



UNIVERSITY OF
CALGARY

General Faculties Council
ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #50
May 11, 2020, 2:00 p.m.

By Zoom platform

Voting Members

Leslie Reid, Co-Chair
Jim Brandon, Academic Co-Chair
Semhar Abraha
Isabelle Barrette-Ng
Jocelyn Hayley
Peggy Hedges
Paul Mains
Mary O'Brien
Angelique Saweczko – arrived during Item 2

Non-Voting Members

Christine Johns – arrived during Item 2

Secretary

Susan Belcher

Scribe

Elizabeth Sjogren

Regrets

Karen Then

Guests

Alice De Koning, Academic Director, Hunter Hub for Entrepreneurial Thinking – present for Item 4
Jim Dewald, Dean, Haskayne School of Business – present for Items 4 and 5
Shelly Kirkland, Project Specialist, Canadian Centre for Advanced Leadership in Business – present for Item 5
Janelle Morris, Program Specialist, Haskayne School of Business – present for Items 4 and 5
Virginia Tumas, Associate Dean, Undergraduate Programs and Student Affairs, Faculty of Arts – present for Items 6 and 7
Sherry Weaver, Associate Dean, Undergraduate Programs, Haskayne School of Business – present for Items 4 and 5
Justin Weinhardt, Associate Professor, Haskayne School of Business – present for Item 5

Observers

Jaclyn Carter, University Secretariat
Sara Fedoruk, Analyst, Planning and Reviews, Office of the Provost – present for Items 1-7
Kelly Hoglund, Program Support Specialist, Office of the Provost – present for Items 4-7

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

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the May 11, 2020 Academic Program Subcommittee meeting be approved.

Carried

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

The Co-Chair included the following in her remarks:

- Peggy Hedges, Haskayne School of Business, and Paul Mains, Cumming School of Medicine and the Academic Co-Chair of the Graduate Academic Program Subcommittee, were acknowledged on this occasion of their last meeting, and Semhar Abraha, Students' Union Vice-President (Academic), was welcomed
- Information about embedded certificates was provided, including that these are thematic in nature, interdisciplinary, and not for laddering. A working group has been struck by the Vice-Provost (Teaching and Learning) to consider embedded certificates in general and to review the embedded certificate content in the University Calendar. The working group will bring forward recommendations to the Academic Planning and Priorities Committee (APPC), such as for a clear definition of embedded certificates and whether components (e.g. a capstone course) should be required. The Committee was reminded that embedded certificate proposals moving through the approval process at this time should be assessed based on the guidelines currently in the University Calendar, and that embedded certificate programs can be reviewed once any new guidelines are in place.

The Academic Co-Chair included the following in his remarks:

- The Committee's annual report is being prepared for submission to the APPC
- The annual review of how the Committee is functioning is being conducted, and this will be addressed during Item 8
- The Committee's members were thanked for their efforts in providing effective feedback on proposals throughout the year

3. Approval of the April 20, 2020 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Academic Program Subcommittee meeting held on April 20, 2020 be approved.

Carried

4. Embedded Certificate in Entrepreneurial Thinking

Documentation for this item was circulated with the Agenda. Alice De Koning, Janelle Morris, Sherry Weaver, and Jim Dewald presented this item.

Highlights:

- The proponents provided an overview of the proposal from the Haskayne School of Business (HSB) to create an embedded certificate in Entrepreneurial Thinking. The proponents noted that the course list is in development, and that it will likely change over time in response to Faculties' course offerings.
- In response to questions it was reported that:
 - The capstone course will be manageable because students will be in course sections of 12-20 persons, rather than all together in one large class. This is the same model that is being

successfully used for the Master of Business Administration (MBA) program.

- It is expected that the capstone course sections will be organised by theme in order to support effective mentoring
 - The courses will be taught by instructors from across the University and the HSB has a strong pool of sessional instructors, and so the hiring of additional staff will not be necessary
 - The title of the required course “Introduction to Business Venturing” is an old title and will be updated soon to reflect the current content
 - Not all of the courses in the embedded certificate’s course list have prerequisites. For those courses that do have prerequisites, some students may have taken these as part of their main program, but it is known that not all of the courses in the course list will be available to all students.
 - It is expected that the number of students from outside the HSB earning the embedded certificate will increase over time as awareness of the program grows
 - A student must be formally registered in an embedded certificate program before they can take the capstone course
- The Committee discussed:
 - Because of the range of courses that students can take to earn this interdisciplinary embedded certificate, the students could potentially develop a variety of knowledge and skills. The proponents noted that an academic oversight committee will ensure that all of the permitted courses align with the program’s objectives, while allowing for diversity to meet students’ varied interests, and that the capstone course will provide a common experience.
 - Some courses could be offered during the evenings, Block Week, Spring/Summer sessions, or online so that students with less flexible schedules, such as in the professional Faculties, can earn the embedded certificate without taking an extra year of schooling
 - The Committee suggested that the description of graduation requirements on page 10 of the proposal refer to “12 units in **approved elective courses**”
 - The Committee generally discussed that it would be valuable for all embedded certificates to undergo a review after five years, to ensure that the learning outcomes are being met, and the Co-Chair reported that this will be suggested to the working group that is developing guidelines for embedded certificates

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of the Embedded Certificate in Entrepreneurial Thinking, as set out in the proposal provided to the Committee.

Carried

5. Embedded Certificate in Leadership Studies

Documentation for this item was circulated with the Agenda. Shelly Kirkland, Justin Weinhardt, Janelle Morris, Sherry Weaver, and Jim Dewald presented this item.

Highlights:

- The proponents provided an overview of the proposal from the HSB to create an embedded certificate in Leadership Studies

- In response to questions it was reported that:
 - There is no capstone course for this embedded certificate because it is felt that the required and elective courses provide effectively connected Leadership content
 - Students will be advised toward streams of courses based on their interests
 - A student may request that a course not on the electives list count towards the embedded certificate. The advisor and academic oversight committee will consider the appropriateness of these requests.
 - The HSB mentorship program will be available to students enrolled in this embedded certificate
 - The HSB has mechanisms to raise awareness of the embedded certificate and attract students to the program, and is seeking support from the business community in order to establish scholarships to assist students with the cost of the program
- The Committee discussed:
 - Whether all students in the embedded certificate program will be able to meet all of the learning outcomes, given the variety of courses available
 - The list of elective courses for the embedded certificate, the levels of these, and that some require prerequisites. The proponents noted that it is anticipated that many students will have completed any prerequisite courses as part of their other program work.
 - That the three tracks for the embedded certificate, for Bachelor of Commerce majors, Kinesiology majors, and all other majors, might prevent broad interaction by students in the program
- The Committee suggested that:
 - Section 5.3 of the proposal (Impact on Students) include the cost of the program
 - It be made clear to students that the electives list is flexible and they may request that a different course be counted toward the embedded certificate
- The Committee generally discussed that it is currently possible for a student to earn more than one embedded certificate, such as the embedded certificate in Entrepreneurial Thinking and the embedded certificate in Leadership Studies, if they choose their courses strategically. The Registrar reported that the working group that is developing guidelines for embedded certificates will be asked to consider this.

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of the Embedded Certificate in Leadership Studies, as set out in the proposal provided to the Committee.

Carried**6. Embedded Certificate in Canadian Studies**

Documentation for this item was circulated with the Agenda. Virginia Tumas presented this item.

Highlights:

- The proponent provided an overview of the proposal from the Faculty of Arts to create an embedded certificate in Canadian Studies, and highlighted the changes made since the Committee last reviewed the proposal

- In response to questions it was reported that:
 - The embedded certificate is intentionally more flexible and has fewer requirements than the Canadian Studies minor program
 - This embedded certificate is meant to provide students with a breadth of Canadian Studies learning beyond that which may be learned in their primary discipline
 - Students should not be hindered by the need for prerequisite courses if they are careful with their course selections
- The Committee discussed:
 - Whether the learning outcome “understanding... Indigenous-settler relations” is assured by the two required History courses, and whether one of the elective Anthropology courses should also be required. The proponent noted that the Faculty of Arts is developing an embedded certificate in Indigenous Studies, which will be an alternative option for students with strong interest in this area, and that the embedded certificate in Canadian Studies is not intended to provide in-depth learning about this.
 - That it may be difficult for students from outside the Faculty of Arts to complete this embedded certificate. The proponent noted that some Faculties, such as the Faculty of Science, require students to take Arts course as electives for their main program, and so that is an avenue to the embedded certificate.
- The Committee generally discussed the differences between minor and embedded certificate programs, and the need for clarity regarding the purpose of embedded certificate programs

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of an embedded certificate in Canadian Studies, as set out in the proposal provided to the Committee.

Carried

Angelique Saweczko and Jocelyn Hayley abstained.

7. Suspension and Termination of the Canadian Studies Programs

Documentation for this item was circulated with the Agenda. Virginia Tumas presented this item.

Highlights:

- The proponent provided an overview of the proposal and reported that the Faculty wishes to proceed with the suspension and termination of these low enrolment programs regardless of whether the APPC approves the creation of the embedded certificate in Canadian Studies. The proponent reported that all eighteen students currently in the programs will be supported to completion.
- There were no questions

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the suspension, effective July 1, 2021, and eventual termination of the Bachelor of Arts (BA), BA Honours, BA with Co-operative Education, BA Honours with Co-operative Education, Concurrent BA/Bachelor

of Education, and Minor programs in Canadian Studies, as set out in the proposals provided to the Committee.

Carried

8. Annual Committee Performance Review and Review of the APS Terms of Reference

Documentation for this item was circulated with the Agenda.

The Co-Chair reported that a set of reflective questions prepared by the Academic Co-Chair will be sent to the Committee in order to gather feedback about the functioning of the Committee.

9. Status of Program Approvals

Documentation for this item was circulated with the Agenda for information only.

10. Other Business

There was no other business.

11. Adjournment

The May 11, 2020 meeting of the Academic Program Subcommittee was adjourned by consensus.

The meeting was adjourned at 4:11 p.m.

Susan Belcher
University Secretary