



UNIVERSITY OF
CALGARY

General Faculties Council
CALENDAR AND CURRICULUM SUBCOMMITTEE
Approved Minutes

October 20, 2022, 9:00 – 11:00 a.m.

By Zoom Platform

Voting Members

Verity Turpin, Co-Chair
Sherry Weaver, Academic Co-Chair
Melissa Boyce
William Bridel
Amy Burns
Nancy Chibry
Shawna Cunningham
Amy Dambrowitz
Shazia Jinnah Morsette – attended for Item 5
Catherine Laing
Leslie Reid
Andrew Szeto
Gail Zuk

Non-Voting Members

Lesley Gerein
Carol Poland
Kirsten Varsek-Ison

Secretary

Cherie Tutt

Scribe

Holly Lywin

Regrets

Rebecca Archer
Ebba Kurz
Kimberley McLeod
David Monteyne
Evaristus Oshionebo
Meera Singh

Guests and Observers

Angie Crowley, Manager, Undergraduate Programs, Werklund School of Education
Jennifer de Roaldes, Associate Registrar, Admissions and Recruitment
Ahmad Ghasemloonia, Associate Professor (Teaching), Mechanical & Manufacturing Eng
Carol Hoover, Specialist, Course Demand and Scheduling, Haskayne School of Business
Christine Johns, Senior Director, Academic & International Strategies
Pat Kaip, Manager, Undergraduate Programs, Haskayne School of Business
Jennifer Logan, Program Coordinator, O'Brien Centre for the BHSc, Cumming School of Medicine
Maria Soos-Gonczol, Manager, Student Services, Social Work
Amy Warren, Associate Deans Curriculum, Faculty of Veterinary Medicine
Vanessa Wood, Deputy Registrar

The Co-Chair called the meeting to order at 9:04 a.m. and confirmed quorum.

1. Land Acknowledgement

The Co-Chair presented the YouTube video, "[Land Acknowledgment](#)" created by the Calgary Foundation (2019).

2. Approval of the Agenda

Moved/Seconded

That the Agenda for the October 20, 2022 Calendar and Curriculum Subcommittee meeting be approved.

Carried

3. Remarks of the Co-Chairs

The Co-Chair welcomed members and thanked Leslie Reid for chairing the last meeting.

4. Approval of the September 22, 2022 Meeting Minutes

Documentation was circulated with the Agenda. Verity Turpin, Co-Chair (Vice-Provost, Student Experience), presented this item.

Moved/Seconded

That the Minutes for the September 22, 2022 Calendar and Curriculum Subcommittee meeting be approved.

Carried

5. Approval of Calendar Changes for the Faculty of Arts

Documentation was circulated with the Agenda. Melissa Boyce, Associate Dean (Undergraduate and Student) presented this Item.

Highlights:

- The presenters provided an overview of the proposed calendar changes to the 2023-2024 Calendar along with changes to two group study courses GEOG 434 and 436, which need to be approved for 2022-2023 for scheduling purposes. It was explained that the changes are routine and include a clean up to courses that require consent, adding appropriate pre-requisites, and an increase in the required grade for enrolment in some Honours programs to ensure students can demonstrate evidence of mastery in the field.
- In response to questions, it was explained that the History courses haven't had faculty to teach them in several years, that the Department and Faculty felt that it was not transparent to students to list courses in the Calendar that are not being offered and that when new Indigenous scholars are hired it is believed that they will create and teach courses that they develop

- The Committee expressed concern over the deletion of two History courses that focused on Indigenous content. It was noted that the removal of any Indigenous course offerings is not consistent with the strategic direction set out in ii' taa'poh'to'p and more consultation should be conducted outside of the Faculty before deleting the courses
- It was agreed that the courses would not be deleted from the Calendar until further consultation with Dr. Michael Hart's, Circle of Indigenous Scholars and the Indigenous Engagement Office could be completed

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Faculty of Arts, as outlined in the documents, effective for the 2023-2024 Calendar (except for GEOG 434 and 436 to be effective for the 2022-2023 Calendar) and excluding the deletion of History 443 and 447.

Carried

6. Recommendation of Changes to the Admissions Section A.5.6 Indigenous Admissions

Documentation was circulated with the Agenda. Amy Dambrowitz, Registrar and Jennifer de Roaldes presented this item.

Highlights:

- The presenters provided an overview of the changes to the Indigenous Admissions section, including changes to clarify practices for the inclusion of transfer applicants in the admissions and admission supplementary processes. It was noted that these changes also align with established UCalgary principles for Indigenous Admissions, such as:
 - Clarity around English requirements institutionally and within a bridging program
 - Updates throughout the Calendar to replace the word “ancestry” with “identity” be made in all current and future documentation
- Currently, Science pathways courses (BIOL 212, CHEM 212 and MATH 212) are open to all Indigenous students, but students need permission to register
- The presenters noted that the July start for bridging programs can be an issue for students who want to start in September and there is a need for clarity on this expectation to ensure students are set up for success
- The Committee discussed:
 - The different processes for Indigenous students to enter UCalgary and recommended that terms such as: access program, pathways, direct entry, bridging program, etc. be added to the glossary to provide greater clarity to staff and students around this terminology. It was noted that some specific terms can affect third party funding opportunities for students and that this should be considered.
 - Entry options for transfer students, in particular those who may have received a Required to Withdraw decision from a different institution. It was explained that students are encouraged to connect with an advisor when considering applying to the University to ensure that the admissions team can advise them on the different options available.

Moved/Seconded

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the changes to Admissions Section A.5.6 Indigenous Admissions in the University Calendar, as set out in the document provided to the Committee for implementation for the Fall 2023 admission cycle.

Carried**7. A. Online Proctoring (use of cameras)**

Leslie Reid, Vice-Provost (Teaching and Learning), presented this item.

Highlights:

- The presenter reported that early in the pandemic a review was done to determine the University's approach to online proctoring during examinations, which led to the decision to not use online proctoring software or allow the recording of student test takers. It was explained that this decision was communicated to instructors at the time, but that not everyone has been following this and to ensure this decision can be referenced by instructors and students it is suggested that this information be added to the Media Recording of Students in Learning Spaces Operating Standard, with any exceptions being articulated.

The Committee discussed:

- Resources in place to ensure academic integrity, in particular the Taylor Institutes focus on supporting faculty with effective assessment strategies that work online and in hybrid situations
- The best location in the Calendar to add a link to the Operating Standard in the Calendar to ensure transparency for students, suggestions included the course outline regulation. The presenter agreed to consider this further and will bring back to the Committee for approval at a future meeting.

B. Section 1.2 Reappraisal of Graded Term Work

Cherie Tutt, Director, Secretariat and Student Appeals Office, presented this item

Highlights:

- The presenter reported that some Faculties are seeing issues meeting the timelines set out for students and department heads in the academic regulation for Reappraisal of Graded Term Work and to explore this further and determine if this is a broader problem or a siloed issue a survey will be circulated to Committee members who will be asked to circulate it to Department Heads or relevant decision makers for feedback on the process and timelines.
- Depending on the data received changes to this Academic Regulation may be proposed, the Committee will be informed either way

8. Status of Program Approvals Report

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

9. Other Business

There was no other business.

10. Adjournment

Moved/Seconded

That the Calendar and Curriculum Subcommittee adjourn the September 22, 2022 meeting.

Carried

The meeting was adjourned at 10:14 a.m.

Cherie Tutt
Meeting Secretary