



UNIVERSITY OF
CALGARY

General Faculties Council
ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #62
January 17, 2022, 3:00 p.m.

By Zoom platform

Voting Members

Leslie Reid, Co-Chair
Jocelyn Hayley, Academic Co-Chair
Amy Dambrowitz – left and returned during items 5
Kathryn King-Shier
Lorelli Nowell
Jason Wiens

Regrets

Karen Benzies
Ryan Hamilton
Renzo Pereyra

Non-Voting Members

Christine Johns – Left during Item 5
Justine Wheeler

Meeting Secretary

Cherie Tutt

Scribe

Tasha Hodzic

Staff

Elizabeth Sjogren

Guests and Observers

Melissa Boyce, Associate Dean, Undergraduate Programs and Student Affairs, Faculty of Arts – present for Items 5 and 6
Rachel Bruce, Manager, Academic Programs, Faculty of Arts – present for Items 5 and 6
Wei Cai, Associate Professor; School of Languages, Linguistics, Literatures and Cultures, Faculty of Arts – present for Items 5 and 6
Kelly Kay Spurlock, Analyst, Unit Planning and Reviews, Office of the Provost
Elizabeth Pando, Program Proposal Specialist, Office of the Provost – present for Items 5 and 6

The Co-Chair called the meeting to order at 3:04 p.m. and confirmed quorum.

1. **Approval of the Agenda**

Moved/Seconded

That the Agenda for the January 17, 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 had no remarks.

3. Program Proposal Planning Session

The Committee reviewed and discussed the proposals scheduled for the meeting.

4. Approval of the December 6, 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 December 6, 2021 be approved.

Carried

Amy Dambrowitz abstained.

Secretary's Note – Items 5 and 6 were presented and discussed together.

5. Recommendation for the Creation of a Certificate in Teaching Chinese as a Second Language**6. Recommendation for the Creation of an Embedded Certificate in Chinese Second Language Teacher Training**

Documentation for these items was circulated with the Agenda. Melissa Boyce and Wei Cai presented these items.

Highlights:

- The proponents provided an overview of the proposals for the creation of a Certificate and an Embedded Certificate in Teaching Chinese as a Second Language within the School of Languages, Linguistics, Literatures and Cultures (SLLLC), highlighting that the embedded certificate will be open to undergraduate students from across campus and that the Certificate will create new enrollments.
- The proponents highlighted that the Certificate will be the first of its kind offered in Canada; provide an opportunity for professional development for certified teachers in Chinese language programs; and aligns with institutional goals and Faculty academic plans.
- In response to questions, the proponents explained that:
 - The certificates will focus on the Mandarin language using simplified characters
 - Students will be able to balance course loads with work schedules through synchronous and asynchronous course offerings as well as course offerings over Spring and Summer terms
 - Chinese language proficiency will be determined through a language assessment, written test and interview

- The certificate programs will utilize existing courses and instructors in the SLLLC and additional course sections can be created should demand increase
- The SLLLC will further consult with the Werklund School of Education (WSE) to gain insights to student experience in an online learning environment and will utilize advising modalities already in place for international students for students to access program resources
- The certificate's administrative home was determined to be within the SLLLC rather than the WSE as the programs have been developed by the SLLLC and the certificates core courses will be offered in the SLLLC; the WSE has provided a letter of support for the proposal
- Expenditures for equipment, IT and curriculum development will be minimal as systems are already in place for online course delivery and curriculum development will be provided through the Faculty's quality review process
- The Committee discussed how accessible the program will be for working and international students and whether the Certificate can be completed within 1 year, or if additional time can be offered for completion
- The Committee commended the innovative programming that the SLLLC has developed with both certificates and the increased interest the certificates will bring to the SLLLC
- The Committee requested that the Certificate proposal be amended to:
 - Expand on how the SLLLC will address student experience; specifically, equitable access to courses and program resources such as office hours and advising, and mentorship between pre-service and in-service teachers
 - Clarify that the language being taught is Mandarin with simplified characters
 - Enclose the additional letters of support, specifically the letter from the WSE
 - Include the University of Calgary's admission requirements and specify the process for the language proficiency assessment
- The Committee requested that the Embedded Certificate proposal be revised to include the same amendments from the Certificate in Teaching Chinese as a Second Language proposal excluding the admission requirements and confirm in the proposal if pre-service teachers will have capacity in their program to complete the embedded certificate

Moved/Seconded

That the Academic Program Subcommittee (APS) recommend that the Academic Planning and Priorities Committee 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 APS, with the requested amendments to the proposal documents.

Carried

Moved/Seconded

That the Academic Program Subcommittee (APS) recommends that the Academic Planning and Priorities Committee 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 APS, with the requested amendments to the proposal documents.

Carried

7. Status of Program Approvals

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

8. Other Business

There was no other business.

9. Adjournment

Moved/Seconded

That the Academic Program Subcommittee adjourn the January 17, 2022 meeting.

Carried

The meeting was adjourned at 4:05 p.m.

Cherie Tutt
Meeting Secretary