



General Faculties Council
CALENDAR AND CURRICULUM SUBCOMMITTEE
Approved Minutes

Meeting #81
April 21, 2022, 9:00 – 11:00 a.m.

By Zoom Platform

Voting Members

Susan Barker, Co-Chair
Sherry Weaver, Academic Co-Chair
Melissa Boyce
William Bridel
Amy Burns
Nancy Chibry
Shawna Cunningham
Amy Dambrowitz
Rick Enns
Ebba Kurz
Catherine Laing
David Monteyne
Robert McCorkell
Renzo Pereyra
Leslie Reid
Meera Singh – arrived during Item 2
Andrew Szeto

Non-Voting Members

Lesley Gerein – arrived during Item 2
Kimberley McLeod
Kirsten Varsek-Ison – arrived during Item 2

Meeting Secretary

Elizabeth Sjogren

Scribe

Tasha Hodzic

Staff

Holly Lywin

Regrets

Evaristus Oshionebo
Carol Poland

Guests and Observers

Angie Crowley, Manager, Undergraduate Programs, Werklund School of Education
Ahmad Ghasemloonia, Associate Dean, Academic Programs and Students, Schulich School of Engineering
Carol Hoover, Undergraduate Admin Team Lead, Faculty of Science
Shazia Jinnah, Incoming Students' Union Vice-President (Academic)
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 – arrived during Item 2
Mary O'Brien, Associate Dean (Policy and Program Development), Faculty of Graduate Studies – present for Items 4 and 5
Maria Soos-Gonczol, Manager, Student Services, Social Work
Vanessa Wood, Deputy Registrar

The Co-Chair called the meeting to order at 9:02 a.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the April 21, 2022 Calendar and Curriculum Subcommittee meeting be approved.

Carried

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

The Co-Chair included the following in her remarks:

- Renzo Pereyra, outgoing Students' Union (SU) Vice-President (Academic), was thanked for his service on the Committee on this occasion of his last meeting. Shazia Jinnah, incoming SU Vice-President (Academic) was welcomed as an observer.
- The members were reminded to bring any remaining work needed to be done by the Committee in advance of the final meeting of the academic year
- There have been recent instances of deadlines for assignments being scheduled on statutory holidays, and the Committee was reminded that holidays and University closure dates are posted in the Calendar and to avoid scheduling deadlines during these times
- In response to questions the Co-Chair reported that:
 - Students may choose to submit work during holidays or University closure days, however statutory holidays should be avoided for setting as deadlines to submit assignments
 - The mask mandate is anticipated to be lifted at the end of the Winter term, however further information is expected on masking in vehicles and at field schools and will be communicated to the campus community

The Committee then discussed the impacts of assigning course work deadlines on weekends and holidays, including student wellness, and considerations for including language in the Calendar around scheduling deadlines.

The Academic Co-Chair highlighted for the Committee the lessons learned and progress made over the course of the pandemic and encouraged teaching faculty to consider contingencies when planning courses for the Fall.

3. Approval of the February 17, 2022 Calendar and Curriculum Subcommittee Meeting Minutes

Moved/Seconded

That the Minutes for the February 17, 2022 Calendar and Curriculum Subcommittee meeting be approved.

Carried

4. Approval of the Addition of Concurrent Program Enrolment to the *Glossary of Terms* in the University Calendar

Documentation was circulated with the Agenda. Mary O'Brien presented this item.

Highlights:

- The proponent provided a summary of the changes to the Glossary of Terms in the University Calendar, which include the addition of the new term: *Concurrent program enrolment*. The Committee learned that the term was created in response to the recently approved regulation which allows students to enroll concurrently in one graduate certificate or diploma when they are already registered in a degree or another graduate certificate or diploma at the University.
- The proponent also reported an additional amendment to the first sentence in the proposed Calendar language, to read: 'enrolment in a University of Calgary graduate credential'
- In response to questions, it was explained that:
 - The concurrent enrolment only applies to enrollment between two graduate programs, however it may be expanded in the future to apply to concurrent enrollment between undergraduate and graduate programs
 - The Committee discussed the difference between combined and concurrent degrees between Undergraduate programs and graduate programs, noting that undergraduate programs offer both combined and concurrent degrees; some concurrent undergraduate programs may be redefined as combined degrees if they do not align concurrently; two graduate degrees are defined as combined degrees
 - The Committee recommended that the new entry for the Glossary of Terms be revised to 'Concurrent graduate program enrolment', for clarity

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) approve revisions to the *Glossary of Terms* in the University Calendar, as set out in the document provided to the CCS, effective for the 2022-2023 Calendar, with the reported and requested amendments.

Carried

5. Recommendation of Changes to the Academic Regulations Section F.1.1 Undergraduate Grading System

Documentation was circulated with the Agenda. Mary O'Brien, Vanessa Wood and Amy Dambrowitz, presented this item.

Highlights:

- The proponents provided a summary of the changes to section F.1.1 of the University Calendar, which include the discontinuation of the I (Incomplete) grade as a final grade option in the Undergraduate Grading System. It was reported that other, more appropriate temporary grading options already exist within the Calendar, specifically the *Grade Pending (GP)* symbol, that do not impact a student's GPA. It was reported that the Graduate Academic Program Subcommittee was in support of the removal of the I grade under section F.1.2 Graduate Grading System.
- The Committee discussed the intended purposes of the I grade for incomplete work; the distinction between the I grade and an F grade; how use of the GP grade may not meet the required outcomes for grading or progression in program if a GP grade is used in certain circumstances or not updated; and administrative challenges in tracking the intent of the I grades
- In response to questions, it was explained that:

- The GP grade cannot be used as a final grade in a course, and a student would be ineligible to graduate with a GP grade on required courses
- GP grades are intended to be used in instances of deferrals and academic reviews, and the definition of the F grade includes not meeting course requirements, which could be a result of incomplete work
- System notes are in available for deferral of course work and exams, and the possibility to add system notes for final grades and extenuating circumstances withdrawals will be explored
- The Committee recommended that the effective date for the removal of the I grade be extended to the Fall 22 term

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) recommend that the Academic Planning and Priorities Committee approve the changes to Section F.1.1 *Undergraduate Grading System*, as set out in the document provided to the CCS, with the requested amendment.

Carried

Ebba Kurz opposed

6. Recommendation of the Changes to the Academic Regulations Section A.6.2 Suspended Students

Documentation was circulated with the Agenda. Vanessa Wood and Susan Barker, Vice-Provost, Student Experience, presented this item.

Highlights:

- The proponents provided a summary of the changes to section A.6.2 of the University Calendar, which clarifies that students who have been suspended are permitted to register in courses for the next eligible term without having to reapply for admission and to ensure that language aligns with the Student Academic Misconduct Policy and Procedure and the Student Non-Academic Misconduct Policy and Procedure
- In response to a question, it was explained that students suspended for a winter term could register for the following fall term, as suitable for their program, and not be required to register for the spring or summer term
- The Committee discussed the appropriate placement of information for students to find which term would be the next eligible term applicable to them, and determined that this information should be stated specifically in the suspension letter
- The Committee recommended that the language be amended to include ‘the next eligible term as stated in the suspension letter, following the period of suspension’

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) recommend that the Academic Planning and Priorities Committee approve revisions to Section A.6.2 Suspended Students in the University Calendar, as set out in the document provided to the CCS, effective immediately, with the requested amendment.

Carried

7. GFC and GFC Standing Committees Meeting Schedules for 2022-2023 (Revised) and 2023-2024

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

8. Status of Program Approvals

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

9. Other Business

The Academic Co-Chair updated the Committee on current guidelines for the upcoming Spring Convocation, noting that graduates will be able to invite guests to attend in-person and there will be a return to a typical platform party.

10. Adjournment

Moved/Seconded

That the Calendar and Curriculum Subcommittee adjourn the April 21, 2022 meeting.

Carried

The meeting was adjourned at 10:20 a.m.

Elizabeth Sjogren
Meeting Secretary