



General Faculties Council
GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

January 18, 2023, 10:00 a.m.

AD 167 & Zoom

Voting Members

Robin Yates
Kathryn King-Shier
Amy Dambrowitz
Jocelyn Hayley
Rhiannon Jones
Andy Knight
Mary O'Brien
Michael Wright
Warren Wilson

Regrets

James Steele
Francine Smith

Guests

Fabiola Aparicio-Ting, Associate Professor (Teaching), Community Health Sciences, Cumming School of Medicine – present for Item 5*
Fiona Clement, Professor, Community Health Sciences, Cumming School of Medicine – present for Item 5*

Observers

Kelly Hogle, Partner, Program Innovation, Provost Office – attended for Item 5
Jessica Revington, Program Innovation, Provost Office – attended virtually for Item 5
Karen Quinn, Analyst, Planning and Reviews, Provost Office – attended for Item 5

*via Zoom

Non-Voting Members

Christine Johns
Louise Wells

Secretary

Courtney McVie

Support Staff

Cherie Tutt*

Scribe

Holly Lywin

The Co-Chair called the meeting to order at 10:03 a.m. and confirmed quorum

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the January 18, 2023, Graduate Academic Program Subcommittee meeting be approved.

Carried

2. Remarks of the Co-Chairs

The Co-Chairs made no remarks.

3. Approval of the December 14, 2022 Meeting Minutes**Moved/Seconded**

That the Minutes for the December 14, 2022 Graduate Academic Program Subcommittee meeting be approved.

Carried

4. Calendar Changes for Graduate Programs

Documentation was circulated with the Agenda. Louise Wells, Lead - Graduate Calendar, Faculty of Graduate Studies, presented these items.

A. Approval of the Calendar changes for the Faculty of Social Work

Highlights:

- The presenters provided an overview of the proposed Calendar changes to the Faculty of Social Work's Masters (MSW) program. Changes include updates to course numbers to align with the University's established numbering conventions as well as updates to prerequisites to improve clarity. Other changes were made across the Calendar entry to increase overall clarity and align program websites.
- It was noted that the course details for the Graduate Certificates in Social Work were approved at the September GAPS meeting
- The Committee discussed the proposed changes, noting that the removal of 'thesis supervisor' within the MSW Calendar entry would only be applicable to the course-based program
- The Committee recommended:
 - Foundation Statement be phrased in a positive way for more clarity e.g. inclusion of course-based students versus exclusion of the thesis students
 - Revise the foundational course numbers for the thesis-based statement to mirror the course-based statement within Section 5.1
 - Revise the PhD Thesis Coordinator statement to parallel the thesis-based statement in Section 10
 - Editorial change to add clarity to the corequisites for SOWK 660 in the course-based MSW and consider parallel changes to the thesis based MSW statement

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the Calendar changes for the Faculty of Social Work, as set out in the document provided to the GAPS, and as recommended by the GAPS Calendar with the required amendments and associated clarification in the Graduate Calendar.

Carried**B. Approval of the Calendar changes for the Faculty of Nursing****Highlights:**

- The presenters provided an overview of the proposed Calendar changes for the Faculty of Nursing's Master of Nursing (MN)-Thesis, PhD, and Doctor of Nursing (DN) programs. Changes include removing Immunization, N95, Criminal Record Check, and CPR requirements as there is no practical components for these programs; updates to add clarity around Academic modules and mandatory attendance at Connect Days; as well as corrections to course classifications, updates to prerequisites, CR/F courses, and removal of courses that are no longer offered
- In response to a question, it was explained that the change to the GFC hours for Nursing 607 will correct the classification of the course from lab to seminar and that Nursing 707 is correct as a lab
- The Committee discussed the mandatory attendance proposed for Connect Days and learned that the days are important virtual residency opportunities that provide students a strong Nursing foundation. It was also learned that there are no marks specifically for attendance, but students are expected to attend and those who do not attend are withdrawn from the course.
- The Committee discussed the importance of students being made aware of the dates for Connect Days. It was learned that to ensure student are available, dates for Connect Days are organized no less than six months ahead of time. The Committee requested confirmation that the dates are posted both on course outlines and on the program website.
- The GAPS expressed concern that the language regarding mandatory attendance for Connect Days was not clear and may lead to student appeals and suggested "May be asked to withdraw" be updated to "Will normally be withdrawn".
- The Committee also expressed concern that students may not understand that there is flexibility for legitimate absences from Connect Days. It was explained that these would be identified when the instructor reached out to the student to investigate the absence.

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the Calendar changes for the Faculty of Nursing, as set out in the document provided to the GAPS, and as recommended by the GAPS Calendar Working Group with the required amendment.

Carried**5. Recommendation of the Creation of the Graduate Certificate & II****A. Community Health Sciences I**

Documentation was circulated with the Agenda. Fiona Clement and Fabiola Aparicio-Ting presented these items.

Highlights:

- The presenters explained that the proposed creation of the Graduate Certificate in Community Health Sciences I and II was structured to respond to demand for people with essential competencies and training in broad public health competencies. Each certificate is designed as a 12-unit certificate (4, 3-unit courses) with a choice of five sub-specializations and that students can complete Certificate II with a different sub-specialization following completion of Certificate I. In the future it is expected that the certificates will ladder into a transdisciplinary master's degree, but currently there is no extra credential awarded if both are completed.
- In response to a question, it was reported that applicants do not need to have completed a health-related program to apply, however, marketing and recruitment efforts will be targeted at working professionals in health-related fields
- The Committee discussed: expected class sizes in relation to the number of courses being offered; the level of Indigenous consultation on this proposal and the need for engagement, in particular, in areas with a high level of impact on Indigenous communities and broader challenges for engaging Indigenous students and scholars; and the different tuition cost for course-based versus thesis-based program
- The Committee recommended that:
 - The admission requirements be clarified to ensure that it is understood that people with a background in any discipline may apply
 - Terminology used in the faculty salaries and benefits section regarding professorial and instructional staff be updated to reflect current language
 - In the budget section, the number of courses offered per year, and the minimum number of students needed in each course for financial sustainability be clarified
 - The pedagogical and student experience rationale for small class sizes in the certificates be outlined in the proposals

Moved/Seconded

That the Graduate Academic Program Subcommittee recommend the creation of the Graduate Certificate in Community Health Sciences I and Community Health Sciences II to the Academic Planning and Priorities Committee, as set out in the proposal provided to the Subcommittee with the required amendments.

Carried

Moved/Seconded

That the Graduate Academic Program Subcommittee recommend the creation of the Graduate Certificate in Community Health Sciences II to the Academic Planning and Priorities Committee, as set out in the proposal provided to the Subcommittee with the required amendments.

Carried

6. Status of Program Approvals

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

7. Other Business

There was no other business.

8. Adjournment**Moved/Seconded**

That the Graduate Academic Program Subcommittee adjourn the January 19, 2023 meeting.

Carried

The meeting was adjourned at 11:59 a.m.

Courtney McVie
Secretary