduate Studies, and Lisa Hughes, Associate Dean, Faculty of Graduate Studies, presented this item.

Highlights:

- The proponents provided the rationale for creating a new Internships Regulation, and explained the associated internships courses. It was noted that the Academic Planning and Priorities Committee (APPC) has approval authority for the new Internships Regulation and the GAPS has approval authority for the internship courses.
- The Committee discussed the benefits of experiential learning, and having a way to formally recognize students that are on an internship
- In response to questions, it was reported that:
 - The use of decimalized courses allows students to register for an internship which is more than one semester
 - Students will not be required to register in these courses if they are doing an internship, but they will be encouraged, and there are incentives, such as matching funding
 - Students enrolled in programs with their own internship or co-op courses will not be permitted to register in these internship courses
 - Students will be permitted to take up to a four month internship after completing their thesis defence, as the internship courses are not part of the degree requirements
- The Committee then discussed the 'Vision for Innovation in Alberta' funding from the Government of Alberta which will allow the University to expand internship opportunities for students
- The Committee requested the following changes to the proposal documents:
 - That a risk section, and an explanation of why decimalized courses are being used, be

added to the briefing note prior to submitting the proposal to the Academic Planning and Priorities Committee (APPC)

- That the briefing note and supporting documents be reviewed for consistency
- That the wording in paragraph four, sentence two of the Internships Regulation be changed to 'Unpaid internships will require special approval by the Faculty of Graduate Studies'
- That 'successful' be added before 'thesis defense' in section G.1 of the Internships Regulation

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) recommend that the Academic Planning and Priorities Committee approve the creation of a new Internships Regulation, and upon such approval that the wording of the Internships Regulation be added to the Graduate chapter of the Calendar, as set out in the document provided to the Committee, and with the requested amendments to the proposal documents.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee approve the creation of Graduate Internship Courses INTE 601, INTE 602, INTE 603 and INTE 604, conditional on the approval of the new Internships Regulation, as set out in the document provided to the Committee, and with the requested amendments to the proposal documents.

Carried

6. Approval of Calendar Changes for the Faculty of Arts, the Cumming School of Medicine, the Faculty of Environmental Design, the Faculty of Kinesiology, the Schulich School of Engineering, the Faculty of Science, the Faculty of Social Work, the Faculty of Veterinary Medicine, the Werklund School of Education

Documentation for this item was circulated with the Agenda. Lisa Young, Co-Chair, presented this item.

The Co-Chair remarked that the GAPS Calendar Working Group reviewed all of the proposed Calendar changes, and recommends the changes to the GAPS.

A request to fix a typographical error in the Cumming School of Medicine's summary was requested. There were no other questions.

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Faculty of Arts, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Cumming School of Medicine, as set out in the Summary provided to the Committee, and as recommended by the GAPS Calendar Working Group, with the requested amendment.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Faculty of Environmental Design, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Faculty of Kinesiology, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Schulich School of Engineering, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Faculty of Science, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Faculty of Social Work, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Faculty of Veterinary Medicine, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the 2016-2017 Calendar changes for the Werklund School of Education, as set out in the summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried**7. Approval of Faculty of Graduate Studies 'Admissions' Calendar Changes**

Documentation for this item was circulated with the Agenda. Lisa Young, Co-Chair, presented this item.

Highlights:

- The proponent explained that the changes to the 'Admissions' section of the Calendar are administrative, and add information regarding the new admissions deposit. The admissions deposit will be required for course-based programs only.
- The Committee discussed the rationale for this, the use of an admissions deposit as an enrolment strategy and its potential impact on students
- In response to a question, it was confirmed that the addition of an admissions deposit for international students should not be an issue as these students need to demonstrate their ability to pay and support themselves for the duration of their study in Canada, in order to be granted a visa. The Office of the Registrar will grant extensions to the deposit deadline where appropriate.

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the Calendar changes to the "Admissions" section, as set out in the Summary provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried

8. Recommendation of Faculty of Graduate Studies “Academic Regulations” Changes

Documentation for this item was circulated with the Agenda. Lisa Young, Co-Chair, presented this item.

Highlights:

- The proponent explained the rationale for updating the ‘Form and Style’ section in the Theses Regulation to allow for original creative works, entrepreneurial/innovation components, or policy/implementation components in the thesis
- It was reported that feedback from graduate students has been positive, and that they are pleased that this option is being formally added to the Theses Regulation
- The Committee discussed the trend in North America to encourage students to consider adding these types of components to their theses
- In response to a question, it was confirmed that including an additional element will be optional
- The Committee suggested a minor change to the new wording for the Theses Regulation

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) recommend that the Academic Planning and Priorities Committee approve the changes to the Theses Regulation, and upon such approval that the new wording be added to the Graduate chapter of the Calendar, as set out in the document provided to the Committee, and with the requested amendment to the Theses Regulation.

Carried**9. Graduate Studies Parchment Template for Degree Diploma, and Certificate**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item

Highlights:

- The proponent reported that the Office of the Registrar has developed a new template for degree, diploma and certificate parchments
- The Committee discussed the rationale for creating the new template, which includes creating consistency across all academic, credit-based credentials issued by the University
- In response to a question, it was confirmed that the parchment will list the program of study and not the department and that a specialization can also be added

10. Course Listings for the Faculty of Law’s Juris Doctor Program

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

The proponent explained that during review of the Calendar changes for the Faculty of Law it was discovered that the Juris Doctor (JD) program uses 600 level courses, even though 600 level courses are reserved for graduate programs. The Faculty of Law has been using 600 level courses in the JD program for some time, and the Office of the Registrar will work with the Faculty to fix this practice, such as adding a notation on the transcript to indicate that these courses are at the undergraduate level.

11. Status of Program Approvals

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

12. Approved 2016-2017 General Faculties Council (GFC) and GFC Standing Committee Meeting Schedule

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

13. Other Business.

There was no other business.

14. Adjournment

Moved/Seconded

That the Graduate Academic Program Subcommittee adjourn the February 24, 2016 meeting.

Carried

The meeting was adjourned at 3:00 p.m.