



UNIVERSITY OF
CALGARY

General Faculties Council
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Approved Minutes

Meeting #145
February 14, 2022, 2:00 p.m.

By Zoom platform

Voting Members

Teri Balsler, Co-Chair
Tara Beattie, Academic Co-Chair
Elena Braverman
Nicole Culos-Reed
Michael Hart
Nicole Schmidt – left during Item 8
Malinda Smith – arrived during Item 5
Dora Tam
Barry Wylant

Non-Voting Members

David Stewart
Melanie Zimmer

Meeting Secretary

Cherie Tutt

Scribe

Tasha Hodzic

Staff

Elizabeth Sjogren

Regrets

Violet Baron
Tanille Shandro
Amy Warren
Penny Werthner

Guests

Susan Barker, Co-Chair of the Calendar and Curriculum Subcommittee – present for Items 7 & 8
Melissa Boyce, Associate Dean (Undergraduate & Student), Faculty of Arts – present for Item 4
Debbie Bruckner, Senior Director - Student Wellness - Access and Support – present for Item 9
Wei Cai, Associate Professor; School of Languages, Linguistics, Literatures and Cultures – present for Item 4
Luisa Cruz-Milette, Program Manager, Seminars Designations & Corporate Training, Continuing Education– present for Item 6
Lisa Gieg, Associate Head (Undergraduate), Department of Biological Sciences – present for Item 5
David Hansen, Department Head, Department of Biological Sciences – present for Item 5
Catherine Laing, Associate Dean (Undergraduate Programs), Faculty of Nursing – present for Item 7
Sheila LeBlanc, Director, Continuing Education– present for Item 6
Robert McCorkell, Associate Dean (Academic), Faculty of Veterinary Medicine – present for Item 8
Michele Moon, Team Lead, Wellbeing and Worklife – present for Item 9
MacDonald Oguike, Associate Director, Corporate Training & Workforce Development Programs, CE – present for Item 6
Leslie Reid, Co-Chair of the Academic Program Subcommittee – present for Items 4-6
Sean Rogers, Professor, Department of Biological Sciences – present for Item 5
Andrew Szeto, Director - Mental Health Strategy – present for Item 9

Observers

Christine Johns, Senior Director (Academic & International Strategies)
Elizabeth Pando, Program Proposal Specialist – present for Items 4 – 6
Kelly Kay Spurlock, Analyst, Planning and Reviews – present for Items 4 – 9

The Co-Chair called the meeting to order at 2:03 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the February 14, 2022 Academic Planning and Priorities Committee meeting be approved.

Carried

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

The Co-Chair made no remarks.

The Academic Co-Chair reported that the annual mid-year Academic Planning and Priorities Committee (APPC) membership survey will be circulated soon and that the Secretariat will anonymize the feedback provided by the members for the Co-Chairs, who will then share and discuss the comments at a future APPC meeting. It was noted that comments can also be sent directly to the Co-Chairs and that members can reach out to them at any time, not just during the survey. The Academic Co-Chair then provided a brief overview of the role and responsibilities of the APPC and noted that the Terms of Reference will be circulated with the survey.

3. Approval of the January 31, 2022 Meeting Minutes

Documentation was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Academic Planning and Priorities Committee meeting held on January 31, 2022 be approved.

Carried

4. Approval of the Creation of a Certificate in Teaching Chinese as a Second Language and an Embedded Certificate in Teaching Chinese as a Second Language

Documentation was circulated with the Agenda. Melissa Boyce, Wei Cai and Leslie Reid presented this item.

Highlights:

- The proponents provided an overview of the proposals for the creation of a Certificate in Teaching Chinese as a Second Language and an Embedded Certificate in Teaching Chinese as a Second Language within the School of Languages, Linguistics, Literatures and Cultures (SLLLC). The proponents reported that there is a significant amount of Chinese language programming offered in K-12 schools across the country, that these certificates will provide knowledge and skills for Chinese language teachers and future teachers, and that these certificates will be the first of their kind in Canada and it is anticipated there will be strong demand for them.

- In response to questions, the proponents:
 - Provided an overview of the intended use and anticipated costs of sessional instructors for the certificate programs and confirmed that the certificates can be offered using current resources and that faculty will be prioritized to teach, but there will be a limited need for sessional instructors used in compliance with the Collective Agreement with the University of Calgary Faculty Association and the Board of Governors
 - Clarified that to achieve full-time status students need to complete 9 units per term, which in this case is 3 courses, Calgary Board of Education teachers can apply for leave and funding for professional development programming, such as the Certificate in Teaching Chinese as a Second Language, courses will be offered all terms, including Spring and Summer, but it may take practicing teachers two years to complete the Certificate
 - Clarified that the main Chinese language of instruction in K-12 is Mandarin and not Cantonese
 - Explained that students are required to have a Chinese language background to be eligible for the certificates, that offering the certificates will hopefully increase the diversity of the teacher population and student body and that offering these certificates in an online format should improve accessibility. Open Studies students could take entry level Chinese language courses to develop the necessary language skills needed for the Certificate programs.
- The Co-Chairs explained that previous feedback provided by Committee members relating to what information is provided in the staffing sections of the proposal documents is still being integrated into the proposal templates along with other suggestions from the Committee, but noted that they will pass along feedback to the Program Innovation Team to have this integrated in future proposals coming before the Committee
- The Committee suggested some considerations for marketing the program and provided some minor editorial corrections
- The Committee requested that the staffing sections of the proposals be amended to address how sessional instructor use for the certificates aligns and is compliant with section 23.2 of the Collective Agreement with the University of Calgary Faculty Association and the Board of Governors and that related revisions be carried to the budget sections of the proposals, if appropriate

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the creation of a Certificate in Teaching Chinese as a Second Language within the School of Languages, Linguistics, Literatures and Cultures (SLLLC) as set out in the proposal provided to the APPC and as recommended by the Academic Program Subcommittee, with the requested amendments to the proposal documents.

Carried**Moved/Seconded**

That the Academic Planning and Priorities Committee (APPC) approve the creation of an Embedded Certificate in Teaching Chinese as a Second Language within the School of Languages, Linguistics, Literatures and Cultures (SLLLC) as set out in the proposal provided to the APPC and as recommended by the Academic Program Subcommittee, with the requested amendments to the proposal documents.

Carried

5. Approval of the Suspension and Termination of the Ecology Major within the BSc program in Biological Sciences

Documentation was circulated with the Agenda. Sean Rogers, Dave Hansen, Lisa Gieg and Leslie Reid presented this item.

Highlights:

- The proponents provided an overview of the proposal to suspend and eventually terminate the Ecology Major program, including the Honours program, within the Bachelor of Science (BSc) program in Biological Sciences. The proponents reported that the program has been low enrolment for several years, that the suspension and subsequent termination are in response to feedback received from the 2015 Unit Review and a 2019 Department Retreat, and that the core courses from the Ecology Major have been incorporated into newly created Concentrations in Biodiversity and Conservation and Genetics and Evolution, which the department believe will better serve students.
- In response to questions, the proponents:
 - Reviewed the other Ecology related programming offerings across the province and how they differ from the UCalgary program and the possible reasons for the low enrollment and popular programs within the Department
 - Reported that there was not a specific survey to ask current Ecology Majors if they would want to change to a concentration versus finishing their program as is, but the students were surveyed about all the concentrations and the ones that were approved were ranked at the top by students and some interest has been expressed. The concentrations will start to be advertised in March and students will have an option to request a change of program.

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the immediate suspension and eventual termination of the Ecology Major (including the Honours program) within the Bachelor of Science program, Department of Biological Sciences as set out in the proposal provided to the APPC, and as recommended by the Academic Program Subcommittee.

Carried

Malinda Smith abstained.

6. Approval of the Creation of a Non-Credit Lean Six Sigma Fundamentals Certificate

Documentation was circulated with the Agenda. Sheila LeBlanc, MacDonald Oguike and Luisa Cruz-Milette presented this item.

Highlights:

- The proponents provided an overview of the proposal for the creation of a Lean Six Sigma Fundamentals Certificate program. The proponents highlighted that this non-credit, professional development certificate will bring the existing Lean Six Sigma courses in alignment with the University's Non-credit Professional and Continuing Credential. It was reported that students will, upon completion of the certificate, be prepared to complete both Lean Six Sigma accreditation exams.

- In response to questions, the proponents:
 - Provided an overview of the work that Continuing Education (CE) has begun doing around implementing the recommendations in ii' taa'poh'to'p, and acknowledged that there is more work to be done and that CE is considering how best to address this given its structure, so that improvements can be made on an ongoing basis. The Committee expressed that content relating to how curriculum relates to diverse groups, such as Indigenous peoples, should be outlined in CE proposals, such as the ability to tailor case studies/projects.
 - Explained the rationale for the budget and the course fees, specifically referencing competitor programming and pricing to create repeat learners
 - Provided an overview of the anticipated student make-up for the Certificate, and which equity deserving groups it may serve
- The Committee requested that the error in the budget table be corrected. The Committee observed the need to be mindful of the language used around accessibility and generalizing issues of income for people in equity deserving groups, and that it is best for clarity to specify if there is an equity deserving group the proponents are referring to and requested that the section relating Equity Diversity and Inclusion be updated to address this.

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the creation of the non-credit Lean Six Sigma Fundamentals Certificate, as set out in the documents provided to the APPC, with the requested amendments to the proposal documents.

Carried

7. Approval of Changes to the Undergraduate Admissions Requirements Section A.5.3.1 Transfer Admission Requirements (Faculty of Nursing)

Documentation was circulated with the Agenda. Susan Barker and Catherine Laing presented this item.

Highlights:

- The proponents provided an overview of the revisions to the Undergraduate Admissions Requirements Section A.5.3.1 *Transfer Admission Requirements* in the University Calendar for the Faculty of Nursing. The proponents highlighted that the changes to the Transfer and Degree Holder Routes align with existing practice for the Faculty of Nursing to accept up to three units of Arts or Humanities courses in lieu of an English course and that these changes improve clarity and transparency.
- The Committee had no questions

Moved/Seconded

That the Academic Planning and Priorities Committee approve the revisions to the Undergraduate Admissions Requirements Section A.5.3.1 *Transfer Admission Requirements*, as set out in the documents provided to the APPC, and as recommended by the Calendar and Curriculum Subcommittee.

Carried

8. Approval of Changes to the Admissions Processes and Requirements for the Doctor of Veterinary Medicine

Documentation was circulated with the Agenda. Robert McCorkell and Susan Barker presented this item.

Highlights:

- The proponents provided an overview of the changes for the Faculty of Veterinary Medicine admission regulations, which include clarifying admissions eligibility for Indigenous applicants, stating the Faculty's commitment to equity, diversity and inclusion, and retroactively approving a change to the English Language Proficiency requirements for entry to the Doctor of Veterinary Medicine (DVM) program, which were implemented in 2019
- The Committee requested the following amendment: "UCVM is committed to an equitable, diverse, and inclusive admissions process ~~free from discrimination and bias.~~" understanding that it is the Faculty's intent to have a process free from discrimination and bias, but this cannot be guaranteed at this point in time

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the revisions to the admissions regulations: *Eligibility* for the Doctor of Veterinary Medicine program, as set out in the document provided to the APPC, and as recommended by the Calendar and Curriculum Subcommittee, with the requested amendment to the Calendar language.

Carried

Moved/Seconded

That the Academic Planning and Priorities Committee (APPC) approve the retroactive changes to the English Language Proficiency admissions requirements for the Doctor of Veterinary Medicine program, effective July 1, 2019 as set out in the document provided to the APPC, and as recommended by the Calendar and Curriculum Subcommittee.

Carried

9. Quality Assurance Unit Review: Campus Mental Health Strategy

Documentation was circulated with the Agenda. Andrew Szeto, Debbie Bruckner, Michele Moon and Teri Balsler presented this item.

Highlights:

- The presenters provided an overview of the Quality Assurance Unit Review for the Campus Mental Health Strategy, highlighting:
 - The review was completed in November 2021, and the subsequent report was positive and reflected the efforts made and holistic approach to mental health at the University
 - The team is busy digesting and implementing the recommendations, and is making plans for integrating health in the broader sense with mental health, including nutrition and physical health, further embedding mental health into the curriculum and creating resources for teaching and learning, considering the organizational structure, and determining next steps including stakeholder engagement

- The Committee commended the presenters on the organized and in-depth responses to the recommendations and the efforts taken to date

10. Subcommittee Reports: Academic Program Subcommittee January 17, 2022 and Calendar and Curriculum Subcommittee January 20, 2022

Documentation was circulated with the Agenda for information only.

11. Status of Program Approvals Report

Documentation was circulated with the Agenda for information only.

12. Other Business

There was no other business.

13. Adjournment

Moved/Seconded

The February 14, 2022 Academic Planning and Priorities Committee meeting was adjourned by consensus.

Carried

The meeting was adjourned at 3:55 p.m.

Cherie Tutt
Meeting Secretary