



General Faculties Council
Academic Planning and Priorities Committee
Approved Minutes

Monday, February 3, 2025, 2:00 p.m.
Meeting #184

A167/Zoom

Voting Members

Robin Yates, Co-Chair
Dawn Johnston, Academic Co-Chair
Mark Bauer
Cydnee Seneviratne*
Barbara Brown
Sheri Madigan
Michael Hart*
Ermia Rezaei-Afsah
Saaka Sulemana Saaka

Non-Voting Members

Tarun Aggarwal
Hannah Ashton
Justine Wheeler*

Guests

Wendy Benoit, Co-Chair, Academic Program Subcommittee – present for Item 3
Melissa Boyce, Associate Dean, Academic, Faculty of Arts – present for Item 3
Aaron Williams*, Undergraduate Program Director, Geography, Faculty of Arts – present for Item 3
Nick Holt*, Dean, Faculty of Kinesiology – present for Item 4
Tara Beattie*, Dean and Vice-Provost, Graduate Studies – present for Item 5

**Attended virtually*

Secretary

Courtney McVie

Scribe

Michelle Speta

Regrets

Kristin Baetz

Observers/Resource Personnel

Christine Johns, Associate Deputy Provost
Janelle Morris*, Program Innovation Partner
Kelly Hoglund*, Senior Specialist, Academic Initiatives
Kelly Kay Spurlock*, Analyst, Planning and Reviews

Secretary's Note: In accordance with the General Faculties Council (GFC) Bylaws Section 8.2, the motion box and "Carried" denotation serves as the entry in the minutes that the Chair of the meeting declared the motion carried.

The Co-Chair called the meeting to order at 2:01 p.m. and confirmed quorum.

1. Meeting Opening

1.1. Approval of the Agenda

Moved/Seconded

That the Agenda for the February 3, 2025 Academic Planning and Priorities Committee meeting be approved.

Carried

1.2. Traditional Land Acknowledgement

The Co-Chair provided a Traditional Land Acknowledgement.

1.3. Remarks of the Chair

The Academic Co-Chair shared that Marjan Eggermont needed to end her term on APPC early and shared gratitude for her contributions to the Committee. It was noted that the GFC Executive Committee will be appointing a new member at their next meeting.

2. Approval of the January 13, 2025 Meeting Minutes

Documentation was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Academic Planning and Priorities Committee meeting held on January 13, 2025 be approved.

Carried

3. Approval of the Creation of the Bachelor of Arts (Honours) Degree in Urban Studies, Faculty of Arts

Documentation was circulated with the Agenda. From the Faculty of Arts, Melissa Boyce, Associate Dean, Academic and Aaron Williams, Undergraduate Program Director, Geography presented this item. Wendy Benoit, Co-Chair of the Academic Program Subcommittee (APS), provided comments on the APS' recommendation.

Highlights:

- The presenters provided an overview of the proposal to create an Honours degree stream for the existing Bachelor of Arts (BA) in Urban Studies program, offered through the Department of Geography in the Faculty of Arts. The presenters shared that the Urban Studies program, which currently has 249 students, is one of eight undergraduate programs offered in Canada and half of these programs offer an Honours option.
- Providing students with an opportunity to gain research experience and develop research skills is important because many career pathways for Urban Studies graduates involve research. This is also a growing field in graduate education, with 21 graduate programs offered across Canada.
- The presenters noted that the Department of Geography is in the midst of a curriculum review, which is expected to result in updated learning outcomes for both the Major and Honours Urban Studies programs.
- In response to questions, it was explained that:
 - Students will apply for the Honours program in the Winter term of their third year in the Major program. Units that are in-progress at the time of application count towards the 90-unit requirement for admission.
 - Many Honours theses are likely to include work-integrated learning (WIL) components, however completion of WIL was not made mandatory for the Honours program to avoid limiting what kind of projects students could undertake.

- There are a number of 400- and 500-level methods courses specific to Urban Studies, offered under the Geography (GEOG) course code. Courses would be selected with advice from the Honours thesis supervisor. For statistics, Urban Studies students complete the same courses as Geography Majors.
- The projection of five students per year in the Urban Studies Honours program is based on the Geography Honours program's enrolment data. There are no concerns regarding faculty member workload for this level of enrolment and this proposal received unanimous support at the Department level.
- Students are required to indicate their supervisor at the time of application to the Honours degree, to ensure that there will not be more admitted students than available supervisors. If the program were to grow in the future, options will be explored for addressing impact to faculty member workload.
- The Committee's discussion included:
 - Consideration of possible impacts to the University of Calgary Conjoint Faculties Research Ethics Board (CFREB) workload, as Honours students' submissions could result in an increased volume of applications being submitted within a short period of time. However, it was noted that ethics approval is not expected to be needed for all Honours thesis projects in this program.
 - Concerns regarding lack of clear commitments on Indigenous Engagement. Recognizing that 60% of Indigenous Peoples in Canada live in urban areas, Indigenous Engagement for a program like this is critical and need not wait for a curriculum review to be completed.
- The Urban Studies program's Indigenous Engagement components will be part of the curriculum review process for the Major to have bigger impact, rather than focus only on the Honours stream that is expected to admit only five students per year. It was confirmed that the Department of Geography is working with the Taylor Institute's Educational Development Consultant – Indigenous Ways of Knowing on the curriculum review.
- The Committee recommended that CFREB be notified of the new Honours program and that the availability of WIL opportunities in the Honours program, albeit not mandatory, be communicated to students.
- The Committee also suggested that future consideration be given to potential collaboration with the new Campus as a Learning Lab initiative, as well as whether this program would be a suitable candidate for a 4+1 type of Master's degree.

Moved/Seconded

That the Academic Planning and Priorities Committee approve the creation of the Bachelor of Arts (Honours) in Urban Studies in the Faculty of Arts, effective Fall 2026, as recommended by the Academic Program Subcommittee and as set out in the documents provided to the Committee.

Carried

Michael Hart abstained.

4. Faculty of Kinesiology Unit Review Report

Documentation was circulated with the Agenda. Nick Holt, Dean, Faculty of Kinesiology presented this item for discussion.

Highlights:

- The presenter provided an overview of the Faculty of Kinesiology's unit review report, which was completed following the site visit in May 2024. Specifically, the presenter highlighted the following recommendations:
 - Augmenting senior leadership. Although similar Faculties at peer institutions have a Vice-Dean, the Faculty of Kinesiology cannot appoint a Vice-Dean due to its size, as per the collective agreement with The University of Calgary Faculty Association (TUCFA). The Faculty of Kinesiology is instead considering appointing a Senior Associate Dean. A new Director of Facilities and Operations has also been hired to address this recommendation.
 - Enhancing cohesion and integration across the Faculty. One of the challenges the Faculty faces is that academic staff are currently separated across two buildings, and the business units are somewhat segregated from the academic unit. Integration through collaboration is the central theme of the Faculty's strategic plan, *Together, Stronger*.
 - Dedicating more resources to Indigenous Engagement. The Faculty has undertaken a number of significant initiatives since the unit review, including the launch of an Indigenous Pathway Program (IPP) for admission starting in Fall 2025 and a revised design for the Taylor Family Kinesiology Building informed by an Indigenous architectural firm and reviewed by a group of the University's Elders.
- The presenter explained that Kinesiology comprises five units; the Academic Faculty, and four business units: Active Living, Dinos Athletics, the Olympic Oval, and the Sport Medicine Centre. The unit review report was shared with leaders of all business units, as well as circulated to academic staff, and discussed at Faculty Council.
- In response to questions, it was explained that:
 - The unit review report was not distributed to all Kinesiology students. However, Faculty Council includes both undergraduate and graduate student representatives as voting members, and students were invited to participate in the Faculty's self-assessment survey. Additionally, both undergraduate and graduate students participated in the site visit. The Faculty is responsible for selecting students to participate in these sessions, typically including both student leaders and individuals from the broader student body.
 - The Faculty recently passed a new graduate student funding model and is working to make more graduate student funding available (e.g., from the Joan Snyder gift).
 - The Faculty's recreation facilities, such as the Fitness Centre, were built for a student population of 15,000. The Faculty is exploring creative ways to repurpose spaces to meet demand, while also investigating fundraising opportunities for future growth.
- The Committee commended the Faculty of Kinesiology for their commitment to making progress on the recommendation regarding Indigenous Engagement.

5. Faculty of Graduate Studies' Artificial Intelligence Guidelines

Documentation was circulated with the Agenda. Tara Beattie, Dean and Vice-Provost, Graduate Studies presented this item for discussion.

Highlights:

- The presenter provided an overview of the Faculty of Graduate Studies' (FGS') new guidelines for the use of generative artificial intelligence (GenAI) in graduate studies, explaining that this document is not intended to be a policy or regulation. These are guidelines that graduate students and their supervisors can refer to

when making decisions regarding the use of GenAI.

- The guidelines were developed based on the 2023 report *Generative AI and Graduate and Postdoctoral Research and Supervision* published by the Western Canadian Deans of Graduate Studies' Generative AI Working Group. The guidelines are intended to be a living document that will be regularly reviewed and updated.
- The guidelines mostly use the terms “should” and “may”, rather than “must”, except regarding the transparency statement. The guidelines state that students must fully disclose the use of GenAI tools in their work to adhere to academic integrity, and provide an example transparency statement.
- In response to questions, it was explained that:
 - Discussion of the GenAI guidelines will be added to the FGS' Checklist of Expectations for Graduate Students and Supervisors, which must be completed within the first two months of a student and supervisor working together.
 - For transparency statements, students use the example provided in the guidelines as a template, or choose to write their own.
- The discussion included:
 - Students need to be aware that GenAI may give their work a particular perspective. It is the student's responsibility to review what was produced by the GenAI, evaluate it critically, and ensure that it reflects a view they want their name attached to.
 - Considerations for research ethics applications. Since the guidelines recommend that students obtain written authorization from their supervisor for the use of GenAI in their work, this written authorization could be included in applications submitted to the CFREB.
 - The importance of ensuring that all members of an examination committee, not just the supervisory committee, are on the same page about the use of GenAI in the thesis. This could particularly be an issue with both internal-external and external examiners.
 - There is a need for training, as not all supervisors may have the skills to mentor their students on GenAI use, and students might not have a comprehensive understanding of the tools they are interested in using. However, the rapid pace at which the field of GenAI is evolving makes developing training resources very challenging.
 - Because of the challenges with detecting plagiarism, GenAI may force us to consider different types of assessment in graduate education.
- The Committee recommended that:
 - Agreement on GenAI use in the thesis be incorporated into the criteria that are considered in the approval of external examiners process.
 - References to Grammarly as a spell-checker be removed from the guidelines, recognizing that Grammarly has become a substantive GenAI tool that could be problematic in certain fields (e.g., creative writing).
 - The language in the guidelines and on the associated webpage be reviewed to ensure that “AI” is not used interchangeably with “GenAI”, as only the latter should be used.
- A typographical error was noted on page 6 of the guidelines, which should read “Libraries and Cultural Resources”, instead of “Library and Cultural Services.”

6. Subcommittee Reports

Documentation was circulated with the Agenda for information only.

The Academic Program Subcommittee provided a report for the meeting held January 20, 2025.

7. Program Approvals Status Report

Documentation was circulated with the Agenda for information only. A typographical error was noted on the first of the report; the suspension of the Bachelor of Nursing is proceeding to the Academic Program Subcommittee for approval, not the Graduate Academic Program Subcommittee.

8. Other Business

There was no other business.

9. Adjournment

The meeting was adjourned by consensus at 3:30 p.m.

Courtney McVie
University Secretary