



UNIVERSITY OF  
CALGARY

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

Meeting #57  
May 10, 2021, 2:00 p.m.

By Zoom platform

***Voting Members***

Leslie Reid, Co-Chair  
Jocelyn Hayley, Academic Co-Chair  
Amy Dambrowitz – arrived during Item 8  
Ryan Hamilton  
Kathryn King-Shier  
Lorelli Nowell  
Renzo Pereyra  
Jessica Shaw  
Jason Wiens

***Non-Voting Members***

Karen Then

***Secretary***

Susan Belcher

***Scribe***

Jaclyn Carter

***Staff***

Elizabeth Sjogren

***Regrets***

Christine Johns

***Guests and Observers***

Tanya Brucker, Manager of Strategic Projects, Schulich School of Engineering – present for Item 5  
Marjan Eggermont, Academic Director for Sustainable Engineering, Schulich School of Engineering – present for Item 5  
Gretchen Greer, Manager, Office of Health & Medical Education Scholarship, Cumming School of Medicine – present for Item 4  
Christopher Naugler, Associate Dean (Undergraduate Medical Education), Cumming School of Medicine – present for Item 4  
Sara Fedoruk, Analyst, Unit Planning and Reviews, Office of the Provost – present for Items 4 and 5  
Rahim Pira, Program Proposal Assistant, Office of the Provost – present for Items 4 and 5  
Jessica Revington, Program Proposal Assistant, Office of the Provost – present for Items 4 and 5

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the April 19, 2021 Academic Program Subcommittee meeting be approved.

**Carried**

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

The Co-Chair welcomed Renzo Pererya and Amy Dambrowitz to the Committee on this occasion of their first meeting, and thanked Jessica Shaw for her service to the Committee on this occasion of her last meeting.

The Academic Co-Chair remarked on the diversity of the Committee and the varying perspectives contributed to the discussion, and noted the anticipated busyness for the Fall meeting schedule.

## 3. Approval of the April 19, 2021 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 19, 2021 be approved.

**Carried**

## 4. Recommendation of a Load Change for the Doctor of Medicine (MD) Program in the Cumming School of Medicine

Documentation for this item was circulated with the Agenda. Christopher Naugler and Gretchen Greer presented this item.

Highlights:

- The proponents provided an overview of the load change proposal, which reallocates teaching weeks across the three years of the Doctor of Medicine (MD) program and aligns the MD program with the Ministry of Advanced Education's records by adding two new courses to Years 1 and 2 of the Undergraduate Medical Education (UME) curriculum. It was explained that time in pre-clinical was condensed and time in clinical was extended by a commensurate amount, and there is no change to the material taught. It was also explained that, in response to a consultative process, UME has re-designed the anatomy course to be longitudinal instead of embedded in continuous courses, which ensures continuity in teaching and simplifies the evaluation processes for students.
- In response to questions, it was explained that:
  - UME made changes to the curriculum of the program and is now seeking retroactive approval with the Ministry of Advanced Education
  - The changes were vetted within the UME committee structure, and no concerns were expressed regarding any possible changes in teaching loads. It was also noted that the Anatomy Department hired a new instructor specifically for the new course, which solved some existing scheduling problems.
- The Committee discussed:
  - The program's condensed curriculum, split into 18 months of pre-clinical training and 18 months of clinical training

- The rationale for the change in the number of weeks in each year of the program, and it was explained that this change offers students more clinical experience, especially in terms of career exploration in clerkship activities, and that extra weeks were added to assist clinical clerks with career selection prior to choosing their residency
- The process for catching retroactive changes that need to be made at the Ministry level, and what supports are in place in the institution to help avoid retroactive approvals, including the Calendar and Curriculum Subcommittee and the Program Innovation Hub
- The Committee suggested that the proponents revise the briefing note to clarify that the number of weeks in a year of the program do not correspond with the number of weeks in a calendar year

#### **Moved/Seconded**

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the load changes to the Doctor of Medicine (MD) program in the Cumming School of Medicine, as set out in the proposal provided to the Committee, with the requested amendment.

**Carried**

#### **5. Recommendation of the Creation of the Bachelor of Science in Sustainable Systems Engineering (SUSE)**

Documentation for this item was circulated with the Agenda. Marjan Eggermont and Tanya Brucker presented this item.

#### Highlights:

- The proponents provided an overview of the proposal to create a Bachelor of Science in Sustainable Systems Engineering (SUSE), which focuses on how to design, integrate and manage complex systems over their life cycles. It was noted that the program's goals include environmental, economic and social sustainability and the transition in our society to a more sustainable system. It was also noted that the program meets accreditation requirements for engineers.
- In response to questions, it was explained that:
  - It will be possible to combine the SUSE major with another degree going forward, but for the time being the intention is to start small, with approximately 30 students. It was noted that students can enroll in minors, and that other options, including increased enrolment and combined degree options, will be pursued in the future.
  - The SSE relies partially on holistic admissions to major programs, which includes the GPA and a letter of interest, but if there is oversubscription to seats in the program, students would add a letter stating why they are interested in the major. It was noted that for the first few years of the program, the Dean of the SSE has granted the program exemption from the guaranteed placement process.
  - The SUSE program may attract students who would not normally register in an engineering program, or who may have otherwise selected a different postsecondary institution for their studies

- The administrative home for the program is still to be determined. It was noted that the SUSE program will be supported by a director, an undergraduate studies committee and interdisciplinary committee, and the program will be housed in a department so that there is a department head at the table at the Dean's Executive level to help advocate and make decisions for the program.
- The Committee discussed:
  - How the program incorporates the Engineers Canada *National guideline on sustainable development and environmental stewardship for professional engineers*
  - The curriculum for the program, which culminates with students selecting a focus on their final year from a set of program themes, which include sustainable systems for the environment, communities and cities, energy and resources, and food agriculture and biomass
  - The SSE's hiring plans, which include 25 new positions this year, some of which will support teaching in SUSE courses

### **Moved/Seconded**

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of the Bachelor of Science in Sustainable Systems Engineering in the Schulich School of Engineering, as set out in the proposal provided to the Committee.

**Carried**

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

Documentation for this item was circulated with the Agenda.

Highlights:

- The Co-Chairs explained that, at the end of each academic year, the Committee is required to reflect on its performance and review its terms of reference
- The Committee discussed:
  - Clarity of expectations when reviewing proposals that require review by the Academic Program Subcommittee and Graduate Academic Program Subcommittee
  - Where new Committee members can add value and how they can be supported to engage in the discussion, and the possibility of discussing best practices for proponent feedback at the beginning of each meeting year
  - The support provided to proponents by the Provost's Office and Program Innovation Hub
  - The Zoom format for meetings, and the possibility of continuing on Zoom after the return to campus
  - The value of having a pre-discussion before the proponents arrive to present their proposal
  - The collaborative format of meetings, the diversity of perspectives, and the value of the student voice
  - Incorporating more positive comments into the feedback to proponents

**7. Status of Program Approvals**

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

**8. Other Business**

The Committee discussed the Leaders in Veterinary Medicine proposal, which was defeated at the last Committee meeting. Discussion included:

- How feedback has been communicated to the proponent, what changes have been made, and what concerns still exist in terms of student experience, pathways to completion, exit pathways, and cultural competencies
- How the Committee can best support the proponent and work with them to strengthen the proposal before it returns for recommendation
- The feedback offered by the Faculty of Graduate Studies and the Graduate Academic Program Subcommittee (GAPS)
- That the Chairs of APS and GAPS encouraged the proponent to take the summer to work on the proposal, and consult with the new Dean of Veterinary Medicine, and bring it back for recommendation in the Fall term
- The potential of bringing the APS and GAPS together to discuss this proposal at one time

**9. Adjournment****Moved/Seconded**

That the Academic Program Subcommittee adjourn the May 10, 2021 meeting.

**Carried**

The meeting was adjourned at 3:28 p.m.

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Susan Belcher  
University Secretary