



UNIVERSITY OF  
CALGARY

General Faculties Council  
**ACADEMIC PROGRAM SUBCOMMITTEE**  
Approved Minutes

Meeting #64  
May 9, 2022, 2:00 p.m.

By Zoom platform

***Voting Members***

Leslie Reid, Co-Chair  
Jocelyn Hayley, Academic Co-Chair  
Karen Benzies  
Amy Dambrowitz  
Ryan Hamilton  
Kathryn King-Shier  
Lorelli Nowell  
Shazia Jinnah

***Regrets***

Jason Wiens

***Non-Voting Members***

Christine Johns  
Justine Wheeler – left during Item 5

***Meeting Secretary***

Cherie Tutt

***Scribe***

Holly Lywin

***Staff***

Tasha Hodzic

***Guests and Observers***

Jennifer Cuthbertson, Associate Head Undergraduate, Department of Geoscience, present for Item 5  
David Feder, Associate Professor and Associate Head, Undergraduate, Faculty of Science, Department of Physics and Astronomy, Faculty of Science, present for Item 6  
Kelly Hoglund, Partner, Program Innovation, Office of the Provost, present for Item 5 & 6  
Steve Hubbard, Professor and Department Head, Department of Geoscience, present for Item 5  
Elizabeth Pando, Program Proposal Specialist, Office of the Provost, present for Item 5  
Mike Potter, Associate Head, Undergraduate and Teaching Professor, Department of Electrical and Software Engineering, Schulich School of Engineering, present for Item 6  
Bill Rosehart, Dean and Professor, Schulich School of Engineering, present for Item 6  
Meera Singh, Associate Dean, Academic and Planning (Student Affairs), Senior Instructor, Department of Mechanical and Manufacturing Engineering, Schulich School of Engineering, present for Item 6

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 May 9, 2022 Academic Program Subcommittee meeting be approved.

**Carried**

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

The Co-Chair and the Academic Co-Chair welcomed Shazia Jinnah as the new Students' Union representative on this occasion of her first meeting of the Academic Program Subcommittee.

**3. Approval of the March 7, 2022 Meeting Minutes**

Documentation was circulated with the Agenda.

**Moved/Seconded**

That the Minutes of the Academic Program Subcommittee meeting held on March 7, 2022 be approved.

**Carried**

**4. Recommendation of the Suspension and Termination of the Concentration in Petroleum Geology within the BSc and BSc Honours in Geology and BSc and BSc Honours in Geology (Internship)**

Documentation was circulated with the Agenda. Jennifer Cuthbertson and Steve Hubbard

Highlights:

- The presenters provided an overview of the proposal for the suspension and eventual termination for the concentration in Petroleum Geology within the Bachelor of Science (BSc) and BSc Honours in Geology and BSc and BSc Honours in Geology (Internship) program. It was highlighted that the suspension and termination are due to a decrease in student interest in this Concentration. The department will continue to offer some petroleum focused courses but is working on designing new courses focused on renewable and other energy sources to reflect societal demands. The presenters confirmed that there would be no changes to administrative staffing.
- In response to questions, it was explained:
  - Students will still be able to build knowledge and awareness of petroleum geoscience by electing to take courses in this area
  - The three students that are currently enrolled in the Concentration will be able to finish it and it is believed that the quality of the student experience will be maintained
  - The program is in the process of curriculum redevelopment, and it is expected this work will occur over the next three years and will aim to integrate indigenous ways of knowing into the curriculum and make a link between understanding geoscience through relationships to the land

**Moved/Seconded**

That the Academic Program Subcommittee (APS) recommend that the Academic Planning and Priorities Committee (APPC) approve the immediate suspension and eventual termination of the Concentration in Petroleum Geology within the Bachelor of Science (BSc) and BSc Honours in Geology and BSc and BSc Honours in Geology (Internship) as set out in the proposal provided to the APS.

**Carried**

5. **Recommendation of the Creation of a Bachelor of Science in Engineering Physics in the Schulich School of Engineering and the Faculty of Science**

Documentation was circulated with the Agenda. Bill Rosehart, David Feder, Mike Potter, and Meera Singh presented this item.

Highlights:

- The proponents provided an overview of the proposal for the creation of the BSc in Engineering Physics, highlighting that the proposal was co-developed between the Schulich School of Engineering (SSE) and the Faculty of Science to create an academically strong and interdisciplinary proposal that is unique to Calgary
- In response to questions, the presenters explained that:
  - The home Faculty for the program is the SSE
  - All undergraduate engineering students take a common first year. Students who meet the entry requirements would then be admitted into the Engineering Physics program during their second year. Therefore, the cohort would be admitted 2022-2023 but would declare their major in 2023-2024.
  - The Faculty has reached out to the Canadian Engineering Accreditation Board regarding the flexible grade (CG) option and the CG grade is not currently supported at this time
  - That the SSE is working with the Department of Physics to see if there are any possibilities for internal Physics students to transfer to the program, but due to engineering's common first year this is challenging. An Engineering Physics minor may be explored in the future if there is demand.
- The Committee expressed concern at the program's intensity and rigid course structure and schedule. The Committee requested that risks be clearly communicated to prospective students up front, that off-ramps be further explored/considered, and that the Faculty monitor student wellness and mental health for the first few cohorts.
- The Committee recommended that:
  - The funding section in the briefing note be updated to add clarity prior to be presented to the Academic Planning and Priorities Committee (APPC), particularly addressing the expansion funding
  - Attention should be given to training staff to provide advising to prospective students, so they understand the structured nature of the program and that the proposal include an advising plan

6. **Annual Committee Performance Review and Review of the APS Terms of Reference**

Documentation was circulated with the Agenda. The Co-Chair and Academic Co-Chair presented this item.

The Committee was given an opportunity to discuss its functioning and Terms of Reference, and discussion included:

- The meetings are well organized, and members appreciate the diversity of perspectives on the Committee and the positive nature of the meetings
- That it would be beneficial to receive meeting invitations
- That it may be beneficial to send some types of questions to the proponents in advance of the meeting or provide proponents with typical thematic question areas. The Academic Co-Chair agreed to review the minutes of the past meetings over the summer to look for key themes and will further discuss these with the Committee next year.
- That Committee members can reach out to Christine John’s office or the Secretariat to get clarification or to ask proponents to prepare answers on specific questions
- That if questions are sent in advance to proponents, it would be necessary to still ask the question at the meeting, so that responses can be captured in the minutes and reflect the Committee’s due diligence
- That more education is needed for the Committee to understand how Equity, Diversity, Inclusion and Accessibility (EDIA), Indigenous Engagement, and Mental Health and Wellbeing should be incorporated into proposals. It was noted that guidelines to support proponents for EDIA and Indigenous Engagement have been developed and will be presented to the APPC in June and to its subcommittees in the Fall.
- That conversations during proponent presentations are meant to be helpful, collegial, and supportive and what ‘needs to be considered’ versus ‘requires changes to move forward’ feedback from Committees should be explicitly distinguished

**7. Status of Program Approvals**

Documentation was circulated with the Agenda for information only.

**8. Other Business**

There was no other business.

**9. Adjournment**

<p><b>Moved/Seconded</b> That the Academic Program Subcommittee adjourn the May 9, 2022 meeting.</p> <p style="text-align: right;"><b>Carried</b></p>
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The meeting was adjourned at 3:41 p.m.

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Cherie Tutt  
Meeting Secretary