



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

Meeting #80  
February 17, 2022, 9:00 – 11:00 a.m.

By Zoom Platform

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***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 – arrived during Item 1  
Ebba Kurz  
Catherine Laing – arrived during Item 1, left during Item 5  
Robert McCorkell  
Renzo Pereyra  
Leslie Reid  
Meera Singh  
Andrew Szeto

***Non-Voting Members***

Lesley Gerein  
Kimberley McLeod  
Carol Poland

***Meeting Secretary***

Cherie Tutt

***Scribe***

Tasha Hodzic

***Staff***

Elizabeth Sjogren

***Regrets***

Kirsten Varsek-Ison  
Evaristus Oshionebo

***Guests and Observers***

Kyla Flanagan, Senior Instructor, Faculty of Science – present for Item 4  
Christine Johns, Senior Director, Academic & International Strategies  
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  
Lisa Stowe, Director (Experiential Education) Taylor Institute for Teaching and Learning – present for Item 5  
Vanessa Wood, Deputy Registrar

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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 17, 2022 Calendar and Curriculum Subcommittee meeting be approved.

**Carried**

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

The Co-Chair reported on recent changes to the provincial Covid-19 requirements and the impacts to the University's restrictions, specifically the vaccination directive, return to in-person learning and the potential for Calendar revisions resulting from these changes.

The Academic Co-Chair encouraged the Committee members to be supportive and patient during the transition back to in-person learning and working.

### 3. Approval of the January 20, 2022 Calendar and Curriculum Subcommittee Meeting Minutes

**Moved/Seconded**

That the Minutes for the January 20, 2022 Calendar and Curriculum Subcommittee meeting be approved.

**Carried**

### 4. Calendar Changes for the Faculty of Science

Documentation was circulated with the Agenda. Nancy Chibry, Associate Dean (Undergraduate), Faculty of Science, and Kyla Flanagan presented this item.

Highlights:

- The proponents provided a summary of the Calendar changes for the Faculty of Science, which is now offering three new concentrations in Genetics and Evolution, Biotechnology, and Biodiversity and Conservation within the Bachelor of Science (BSc) program in Biological Sciences (BISI)
- In response to questions, it was explained that:
  - The new BISI concentrations will offer an Indigenous student admission pathway through a 200-level course within the BISI that will apply Indigenous ways of knowing with areas of biodiversity and conservation
  - The Faculty of Science will be undertaking a curriculum review where curriculum redesign will be explored to improve on Indigenous ways of knowing, Indigenous community partnerships, funding supports and additional Faculty positions
  - The three concentrations have been developed utilizing existing courses offered in the BISI, however new courses may be developed in the future
  - Students enrolled in the Biotechnology concentration may take an alternate course within the BISI should spaces be limited within the courses offered through the Bachelor of Health Sciences program

- The Committee discussed considerations for Faculties to develop and incorporate Indigenous knowledge in more senior level courses, experiential learning opportunities and partnerships with Indigenous communities, and the creation of sustainable curriculum development by including Indigenous tenure track Faculty members
- The Committee recommended that the Calendar language be amended to refer to the Change of Program application instead of portal and refer students to the Change of Program section for deadline information

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar changes for the Faculty of Science, as set out in the documents provided to the CCS, and as recommended by the CCS Calendar Working Group, effective for the 2022-2023 Calendar, with the requested amendments.

**Carried****5. Calendar Changes for the Faculty of Arts**

Documentation was circulated with the Agenda. Melissa Boyce, Associate Dean (Undergraduate Programs and Student Affairs), Faculty of Arts, and Lisa Stowe presented this item.

**Highlights:**

- The proponents provided a summary of the Calendar changes for the Faculty of Arts, which include a new course for Experiential Learning in the Workplace. The proponents reported that this course will be piloted in the Fall 2022 term and will be open to all students, and that this offers a for credit option for career exploration and development opportunities that are provided through Work Integrated learning (WIL) experiences
- In response to questions, it was explained that:
  - This course is targeted to students not in existing co-operative education, internship, or other WIL opportunities. The Office of Experiential Learning will be forming a working group to consider the relationship between this course and other WIL and Experiential Learning (EL) offerings.
  - The Faculty of Arts is willing to be the administrative home for the course with the understanding that students' home Faculties will permit students to take the course
  - The piloted course will be capped at 25-35 students and enrollments will not be prioritized by a specific Faculty
  - The working group will also consider processes for students who experience a change in employment during the term, where and how students or advisors can access information on the course, the communications plan, course modality, and the potential for development of an embedded certificate
  - Appropriate consultations will be done by the working group to develop an agreement between the University, student and employer. The course instructor will be connecting with employers to ensure the WIL position or experience is meaningful.
- The Committee discussed:
  - Existing EL course offerings from other Faculties and the potential connections between existing EL courses and the new WIL course

- The rationale for the course being titled as WIL and the differences between WIL and EL
- The impacts to supervisors and their students who are receiving paid research awards, and potential opportunities to apply research experiences to the WIL course
- The Committee recommended that the Calendar language be amended to remove that enrolment is open to students from any Faculty and to include the prerequisite requirement of 30 completed units

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar changes for the Faculty of Arts, as set out in the document provided to the CCS, effective for the 2022-2023 Calendar, with the requested amendments.

**Carried****6. Calendar Changes for the Schulich School of Engineering**

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

Highlights:

- The proponent provided a summary of the Calendar changes for the Schulich School of Engineering, which include course additions and associated Calendar changes relating to the new Minor in Software Engineering within the Department of Geomatics Engineering which was approved by the Academic Planning and Priorities Committee on January 31, 2022
- The Committee had no questions

**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 CCS, and as recommended by the CCS Calendar Working Group, effective for the 2022-2023 Calendar.

**Carried****7. Discussion on Common Exams**

Susan Barker, Vice-Provost (Student Experience), Amy Dambrowitz, Registrar, and Vanessa Wood presented this item.

Highlights:

- The presenters reported that the principles for scheduling common exams include ensuring minimum exam conflicts, front loading exams, scheduling exams for mid-day, and providing sufficient time to allow time for marking
- The presenters asked the Committee to provide feedback on issues relating to common exams and potential changes to the common exams regulations, and the Committee discussed that lessons learned during the pandemic may form new ways of approaching common exams and the importance of communicating the constraints in scheduling common exams more broadly

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

Documentation was circulated with the Agenda. Amy Dambrowitz presented this item.

Highlights:

- The Presenter asked the Committee to provide feedback on the proposed changes, which include updates to the tuition and fees tables based on the Board-approved rates and changes to re-organize the way information is presented to provide more clarity to readers
- The Committee recommended that the language under section P.1.1 be clarified to state that the rates would apply to students whose programs begin May 2022 onward

**9. Status of Program Approvals**

Documentation was circulated with the Agenda for information only.

**10. Other Business**

There was no other business.

**11. Adjournment**

The February 17, 2022 Calendar and Curriculum Subcommittee was adjourned by consensus.

The meeting was adjourned at 10:22 a.m.

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Cherie Tutt  
Meeting Secretary