



UNIVERSITY OF  
CALGARY

General Faculties Council  
Calendar and Curriculum Subcommittee  
Approved Minutes

Thursday, December 12, 2024, 9:00 a.m.  
Meeting #102

A167/Zoom

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**Voting Members**

Amy Dambrowitz, Co-Chair  
Melissa Boyce, Academic Co-Chair  
Fabiola Aparicio-Ting  
Alberto de Salvatierra  
Cari Din  
Catherine Heggerud  
Meera Singh – arrived during Item 1.3  
Zahra Shajani  
Erin Spring\* – arrived during Item 1.2  
Mindi Summers  
John Remnant\*  
Gail Zuk\*  
Jessie Dinh\*  
Shawna Cunningham  
Andrew Szeto  
Wendy Benoit  
Verity Turpin

**Non-Voting Members**

Christina Furtado  
Lesley Gerein  
Emma Lockyer  
Kimberley McLeod\* – arrived during Item 1.3  
Carol Poland  
Vanessa Wood

**Meeting Secretary**

Courtney McVie

**Scribe**

Vanessa Kozielec

**Support Staff**

Michelle Speta\*

**Regrets**

Dan Wilson

**Resource Personnel & Observers**

Rachel Bruce, Manager, Academic Programs, Faculty of Arts  
Mikhail Elizakov\*, Interim Manager, Undergraduate Programs in Education, Werklund School of Education  
Sarah Ha, Undergraduate Program Specialist, School of Architecture, Planning and Landscape  
Carol Hoover, Specialist, Teaching & Learning, Haskayne School of Business  
Pat Kaip, Manager, Undergraduate Student Services, Haskayne School of Business  
Caitlin Karpetz, Team Lead, Undergraduate Science Centre  
Jennifer Logan\*, Program Coordinator, Bachelor of Health Sciences, Cumming School of Medicine  
Maria Soos-Gonczol\*, Manager, Student Services, Faculty of Social Work

**Guests**

Sarah Hawley\*, Senior Advisor & Program Coordinator, BCR Program, Cumming School of Medicine  
–present for Item 3

*\*Attended virtually*

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*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 9:02 a.m. and confirmed quorum.

## **1. Meeting Opening**

### **1.1. Approval of the Agenda**

#### **Moved/Seconded**

That the Agenda for the December 12, 2024 Calendar and Curriculum Subcommittee be approved.

**Carried**

### **1.2. Traditional Land Acknowledgement**

Emma Lockyer provided the Traditional Land Acknowledgement.

### **1.3. Remarks of the Co-Chair**

The Co-Chair included the following in her opening remarks:

- The Nursing proposal for a lottery-based admission was approved by the Academic Planning and Priorities Committee (APPC), which will be implemented for Fall 2026.
- The University's current allocation of Provincial Attestation Letters (PALs) expires on January 21, 2025. PALs are being issued to students who have accepted their offer of admission and paid their admission deposit.
- The Scheduling Project has launched, and a steering committee is now in place. The Request for Proposals (RFP) committee will also be kicking off soon, starting the process of finding the right systems solution for this important work.

## **2. Approval of the November 21, 2024 Meeting Minutes**

Documentation was circulated with the Agenda.

#### **Moved/Seconded**

That the Calendar and Curriculum Subcommittee approve the November 21, 2024 meeting minutes.

**Carried**

## **3. Approval of the Cumming School of Medicine Bachelor of Health Sciences (BHSc) and Bachelor of Community Rehabilitation (BCR) Program 2025-2026 Calendar Revisions**

Documentation was circulated with the Agenda. Fabiola Aparicio-Ting, Associate Dean (Undergraduate Health

and Science Education); Sarah Hawley, Senior Advisor & Program Coordinator, Bachelor of Community Rehabilitation; and Jennifer Logan, Program Coordinator, Bachelor of Health Sciences, all from the Cumming School of Medicine, presented this item.

**Highlights:**

- The presenters provided an overview of the proposed Calendar revisions for the Bachelor of Community Rehabilitation (BCR) and Bachelor of Health Sciences (BHSc) programs in the Cumming School of Medicine. Substantive changes included:
  - Addition of language regarding the Minor in Community Rehabilitation and Disability Studies (CRDS) offered within the BCR to clarify that students who choose to pursue the minor must begin taking courses in the year before they expect to graduate to be able to complete all the required courses in time.
  - Addition of courses Medical Science (MDSC) 307 and 528 to the list of BHSc courses exempt from the CG grade option. MDSC 307 has group work components and MDSC 528 is an independent study course.
  - Creation of a new course, MDSC 425: Global Health Field Course. BHSc students attend Mbarara University of Science and Technology every spring. Previously they enrolled in an independent study course (MDSC 507: Special Problems in Health Science). MDSC 425 will be an official course for this field study, which will make registration more straightforward for students. It is scheduled as an informal topics course to allow flexibility for future field study courses with other international partners.
- In response to questions, it was explained that:
  - For MDSC 402, it is necessary to list all the different Biology (BIOL) course 6-unit combinations in the prerequisites sections to capture changes made by the Faculty of Science (BIOL 241/243 are being replaced with the new 211/213 courses). The explicit combinations are to ensure students have the prerequisite content required until everyone can be fully shifted to the 211-213 courses.
  - BCR students cannot begin the CRDS Minor in their final year due to the way the curriculum is structured, but they can declare the Minor in their final year if they have already completed the requirements.
- The Committee requested the following amendment:
  - That Psychology (PSYC) 351 be deleted from the BCR program requirements and that PSYC 352 be added to the BHSc Health and Society Minor requirements. PSYC 351 and 353 have been replaced with PSYC 352.

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the proposed Calendar revisions for the Bachelor of Health Sciences (BHSc) and Bachelor of Community Rehabilitation (BCR) programs in the Cumming School of Medicine, effective for the 2025-2026 Calendar, as recommended by the CCS Calendar Working Group and as set out in the documents provided, with the requested amendment.

**Carried**

**4. Approval of the School of Architecture, Planning and Landscape 2025-2026 Calendar Revisions**

Documentation was circulated with the Agenda. Alberto de Salvatierra, Associate Dean (Undergraduate) and Sarah Ha, Undergraduate Program Specialist, both from the School of Architecture, Planning and Landscape (SAPL), presented this item.

**Highlights:**

- The presenters provided an overview of the proposed revisions, which include:
  - Increasing the allowable number of transfer credits into the Bachelor of Design in City Innovation (BDCI) program from 39 to 48 units.
  - Addition of options to the Design in City Innovation (DCI) course requirements list to allow students to take courses from other fields (art, art history, computer science, geography, global development studies, and political science) that may complement their design studies and encourage the pursuit of a non-SAPL Minor. This change aligns with feedback from students and discussions with other academic units.
  - Addition of two new Design (DSGN) courses (DSGN 441 and DSGN 463) are being offered to complete the series of six new SAPL courses that will be offered at the Downtown Campus so that students do not have to travel to Main Campus. The first four courses of this set were approved by the CCS last year.
  - Adjusting the prerequisites for DSGN 500: Experiential Learning in Design in City Innovation, to reduce the required number of course credits completed from 90 units to 72 unit, to enable BDCI students to engage in relevant experiential learning course topics earlier in their studies. The course may also now be repeated for credit in the BDCI program.
  - Adjusting DSGN course names and numbering as per recommendations from the CCS Calendar Working Group and to adding courses to each of the Architecture and Landscape Architecture Concentrations that were previously omitted by error.
- In response to questions, it was explained that:
  - Currently, six courses external to SAPL are required as part of the BDCI core curriculum. By offering SAPL alternatives to these six courses, students can choose to complete this requirement at SAPL's new downtown location rather than having to commute to Main Campus.
  - Transfer students may now receive up to 48 units of transfer credit (previously 39), which can be applied toward core courses, DCI options, and open electives. This adjustment aligns with practices in other programs and ensures that students with credits in related fields can meet SAPL degree requirements without redundancy.

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the proposed Calendar revisions for the School of Architecture, Planning and Landscape (SAPL), effective for the 2025-2026 Calendar, as recommended by the CCS Calendar Working Group and as set out in the documents provided.

**Carried****5. Approval of the Faculty of Science 2025-2026 Calendar Revisions**

Documentation was circulated with the Agenda. Mindi Summers, Associate Dean (Undergraduate Programs and Student Affairs), Faculty of Science, presented this item.

**Highlights:**

- The presenter explained that the proposed revisions are being made in response to the recommendations

of recent program Curriculum Reviews in the Faculty of Science, and in alignment with the Faculty's new strategic plan, which emphasizes the student experience and the impact of curriculum on the same.

- Changes to Biological Sciences programs following the Curriculum Review include:
  - Allowing direct entry to all Biological Sciences Majors, with transfer to Honours permitted after a minimum of 30 units completed. Previously, entry into certain Biological Sciences programs was restricted to the Honours stream, with subsequent transfer to a non-Honours stream. This is consistent for all programs across the Faculty, with the exception of Neuroscience.
  - The two first-year courses, Biology (BIOL) 241 and 243 are being replaced with BIOL 211 and 213. This change aligns with first-year Biology course content offered provincially and nationally. Students can now transfer one course at a time, rather than needing two terms of first-year Biology. This adjustment also enhances student flexibility and progression, as BIOL 211 and BIOL 213 will not be prerequisites for each other.
  - The development of a “quantitative spine” for Biological Sciences programs. This change includes making BIOL 315: Quantitative Biology, a required course across all programs.
  - Updating the Junior Science breadth requirements such that students are no longer required to take science breadth courses in bundles of two 3-unit courses on the same topic. Students now have the flexibility to select 6 units from a range of 200- and select 300-level courses, providing greater opportunities to explore different science topics.
- New courses have been added to the Computer Science and Data Science programs in support of both programs' expansions.
- For Earth, Energy, and Environment programs, field school requirements are being updated with accessibility and inclusion in mind. The two required courses will now be an introductory field methods course that is intended to prepare students for a subsequent field school course. The introductory field methods course will teach students basic skills and field safety through on-campus activities and on day trips. Optional advanced field school courses will be offered for students who want more field experience.
- Calendar entries for the new Major and Minor in Energy Science have been added. The Natural Sciences program entry has been revised to remove the Concentration in Energy Science, which has been suspended.
- New credit/fail (CR/F) special topics course options are being introduced at all levels (200-500) for the Natural Sciences program. This initiative will allow faculty members to explore innovative teaching methods and integrate new student-focused practices.
- Mathematics (MATH) 249: Introductory Calculus has been changed to a CR/F course in response to the known issue of mathematics-related anxiety and the impacts it can have on student progression. A graded option for first-year calculus, MATH 265, will remain available.
- The Neuroscience program Calendar entry has been updated to add the new concentrations in Clinical Neuroscience and Physiological Behavioural Neuroscience, including admission information as well as three new 500-level courses. Structural changes have also been made to the core program to give students more flexibility and allow the program to plan for a future expansion.
- Energy Science (ESCI) 201 is a new course developed specifically for Science students in response to the popularity of Physics (PHYS) 371: Introduction to Energy, which is intended for non-Science students but has proven to be popular with Science students.
- In response to questions, it was explained that:
  - Students who are not able to take Math 31 in high school but need a graded course for first-year calculus

can take MATH 212 as a pre-requisite for MATH 265. MATH 212 is part of the Indigenous Pathway Programs, but is also open to non-Indigenous students. Alternatively, students can take Mathematics 3 through Continuing Education.

- BIOL 211 and 213 are being specifically designed to weave in Indigenous knowledge. The course instructors recently completed the Indigenous Relations Training Program (IRTP) and are working with the Office of Indigenous Engagement on ways to ensure all new course proposals can begin with Indigenous considerations.
- The Committee's discussed possible impacts of the MATH 249 change to CR/F to Faculty Dean's Lists and academic reviews. The importance of advising students on possible future impacts of choosing MATH 249 over MATH 265, such as admission to professional programs, was noted.
- The Committee requested the following amendments:
  - For MATH 249, ensure that "not included in GPA" remains as part of the course details, as it was incorrectly struck-out.
  - For the Concurrent Degree in Mathematics and Education, remove the erroneous reference stating that students must meet the admission requirements for the Faculty of Arts.
  - In the course description for ESCI 599, remove the phrase "at the 500-level," as the course level is implied and is not noted in other course descriptions.
  - Add the prerequisite, 'Consent of the Faculty', for Plant Biology (PLBI) 599.

#### **Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the proposed Calendar revisions for the Faculty of Science, effective for the 2025-2026 Calendar, as recommended by the CCS Calendar Working Group and as set out in the documents provided, with the requested amendments.

**Carried**

#### **6. Approval of the Faculty of Arts 2025-2026 Calendar Revisions**

Documentation was circulated with the Agenda. Melissa Boyce, Associate Dean (Academic), Faculty of Arts, presented this item.

Highlights:

- The presenter provided an overview of the proposed revisions, noting that the Faculty of Arts paused substantive Calendar changes this year due to a Unit Review and the preparation of the Faculty's strategic plan. Most changes being proposed are housekeeping updates, with the exception of the Archaeology and Anthropology programs, which underwent a Curriculum Review.
- Changes for Anthropology and Archaeology were largely with respect to courses, including updates to course prerequisites to enhance student access, as well as the deletion of courses related to faculty member retirements.
- Course deletions were made only after confirming that program learning outcomes could still be met. Consultation was completed with all affected units, including those indirectly impacted, and unanimous support was received throughout the process.

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the proposed Calendar revisions for the Faculty of Arts, effective for the 2025-2026 Calendar, as recommended by the CCS Calendar Working Group and as set out in the documents provided.

**Carried****7. Program Approvals Status Report**

Documentation was circulated with the Agenda for information only. Questions can be directed to the Program Innovation Hub.

**8. Other Business**

There was no other business.

**9. Adjournment**

The meeting was adjourned by consensus at 9:55 a.m.

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Courtney McVie  
University Secretary