



General Faculties Council
GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #67, April 20, 2022, 2:00-4:00 p.m.

Zoom Platform

Voting Members

Robin Yates, Co-Chair
Kathryn King-Shier, Academic Co-Chair
Amy Dambrowitz – Arrived during Item 1
Jocelyn Hayley
Rhiannon Jones
Mary O'Brien
David Paskevich
Alex Paquette
Warren Wilson

Non-Voting Members

Christine Johns
Francine Smith
Louise Wells

Meeting Secretary

Tasha Hodzic

Scribe

Holly Lywin

Regrets

Michael Wright

Guests

Jeffery Boyd, Associate Professor, Associate Head (Graduate Affairs) – present for Item 4
Reed Ferber, Professor, Program Director, Wearable Technology Research and Collaboration, Faculty of Kinesiology – present for Item 4
Kyle O'Keefe, Professor, Department of Geomatics Engineering – present for Item 4
Kirsten Penrose, Program Coordinator, Wearable Technology Research and Collaboration, Faculty of Kinesiology – present for Item 4
Barry Wylant, Graduate Program Director, School of Architecture, Planning and Landscape (SAPL) – present for Item 8

Observers

Kelly Hoglund, Partner, Program Innovation, Office of the Provost
Catherine McLeod, Senior Director, Strategic Operations, Faculty of Graduate Studies
Kelly Kay Spurlock, Analyst, Planning and Reviews, Office of the Provost

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the April 20, 2022, Graduate Academic Program Subcommittee meeting be approved.

Carried

2. Remarks of the Co-Chair

The Co-Chair welcomed Holly Lywin to her first meeting as the Committee's scribe. Additionally, he thanked the outgoing graduate student representative, Alex Paquette, for his work on the Committee over the last two years.

3. Approval of the March 16, 2022 Meeting Minutes

Documentation was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Graduate Academic Program Subcommittee meeting held on March 16, 2022 be approved.

Carried

David Paskevich abstained.

4. Recommendation of the Interdisciplinary Specialization in Wearable Technology

Documentation was circulated with the Agenda. Reed Ferber and Kirsten Penrose presented this item.

Highlights:

- The proponents reported that the Interdisciplinary Specialization in Wearable Technology (WTEC) will expand the existing Interdisciplinary Specialization from within the MSc (thesis-based) and PhD programs in Kinesiology, Biomedical Engineering, and Electrical and Computer Engineering to the MSc (thesis-based) and PhD programs in Geomatics Engineering and Computer Science, and that further programs are considering offering this Specialization as well
- The proponent commented that the Specialization has become well known around the world and has established successful industry partnerships
- In response to questions, the proponents clarified:
 - The learning goals within the proposal describe areas for student development at the PhD level and they are not required to apply
 - There is an entrepreneur course and opportunities for internships
- The Committee discussed the requirements for the specialization and opportunities for students to be able to get cross-training in biomechanics and vice versa and to be able to select their courses as appropriate to manage course loads
- The Co-Chair noted that a streamlined approval process for interdisciplinary specializations is being implemented and that future proposals will not require approval from each programs Faculty Council, but will come straight to the Faculty of Graduate Studies Council before advancing to the Graduate Academic Program Subcommittee and the Academic Planning and Priorities Committee

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) recommend that the Academic Planning and Priorities Committee approve the creation of the Interdisciplinary Specialization in Wearable Technology within the Master of Science (thesis-based) and Doctor of Philosophy programs in Geomatics Engineering, as set out in the proposal provided to the GAPS.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) recommend that the Academic Planning and Priorities Committee approve the creation of the Interdisciplinary Specialization in Wearable Technology within the Master of Science (thesis-based) and Doctor of Philosophy programs in Computer Science, as set out in the proposal provided to the GAPS.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the Calendar change for the Interdisciplinary Specialization in Wearable Technology, as set out in the document provided to the GAPS.

Carried**5. Recommendation of Changes to the Academic Regulations in the Graduate Chapter of the University Calendar J. Supervision and M. Thesis Examinations**

Documentation was circulated with the Agenda. Mary O'Brien, Associate Dean (Policy and Program Development), Faculty of Graduate Studies presented this item.

Highlights:

- The presenter reported that the proposed changes enhance the composition of the Supervisory Committee (SC) to:
 - Require that at least one member of the Supervisory Committee holds a PhD to ensure academic standards, in response to requests from areas such as medicine, which have large numbers of clinical faculty members
 - Allow an advisory member to sit on a Supervisory Committee
- In response to a question, the presenter clarified that the addition of advisory members only applies to Supervisory and Thesis Examination committees not to Candidacy committees
- The Committee suggested that future consideration be given to whether an advisory member could be included on a Supervisory or Thesis Examination committee to provide subject area expertise

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) recommend that the Academic Planning and Priorities Committee approve the revisions to Academic Regulations Sections J.5 Composition of the Supervisory Committee and M.3 Composition of the Examination Committee of the Graduate Chapter of the University Calendar, as set out in the documents provided to the GAPS, effective immediately.

Carried**6. Approval of Changes to the Admission and Academic Regulations A.4 Retention of Student Records and D5 Withdrawals**

Documentation was circulated with the Agenda. Mary O'Brien and Louise Wells, Graduate Calendar Specialist presented this item.

Highlights:

- The proponents noted that the Calendar changes clarify for readers:
 - That the University prohibits digital graduate student application records being sent directly to students or other universities, and that clarifying this in the Calendar provides graduate program officers clear rules to follow
 - That students may withdraw from their program during an academic review related to poor academic standing, but are not permitted to withdraw when they are under review for misconduct

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the revisions to the Admissions Section A.4 Retention of Student Records of the Graduate Chapter of the University Calendar, as set out in the documents provided to the GAPS, effective immediately.

Carried**Moved/Seconded**

That the Graduate Academic Program Subcommittee (GAPS) approve the revisions to the Academic Regulations Section D.5 Withdrawals of the Graduate Chapter of the University Calendar, as set out in the documents provided to the GAPS, effective immediately.

Carried

7. Approval of Calendar Changes for Graduate Programs in Social Work

Documentation was circulated with the Agenda. Louise Wells presented this item.

Highlights:

- The presenter noted that the proposed Calendar change is an update to allow for SOWK 797 to be offered in the Spring 2022 term
- The Committee noted that in section 12.8 of the Faculty Association of the University of Calgary Collective Agreement that teaching duties in the Spring or Summer Session may be assigned as part of regular assigned duties for academic staff in the instructor ranks, but not for academic staff in the professor ranks, unless voluntarily agreed to by the academic staff member

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) approve the Calendar change for the graduate programs in the Faculty of Social Work, as set out in the document provided to the Committee, and as recommended by the GAPS Calendar Working Group.

Carried

8. Approval of the Calendar Changes for Graduate Programs in the School of Architecture, Planning and Landscape (SAPL)

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

Highlights:

- The proponents provided an overview of the proposed Calendar changes for an alternate timeline for SAPL graduate student reappraisals explaining that:
 - The studio course sequence in SAPL is highly structured, as the courses are only offered once per year. Therefore, when a student requires a reappraisal of a grade, they often must start the next semester before knowing if they have passed the previous prerequisite course. If they don't pass, students may have to forfeit tuition fees and take a 'W' (withdraw) on their transcript. The proposed change would create a quicker student appeal process.
 - All reappraisal reviews must be completed by the following term's add/drop deadlines to avoid delaying the student's progress for a year
 - In addition to the change to the Faculty Regulations, an associated change to the University Calendar Section 1.3 *Reappraisal of Academic Assessments (Final Grades)* will be made to indicate that the SAPL will have an alternate reappraisal process

Moved/Seconded

That the Graduate Academic Program Subcommittee approve the Calendar changes for the graduate programs in the School of Architecture, Planning and Landscape, as set out in the document provided to the GAPS, effective immediately.

Carried

9. Recommendation of the Discontinuation of the I Grade

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

Highlights:

- The proponent provided an overview of the proposed Calendar changes for the discontinuation of the I (Incomplete) grade
 - The rationale for discontinuing the use of the I grade, specifically that other temporary grading options already exist within the Calendar, and that the Grade Pending (GP) symbol would be more appropriate to use
 - It was noted that a proposal to discontinue use of the I grade at the undergraduate level is concurrently moving through governance

Moved/Seconded

That the Graduate Academic Program Subcommittee (GAPS) recommend that the Academic Planning and Priorities Committee approve the changes to Section F.1.2 Graduate Studies Grading System, as set out in the document provided to the GAPS, effective immediately.

Carried

10. Annual Committee Performance and Review of GAPS Terms of Reference

Documentation was circulated with the Agenda.

Highlights:

- In response to the Terms of Reference review:
 - It was suggested that the word 'program' could be replaced with the word 'credentials'
 - The Co-Chair noted that all terms of references will be reviewed in the summer and suggestions will be considered
- In response to the Committee performance review:
 - It was noted by the outgoing student representative that there are several academics on this Committee, but only one graduate student, yet the Committee makes decisions for graduate students. He suggested including one to three more graduate students and that they be selected from both thesis-based and course-based programs. More students could better support each other and provide a more diverse view.

11. Status of Program Approvals Report

Documentation was circulated with the Agenda for information only.

12. Other Business

There was no other business.

13. Motion to Adjourn

Moved/Seconded

That the Graduate Academic Program Subcommittee adjourn the April 20, 2022 meeting.

Carried

The meeting was adjourned at 2:53p.m.

Tasha Hodzic
Meeting Secretary