



General Faculties Council  
**CALENDAR AND CURRICULUM SUBCOMMITTEE**  
Approved Minutes

Meeting #71  
February 18, 2021, 9:00 – 11:00 a.m.

By Zoom Platform

***Voting Members***

Susan Barker, Co-Chair – left during Item 9  
Sherry Weaver, Academic Co-Chair  
Semhar Abraha – left during item 11  
Melissa Boyce  
Amy Burns  
Nancy Chibry – left during Item 12  
Ebba Kurz – arrived during Item 1  
Siu Ming Kwok  
Catherine Laing – left during Item 15  
Robert McCorkell  
Nickie Nikolaou  
David Paskevich  
Leslie Reid  
Angelique Saweczko- left during Item 15  
Meera Singh – arrived during Item 1  
Jason Wiens

***Non-Voting Members***

Lesley Gerein  
Carol Hoover (Crooks)  
Carol Poland

***Secretary***

Jaclyn Carter

***Scribe***

Tasha Hodzic

***Staff***

Elizabeth Sjogren

***Regrets***

Marjan Eggermont

***Guests and Observers***

Anna Bogatyrev, Support Coordinator, Schulich School of Engineering – present for Item 7  
Rachel Bruce, Manager, Arts Student Centre  
Angie Crowley, Manager, Undergraduate Programs, Werklund School of Education – arrived during Item 8  
Jennifer de Roaldes, Associate Registrar, Admissions and Recruitment  
Christine Johns, Senior Director, Academic & International Strategies – arrived during Item 12  
Pat Kaip, Manager, Undergraduate Programs, Haskayne School of Business  
Jennifer Logan, Program Coordinator, Cumming School of Medicine  
Carrie MacKay, Undergraduate and Graduate Programs Manager, Faculty of Nursing  
Jodie McGill, Team Lead, Undergraduate Advising Office, Faculty of Kinesiology  
Maria Soos-Gonczol, Manager, Student Services, Social Work  
Cherie Tutt, Director, University Secretariat and Student Appeals Office  
Catherine Valestuk, Assistant Dean (Recruiting and Admissions), Faculty of Law – present for Item 4

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The Co-Chair called the meeting to order at 9:01 a.m. and confirmed quorum.

**1. Approval of the Agenda****Moved/Seconded**

That the Agenda for the February 18, 2021 Calendar and Curriculum Subcommittee meeting be approved, as amended.

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

The Co-Chair reported on Equity, Diversity and Inclusion (EDI) initiatives, highlighting how EDI relates to students needs and experiences

The Academic Co-Chair made no remarks.

**3. Approval of the January 21, 2021 and January 28, 2021 Calendar and Curriculum Subcommittee Meeting Minutes**

Documentation for this item was circulated with the Agenda.

**Moved/Seconded**

That the Meeting Minutes for the January 21, 2021 and January 28, 2021 Calendar and Curriculum Subcommittee meeting be approved.

**Carried****4. Changes to the Admissions Process for the Juris Doctor (JD) program to add an Indigenous Admissions Process (IAP) and Approval of Associated Calendar Changes**

Documentation for this item was circulated with the Agenda. Catherine Valestuk, Assistant Dean (Recruiting and Admissions), Faculty of Law, presented this item.

Highlights:

- The proponent provided a summary of the changes, which include updates to the Faculty of Law's Admissions Requirements to include the Indigenous Admissions Process (IAP) for the Fall 2021 intake onward. The proponent reported that the IAP has undergone consultations to ensure alignment with the Principles to Support Indigenous Admission Processes and EDI as well as broader stakeholder consultations.
- The Committee recommended:
  - That the motion be amended for the changes to be effective for the 2021-2022 Calendar
  - That the language in the Calendar be shifted from the use of 'diversity' to 'equitable' for both the Indigenous and Black Student Admissions Processes
  - Minor editorial changes

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the proposed changes to the admissions process for the Juris Doctor (JD) program, as set out in the documents provided to the Committee.

**Carried****Moved/Seconded**

That the Calendar and Curriculum Subcommittee approve the Calendar changes to section 4. *Admissions* for the Faculty of Law, as set out in the document provided to the Committee, effective for the 2021-2022 Calendar and contingent upon Academic Planning and Priorities Committee approval of the Indigenous Admissions Process, with the requested amendments.

**Carried****5. Calendar Changes: Faculty of Arts**

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

**Highlights:**

- The proponent provided a summary of the changes, which include the addition of the Embedded Certificate in Pluralism and Global Citizenship
- In response to questions, it was explained that:
  - The 200 and 400-level core courses serve as bookends to the Certificate, and students may select from a diverse list electives as there is no minimum number of units from a subject area specified
  - Admission requirements for the certificate do not include a minimum number of units completed, but the number of units completed would apply for a change of program admission
- The Committee discussed evaluating embedded certificates to understand if there are any barriers to students enrolling and completing these programs

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Faculty of Arts Embedded Certificate in Pluralism and Global Citizenship, as set out in the document provided to the Committee, effective for the 2021-2022 Calendar.

**Carried****6. Calendar Changes: Faculty of Science**

Documentation for this item was circulated with the Agenda. Nancy Chibry, Associate Dean, Faculty of Science, presented this item.

## Highlights:

- The proponent provided a summary of the changes, which include updates to the Faculty of Science Internship Program application deadline and the addition of a virtual geology field explorations course
- There were no questions

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Faculty of Science, as set out in the document provided to the Committee, and as recommended by the CCS Calendar Working Group, effective for the 2021-2022 Calendar.

**Carried****7. Calendar Changes: Schulich School of Engineering**

Documentation for this item was circulated with the Agenda. Meera Singh, Associate Dean (Student Affairs and Academic & Planning), Schulich School of Engineering (SSE), presented this item.

## Highlights:

- The proponent provided a summary of the changes, which include course additions, deletions and modifications, updates to program regulations and editorial changes
- In response to a question, it was explained that the digital engineering courses are available over and above degree requirements and that these courses will be offered primarily during block week and or as modules
- The Committee recommended that the digital engineering courses be reviewed with the Faculty of Science for evidence of overlap and any necessary changes be brought back to the Committee for review

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar changes for the Schulich School of Engineering, as set out in the document provided to the Committee, and as recommended by the CCS Calendar Working Group, effective for the 2021-2022 Calendar, with a Spring 2021 effective date for the Energy Engineering program courses.

**Carried****8. Changes to Section P. Tuition and General Fees in the University Calendar**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

## Highlights:

- The proponent provided a summary of the changes, which include further revisions based on the Committee's feedback from the January 21, 2021 meeting
- The Committee recommended that the language under section P.2.11 *International Students* be clarified to include foreign Consular officials 'posted in Canada'

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend to the Academic Planning and Priorities Committee changes to section P. *Tuition and General Fees* in the University Calendar, as set out in the document provided to the Committee, with the requested amendment.

**Carried****9. Changes to Section F.3.1 Academic Standing and F.3.2 Unsatisfactory Standing in the University Calendar**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

**Highlights:**

- The proponent provided a summary of the changes, which include revisions to definitions for academic standings and clarify procedural pieces around admissions, re-admission and progression in-program
- In response to questions, it was explained that:
  - Expulsion from all levels of program would be a unique situation and reviewed on a case by case basis
  - Faculties have the discretion to allow Required to Withdraw students to remain in the Faculty when withdrawn from the program
- The Committee recommended minor editorial changes

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the changes to sections F.3.1 *Academic Standing* and F.3.2 *Unsatisfactory Standing* in the University Calendar, as set out in the document provided to the Committee, with the requested amendments.

**Carried****10. Changes to Section I. Reappraisal of Graded Term Work and Academic Assessments (final grades) in the University Calendar**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

**Highlights:**

- The proponent provided a summary of the changes, which include clarifying language for reappraisal of grades and changes to the deadlines to request a re-appraisal of a final grade
- In response to a question, it was explained that information for appeals of graded term work are communicated in Faculty decision letters after a reappraisal has been completed
- The Committee recommended:

- That, under Section 1.2 *Reappraisal of Graded Term Work*, language be added to distinguish between a student's final grade in a course and final grade assigned to the component being reappraised
- That appeals information be added to Section 1.2 to align with the appeals information provided under Section 1.3 *Reappraisal of Academic Assessments (Final Grades)*

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the changes to sections 1.2 *Reappraisal of Graded Term Work* and 1.3 *Reappraisal of Academic Assessments (Final Grades)* in the University Calendar, as set out in the document provided to the Committee, with the requested amendments.

**Carried****11. Changes to Co-operative Education/Internship in the University Calendar**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

**Highlights:**

- The proponent provided a summary of the changes, which include editorial changes, additional information on experiential and work-integrated learning, and revisions to work terms and internship terms
- The Committee recommended:
  - That a link to the Code of Conduct be added under Section 3.3 *Work Terms and Course Work*
  - That the Experiential Learning section be removed
  - Minor editorial changes

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the changes to the *Co-operative Education/Internship* section in the University Calendar, as set out in the document provided to the Committee, with the requested amendments.

**Carried****12. Creation of Indigenous Admissions Regulations**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

**Highlights:**

- The proponent provided a summary of the changes, which include revisions to the institutional regulations on Indigenous admissions and pathways for students to be admitted to the University
- In response to questions, it was explained that:

- The Indigenous Admission Supplementary Process will be conducted through a faculty admissions committee
- The Indigenous Admissions Regulations differ from the Diverse Qualification Admission process as they address a combination of factors affecting Indigenous admissions
- The Indigenous Admissions Process aims to create an equitable process for applicants and to be transparent
- The Indigenous Admissions Supplementary Process is not designed for a change of program application, but faculties may choose to use this process as a guide

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the proposed creation of the Indigenous admission regulations, as set out in the document provided to the Committee, effective for the Fall 2022 intake.

**Carried****13. Changes to Sections H.8 Convocation, H.9.1 Hoods, and H.9.3 Gowns in the University Calendar**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

**Highlights:**

- The proponent provided a summary of the changes, which include language clarifications and revision to the colour of the doctoral hood to match with the discipline and to align with the North American Intercollegiate Code
- There were no questions

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the changes to sections H.8 *Convocation*, H.9.1 *Hoods*, and H.9.3 *Gowns* in the University Calendar, as set out in the document provided to the Committee.

**Carried****14. Status of Program Approvals**

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

**15. Other Business****Changes to A.5.1.1 Admission Requirements in the University Calendar**

Documentation for this item was circulated with the Agenda. Jennifer de Roaldes, Associate Registrar, Admissions and Recruitment, presented this item.

**Highlights:**

- The proponent provided a summary of the changes, which include the addition of a provision to add or remove locally-developed courses from the list of approved options in the Calendar as curriculum revisions arise
- In response to a question, it was explained that prior review of the approved options list removed courses from the list of locally developed courses that were not academically aligned

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the changes to section A.5.1.1 *Admission Requirements* of the University Calendar, as outlined in the document provided to the Committee.

**Carried****16. Adjournment****Moved/Seconded**

The February 18, 2021 meeting of the Calendar and Curriculum Subcommittee was adjourned by consensus.

**Carried**

The meeting was adjourned at 11:01 a.m.

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Jaclyn Carter  
Meeting Secretary