



General Faculties Council
GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #17

March 23, 2016, 2:00 – 4:00 p.m.

A167

Voting Members

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

Non-Voting Members

Peggy Patterson

Regrets

Christine Johns
Carol Poland

Secretary

Susan Belcher

Scribe

Cherie Tutt, Governance Coordinator

Guests

Gillian Robinson, Senior Director (Strategic Operations), Faculty of Graduate Studies
Sasha Tsenkova, Professor, Faculty of Environmental Design – present for Item 9
Michael Wright, Associate Dean (Graduate Studies), Haskayne School of Business – present for Items 7 & 8
Tanya Zdorenko, Graduate Calendar Coordinator, Faculty of Graduate Studies

The Co-Chair called the meeting to order at 1:58 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the March 23, 2016 Graduate 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 program approval process in the Ministry of Advanced Education.

The Academic Co-Chair made no remarks.

3. Approval of the February 24, 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 February 24, 2016 be approved.

Carried

4. Approval of Calendar Change for the Department of Geoscience

Documentation for this item was circulated with the Agenda. Mary O'Brien, Academic Co-Chair, presented this item.

It was explained that this is a Calendar change to add a tutorial of 1.5 hours for the first 8 weeks of the Fall term for Geology 639, a field school course. This change is being made to mirror the change to the concurrent undergraduate course Geology 441 and is also in alignment with other senior field schools offered in the Department of Geoscience. The tutorial hours are being added so that students can get supervised practice on how to properly analyse and interpret their field data.

Moved/Seconded

That the Graduate Academic Program Subcommittee approve the Calendar change for the Department of Geoscience, as set out in the document provided to the Committee.

Carried

5. Approval of a Calendar Change for the Haskayne School of Business

Documentation for this item was circulated with the Agenda. Mary O'Brien, Academic Co-Chair, presented this item.

It was explained that this is a Calendar change to the course listing and number from MGST 761 Personal Financial Management in Canada to FNCE 777 Personal Financial Management in Canada. It is believed that moving this course under 'Finance' (FNCE) will make it easier for students to find and will better reflect the course content. It was noted that this change has also been made to the same subject course offered at the undergraduate level.

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve a Calendar change for the Haskayne School of Business, as set out in the document provided to the Committee.

Carried

6. Approval of Faculty of Graduate Studies 'Fees and Expenses' Calendar Changes

Documentation for this item was circulated with the Agenda. Gillian Robinson, Senior Director (Strategic Operations), Faculty of Graduate Studies (FGS), presented this item.

Highlights:

- The proponent reported that the changes to the 'Fees and Expenses' section of the Calendar are being proposed to improve consistency with terminology used in the undergraduate Calendar, to clarify different types of tuition fees for students, and to improve how program-specific fees are presented
- It was reported by a Committee member that the Graduate Students' Association (GSA) fees listed in the table in C.4 General Fees included in the document are incorrect and that the GSA approved new fees in January 2016. The proponents agreed to correct this in the table.
- In response to a question, it was confirmed that the wording in the section regarding full tuition fees for students in Doctor of Philosophy programs has been updated from "successful completion of candidacy exam." to "admission to candidacy" to be consistent with the wording in the Candidacy Regulation. The Committee suggested that a hyperlink to 'admission to candidacy' be added to this section.
- The Committee suggested some minor typographical and formatting edits

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the Calendar changes to the "Fees and Expenses" section, as set out in the summary provided to the Committee, with the requested amendments.

Carried

7. Approval of a Change to the Degree Requirements for the Course-Based Master of Business Administration

Documentation for this item was circulated with the Agenda. Michael Wright, Associate Dean (Graduate Studies), Haskayne School of Business (HSB), presented this item.

Highlights:

- The proponent reported that, as a result of a curriculum review of the Master of Business Administration program (MBA) it is being proposed that the number of required and elective courses for the MBA change from 39 units to 42 units for required core courses and from 21 units to 18 units for required electives. It is believed these changes will help the program remain competitive in the market place.
- It was explained that the list of required core courses has been updated to include greater focus on leadership and entrepreneurial thinking courses
- In response to questions, it was explained that:
 - MGST 601 will no longer be required and that instead, an orientation will be offered to students prior to the start of their degree program. Student attendance will not be required for the orientation, but will be strongly encouraged. The Committee discussed the potential impacts of not attending the orientation and that the onus will be on the Faculty to create a value-added orientation program.

- In addition to consultation with a representative of the student MBA society, the HSB held a town hall where these changes were presented and discussed with the student body
- There are still enough elective units for students to complete a specialization (12 units) and the changes will not impact students in joint programs

Moved/Seconded

That the Graduate Academic Program Subcommittee approve the changes to the degree requirements for the course-based Master of Business Administration program, as set out in the document provided to the Committee.

Carried**8. Recommendation of a New Registration Option for Students in the Daytime Master of Business Administration**

Documentation for this item was circulated with the Agenda. Michael Wright, Associate Dean (Graduate Studies), Haskayne School of Business, presented this item.

Highlights:

- The proponent reported that currently all graduate students are automatically registered for 12 months, and the HSB is proposing a new 8-month registration option for students registered in the daytime MBA program. It was explained that this would then permit students who elect the 8-month option to work full-time off campus during the summer.
- The Committee discussed the current discrepancy between undergraduate and graduate registration and the impact it has for students to working during the summer, the definition of what constitutes a 'scheduled break', and the potential for other course-based graduate programs to adopt an 8-month registration option
- In response to questions, it was reported that:
 - Students who elect to register for 8 months will pay the same fees as students registered for 12 months, but they will have a different payment schedule
 - The acceptance letter sent to students will outline the different registration options

Moved/Seconded

That the Graduate Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve a new registration option for students registered in the daytime Master of Business Administration program, effective September 2016, 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.

Carried

9. Recommendation of the Creation of a Post-Baccalaureate Certificate of Heritage Conservation

Documentation for this item was circulated with the Agenda. Sasha Tsenkova, Faculty of Environmental Design (EVDS), presented this item.

Highlights:

- The proponent introduced the proposal and presented the rationale for creating a new Post-Baccalaureate Certificate in Heritage Conservation, explaining in particular how it is expected to be attractive to practicing heritage professionals
- It was reported that there are 8 professors with expertise in Heritage Conservation in EVDS who will deliver the courses for the Certificate and that sessional instructors will also be engaged
- In response to questions, it was confirmed that:
 - The courses will focus mainly on the built environment and will provide contextual examples based on practices in western Canada, but that the ideas and principles will be able to be applied more broadly. In addition the advanced project based course will provide students with project management skills.
 - EVDS believes that the title Heritage Conservation is appropriate for what will be offered in the Certificate
 - A three-year grant from Alberta Historical Resources Foundation has been secured to provide students with scholarships to support their enrolment in the Certificate program
- The Co-Chair opened a discussion about a concern raised by the Department of Archaeology that the title 'Heritage Conservation' is too broad and may give the impression that this Certificate program will provide broader educational training than what is actually reflected in the courses
- The Committee discussed the definition of Heritage Conservation and the complexities around the use of this phrase in relation to provincial and federal policies, guidelines, consultation requirements and compliance regulations. The Committee also discussed existing and proposed course offerings from other Faculties and the impact of this title and fit of this program with those.
- The Committee then discussed the scope and anticipated learning outcomes of the Certificate at length as well as the fees for the program and the rationale for asking applicants to submit a funding plan for the fees
- The Committee suggested that the title be changed to better reflect that the offerings are primarily focused on the built environment, suggesting 'Heritage Conservation in the Built Environment' as a possible option
- The Committee decided not to put the motion on the floor and requested the following prior to the proposal returning to the GAPS for consideration:
 - That evidence of consultation with internal stakeholders be added, including letters of support
 - That it be clearly demonstrated how this Certificate fits with the mandate of the Faculty
 - That it be clarified how courses within the Certificate will be offered to current graduate students, and that this complies with University registration policies
 - That a definition of built environment be added
 - That in the draft Calendar entry under the 'Admissions Requirement' Section that c) A funding plan...' be removed

10. Recommendation of the Suspension and Closure of the Master of Communication Studies

Documentation for this item was circulated with the Agenda. Lisa Young, Co-Chair, presented this item on behalf of Barbara Schneider, Head, Department of Communication, Media and Film.

Highlights:

- It was explained that the rationale for suspending and closing the Master of Communication Studies (MCS) program, includes the loss of faculty expertise, consistently low enrolment, and the increase of competition from online professional communication programs
- It was reported that the Department of Communication, Media and Film stopped admitting students to this program in 2010. The one student remaining in the program will complete it by June 30, 2016.

Moved/Seconded

That the Graduate and Academic Program Subcommittee recommend that the Academic Planning and Priorities Subcommittee approve the immediate suspension and eventual closure of the Master of Communications Studies program in the Department of Communication, Media and Film, as set out in the document provided to the Committee.

Carried**11. Status of Program Approvals**

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

12. Other Business.

There was no other business.

13. Adjournment**Moved/Seconded**

That the Graduate Academic Program Subcommittee adjourn the March 23, 2016 meeting.

Carried

The meeting was adjourned at 4:03 p.m.