

General Faculties Council
GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #31
November 22, 2017, 2:00 – 4:00 p.m.

A167

Voting Members

Lisa Young, Co-Chair
Antony Ware, Academic Co-Chair
Jalel Azaiez
Hormoz Izadi
Angelique Saweczko
Jewel Spangler
Joelle Welling

Non-Voting Members

Tanya Zdorenko

Secretary

Susan Belcher

Scribe

Cherie Tutt / Rebecca Kenny

Regrets

James Field
Christine Johns
Quentin Pittman
Michael Sideris
Francine Smith

Guests

Ellen Perrault, Associate Dean, Teaching and Learning, Faculty of Social Work – present for Items 7 and 8
Catherine Ryan, Graduate Program Director, Department of Geoscience, Faculty of Science – present for Item 4
Sally St. George, Graduate Program Director, Faculty of Social Work – present for Items 7 and 8
Michael Wright, Associate Dean, Graduate, Haskayne School of Business – present for Items 5 and 6

Observers

Kelly Hoglund, Program Proposal Support Specialist – present for Items 4 – 8
Gillian Robinson, Senior Director (Strategic Operations), Faculty of Graduate Studies
Heather Smith-Watkins, Analyst, Planning and Reviews – present for Items 4 – 8

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the November 22, 2017 Graduate Academic Program Subcommittee meeting be approved.

Carried

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

The Co-Chair welcomed the new Graduate Students Association representative to the Committee. The Co-Chair also informed the Committee that several graduate program proposals are being expedited through the University's governance system, so that they can be submitted to the government by January 1, 2018.

The Academic Co-Chair made no remarks.

3. Approval of the October 18, 2017 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 October 18, 2017 be approved.

Carried

4. Recommendation of a Change of Name for the MSc and PhD in Geology and Geophysics, to Geoscience

Documentation for this item was circulated with the Agenda. Catherine Ryan, Graduate Program Director, Department of Geoscience, Faculty of Science, presented this item.

Highlights:

- The proponent provided the Committee with the rationale for the name change, noting that in 2007 the Department of Geoscience changed the name of the department from "Geology and Geophysics" to "Geoscience", but that a corresponding name change for the program was not completed in the Provider and Program Registry System (PAPRS)
- The proponent explained that consultation regarding the name change was positive and also aligns with a recent name change made by the Association of Professional Engineers and Geoscientists of Alberta (APEGA) and Geoscientists Canada which regulate the profession
- In response to questions, it was explained that:
 - Currently, the title of the degree on the parchment is "Geology and Geophysics", once the name change is completed in PAPRS the parchment will be changed to "Geoscience"
 - The proponent will ensure that the new program name is referenced on the current application form for incoming students. Students who are enrolled under the name "Geology and Geophysics" will have the option to choose which name will appear on their parchment.
 - Following the Academic Planning and Priorities Committee (APPC) approval, the proposal will be submitted to the Ministry of Advanced Education for final approval

Moved/Seconded

That the Graduate Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the change of name from “Geology and Geophysics” to “Geoscience” for the Master of Science and Doctor of Philosophy programs, Faculty of Science, as set out in the proposal provided to the Committee.

Carried**5. Approval of Revisions to the Exemption Policy for BComms Entering the MBA (Day and Evening) Programs and the Corresponding Calendar Wording**

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

Highlights:

- The proponent explained that there is overlap between the course requirements for the Master of Business Administration (MBA) and for a Bachelor of Commerce degree (BComm), and therefore, it is proposed to increase the number of half-course exemptions for the MBA from 5 to 9 which will allow BComm graduates to use more of their BComm courses to fulfil the MBA program requirements, resulting in shorter time to completion
- In response to questions, it was explained that:
 - Students who can use the exemptions could complete an MBA in as little as 8 months, however, to do this, courses would need to be offered in the Spring and Summer terms. Typically students take longer to complete as they tend to work and take evening classes.
 - BComm graduates in the MBA comprise approximately 40 students per year, but it is anticipated this number will increase once this change has been made
 - The exemption is intended to apply to graduates from the University of Calgary or comparable programs
 - Currently, applicants with a three-year degree may not be offered the same exemptions as applicants with a four-year degree. The proponent does not anticipate receiving many three-year degree applicants and noted that each applicant will be reviewed on a case-by-case basis.
- The Committee discussed the application of the exemption to three-year and four-year BComms and concurred that the exemption should only apply to applicants who hold a four-year degree
- The Committee suggested that the Calendar wording could be changed to “Students who have completed a recognized/accredited four-year BComm degree may be granted an exemption” and noted that the application of the exemption could still be considered on a case-by-case basis

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the changes to the Calendar wording for the Master of Business Administration program, Haskayne School of Business, as set out in the document provided to the Committee, and as recommended by the GAPS Calendar Working Group, with the requested amendment.

Carried**6. Recommendation of the Creation of a Master in Management**

Documentation for this item was circulated with the Agenda. Michael Wright, Associate Dean, Graduate, HSB, presented this item.

Highlights:

- The proponent reported that the Master of Management program has been designed to allow students with diverse academic backgrounds the opportunity to build knowledge and additional capabilities around management. The proponent noted that the program will be marketed towards existing students at the University of Calgary and newly graduated students.
- In response to a concern about the quarterly structure, specifically the November start date and potential complications with room scheduling, exam scheduling, and fee payment deadlines it was explained that students enrolled for a November intake would be required to pay their fees by the end of September or have manual entries done to avoid late payment fees. The Committee discussed the possibility of having terms start in January and July to avoid these potential complications.
- The Committee also noted that confirmation of graduation from an undergraduate program does not occur until late May and that this could be an issue for admitting students for a May start date
- The Committee requested that:
 - Inconsistencies within the proposal be addressed, such as ensuring the course names on the course list match the course names on the learning outcomes list, and removing “recommended” for the required course list
 - The statement regarding exploring the internship component be removed, as there is nothing in place at this time and this can be reviewed at a later date
 - The proposal use units under the admissions section
 - The proposal provide a more robust comparison between the Master of Management and the MBA to justify the need for both programs
 - A footnote be added under the table comparing the Master of Management and the MBA to note that the difference in time to completion may not apply to BComm graduates
 - To be consistent with other Masters programs at the University, the program preposition be changed from ‘in’ to ‘of’ and that the acronym for the program be ‘MM’
- The Committee determined that, given the feedback and the number of requested changes to the proposal, the proposal should be brought back to the Committee for further consideration before being recommended to APPC

Secretary's Note: The motion to approve the creation of a Master of Management was withdrawn.

7. Recommendation of the Suspension of the Master of Social Work/Master of Business Administration Combined Degree

Documentation for this item was circulated with the Agenda. Ellen Perrault, Associate Dean, Teaching and Learning, Faculty of Social Work, and Sally St. George, Graduate Program Director, Faculty of Social Work, presented this item.

Highlights:

- The proponents explained that, currently, there are no students enrolled in the Masters of Social Work/Masters of Business Administration combined degree program and that the request for suspension of the combined degree is based on the revitalization of the Social Work program and a lack of interest in the combined program
- It was reported that, once the Faculty of Social Work has its revitalized curriculum in place, it may look at a new offering of the program
- It was confirmed that the HSB is supportive of the proposal
- In response to a question, it was explained that it is unknown if there are any applications for admission for 2018-19, but the proponents noted that there is information on the website informing students that a suspension of the program is being sought. The proponents agreed to check to see if there are any applications, and will contact any applicants and issue a refund if necessary.

Moved/Seconded

That the Graduate Academic Programs Subcommittee recommend that the Academic Planning and Priorities Committee approve a five-year suspension of the Master of Social Work/Master of Business Administration combined degree program, effective immediately, as set out in the proposal provided to the Committee.

Carried

8. Recommendation of the Revisions to the Curriculum and the Creation of Pathways to the Master of Social Work

a) Creation of a Post-baccalaureate Certificate in Advanced Social Work Practice

b) Creation of a Post-baccalaureate Certificate in Clinical Social Work Practice

c) Creation of a Post-baccalaureate Certificate in Leadership in the Human Services

d) Creation of a Post-baccalaureate Certificate in International and Community Development

Documentation for this item was circulated with the Agenda. Ellen Perrault, Associate Dean, Teaching and Learning, Faculty of Social Work, and Sally St. George, Graduate Program Director, Faculty of Social Work, presented this item.

Highlights:

- The proponents reported that the curriculum for the Master of Social Work (MSW) has not been revitalized for a number of years and it is believed that the proposed changes will improve the quality of the program, make the curriculum more cohesive, expand outreach to rural communities and provide an opportunity for better cooperation and team teaching across the satellite campuses
- It was explained that the University of Calgary is the only institution in the province that offers a Master of Social Work and the program is often used as a model for other programs with similar delivery models. The only competing programs are online offerings from outside of the province.
- In response to questions, it was explained that:
 - The \$1,000 program fee is to be charged at the start of each Certificate. The Committee suggested that this be clarified in the proposal.
 - Each of the new certificates serve as a stand-alone credential, but there is also the option to ladder the certificate credits into the MSW
 - The Faculty will decide the focus areas for the certificates in advance of advertising
 - The Faculty would like to be able to offer the certificates to returning students more than once, with different focus areas
- The Committee discussed the complications of adding formal focus areas/specializations at this time and suggested that this idea should be further explored once the initial certificates are in place. It was clarified that the same credential, e.g. the Post-baccalaureate Certificate in Advanced Social Work Practice, cannot be completed more than once.

Moved/Seconded

That the Graduate Academic Programs Subcommittee recommend that the Academic Planning and Priorities Committee approve the revisions to the Master of Social Work (MSW) (course-based) curriculum and the creation of new pathways to and through the MSW, as set out in the proposal provided to the Committee.

Carried**Moved/Seconded**

That the Graduate Academic Programs Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of four new post-baccalaureate certificates in the Faculty of Social Work: the Post-baccalaureate Certificate in Advanced Social Work Practice; the Post-baccalaureate Certificate in Clinical Social Work Practice; the Post-baccalaureate Certificate in Leadership in the Human Services; and the Post-baccalaureate Certificate in International and Community Development, as set out in the proposals provided to the Committee.

Carried

9. Recommendation of the Creation of Student Communication Regulations

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

Highlights:

- The proponent explained it is the University's practice to use students UCalgary email account for official University communication, however this practice is not currently stated in the University Calendar and it is proposed to do this to formalize current practice and make this clear to students
- In response to a question, it was explained that IT is working on leaving students' UCalgary email accounts active for one year following a student leaving the University to accommodate communication, such as for student appeals
- The Committee discussed strategies for making students aware of this new regulation and ensuring compliance by University staff as well as students
- The Committee expressed its support for the proposal and agreed that this is critical for effective communication with students

Moved/Seconded

That the Graduate Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the establishment of an Academic Regulation for Student Communication, effective immediately, as set out in the document provided to the Committee.

Carried

10. Approval of Calendar Changes: Haskayne School of Business (DBA), Kinesiology, Sustainable Energy Development Program, Werklund School of Education

Documentation for this item was circulated with the Agenda. Lisa Young, Co-Chair, and Tanya Zdorenko, Graduate Calendar Editor, presented this item.

Highlights:

- The Co-Chair remarked that the GAPS Calendar Working Group reviewed all of the proposed Calendar changes and recommends the changes to the GAPS
- There were no questions

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the creation of a new calendar entry for the Doctor of Business Administration program in the Haskayne School of Business, as set out in the document 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 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 Calendar changes for the graduate program in Sustainable Energy Development, 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 Calendar changes for the graduate programs in 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**11. Nomenclature Regulations**

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

Highlights:

- The presenter reported that she has been working with the Vice-Provost (Graduate Studies) and the Senior Director, Academic and International Strategies to update a listing of types of credentials. The updated document will align with current nomenclature, the General Faculties Council Credential Framework and the provincial credential framework.
- The presenter requested that any comments on the document be sent to her by email and explained that the completed proposed listing document will be brought to the Committee in the new year for review and recommendation to the APPC

12. Status of Program Approvals

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 November 22, 2017 meeting.

Carried.

The meeting was adjourned at 4:09 p.m.

Susan Belcher
University Secretary