



General Faculties Council  
 Academic Standards Committee  
 Approved Open Session Minutes

Thursday, February 14, 2019  
 2-31 South Academic Building (SAB)  
 10:00 AM - 12:00 PM

**ATTENDEES:**

Tammy Hopper, Chair  
 Karsten Mundel  
 Radim Barta  
 Angela Bayduza  
 Akanksha Bhatnagar  
 Dion Brocks  
 Janice Causgrove Dunn  
 Amy Dambrowitz  
 Gerda de Vries  
 Bill Dunn  
 Rebecca Gokiert  
 Scott Jeffrey

Jeff Johnson  
 Nathalie Kermaal  
 Andras Marosi  
 Bernadette Martin  
 Paulin Mulatris  
 Rebecca Nagel  
 Tanya Park  
 Tracy Raivio  
 Norma Rodenburg  
 Victoria Ruetalo  
 Shirley Schipper  
 Remonia Stoddart-Morrison  
 (delegate)

**REGRETS:**

Jason Carey  
 Bill Dunn  
 Jeffrey Johnson  
 Shannon O'Byrne  
 Shuaa Rizvi  
 Natalie Sharpe

Staff:

Heather Richholt, Coordinator  
 Meg Brolley, GFC Secretary

**OPENING SESSION**

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Mundel/Jeffrey

THAT the GFC Academic Standards Committee approve the Agenda. **CARRIED**

2. Approval of the Open Session Minutes of January 17, 2019

Materials before members are contained in the official meeting file.

Motion: Kermaal/Ruetalo

THAT the GFC Academic Standards Committee approve the Open Session Minutes of January 17, 2019. **CARRIED**

3. Comments from the Chair (no documents)

The Chair spoke about Bill 2: *Growth and Diversification Act* and the response of the university. She noted that the first call for program expansions resulted in added funding for seats in the Computing Science After Degree program; the second call for continuing education proposals resulted in funding for programs from the Faculty of Extension; and the third call had been received and there would be proposals coming forward in response.

The Chair updated the committee on the progress of the Quality Assurance program reviews and noted that 4 departments and 8 programs had been reviewed to date and that 4 additional departments were scheduled to be completed before June 2019. She also mentioned the review of the Center for Teaching and Learning scheduled for June.

The Chair noted the progress on the recommendations of the *ad hoc* Committee on Academic Governance Including Delegated Authority's including terms of reference for standing committees.

The Chair also noted the launch of the university's Equity, Diversity, and Inclusion (EDI) Strategy and indicated copies were available for members.

### **ACTION ITEMS**

#### 4. Items Deemed Minor/Editorial

Materials before members are contained in the official meeting file.

Omnibus Mover and Seconder: Barta/Marosi

#### 4A. Transfer Credit Approvals, Office of the Registrar

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the transfer credit approvals for February 2019.

**CARRIED**

#### 4B. Proposed Changes to Entrance Requirements for Graduate Programs in Nursing

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to the entrance requirements for graduate programs in Nursing.

**CARRIED**

#### 5. Proposed Revisions to the GFC Academic Standards Committee (ASC) Terms of Reference

Materials before members are contained in the official meeting file.

*Presenter(s)*: Tammy Hopper, Vice-Provost (Programs) and Chair GFC ASC

The Chair noted that there had been numerous discussions around the terms of reference and that many of the recommendations of the *ad hoc* Committee on Academic Governance's had been addressed in the proposed changes. She noted that work would continue on the program approval pathways and that GFC Executive Committee had approved an *ad hoc* committee to look into the whole process and to bring forward recommendations.

#### *Discussion:*

Members discussed the approvals of credit and non-credit certificates, the inclusion of responsibility to review program content, and that that terms of reference would be reviewed every three years going forward. The Chair noted that it was important to remember that if an issue arose to which no delegated authority could be identified, GFC would have the authority to consider the matter.

Motion: Jeffrey/Mundel

THAT the GFC Academic Standards Committee recommend that General Faculties Council approve the

proposed changes to the GFC Academic Standards Committee Terms of Reference as set forth in Attachment 1, to take effect July 1, 2019.

**CARRIED**

## **EARLY CONSULTATION**

### 6. Amendments to the Transfer Credit Articulation Procedure

Materials before members are contained in the official meeting file.

*Presenter(s):* Jim Bohun, Assistant Dean (Academic & Student Programs) Students Services, Faculty of Agricultural, Life and Environmental Sciences, Co-Chair, Transfer Credit Working Group; Jennifer Alabiso, Manager, Admissions, Office of the Registrar, Co-Chair, Transfer Credit Working Group

Ms Alabiso and Mr Bohun gave an overview of the consultation and work that had been completed on this issue to date and the main issues that were identified, as well as proposed solutions. They spoke about the lack of consistency and transparency in the current process, and delays in meeting the needs of students and staff. The proposed Transfer Credit Administration Committee (TCAC) would be supported by the Office of the Registrar and would contribute to the development of guidelines and a new procedure that would streamline and improve the entire process with a goal to provide consistency and transparency.

#### *Discussion:*

Members asked questions and expressed comments, including but not limited to: the benefits of using a sector model to categorize junior credit; that the majority of transfer credit processed is junior credit; the use of Campus Solutions in the new process; how the work of the proposed TCAC would be reported to ASC; the challenges related to internal and international transfer credit; the authority of the Faculty in making transfer decisions; the process for appeal of denied transfer credit; the proposed membership of TCAC; the balance to be struck between Faculty authority, and transparency and consistency; and the distinction between transferability to the institution and transferability to a program.

## **DISCUSSION ITEMS**

### 7. External Programs for Review and Programs in Progress on Campus: Standing Item (no documents)

*Presenter(s):* Andrea Patrick, Portfolios Initiative Manager, Office of the Provost and Vice-President (Academic)

Ms Patrick gave the following update:

Recently approved:

- Substantive changes to the Modern Languages and Cultural Studies (MLCS) program , approved by APC January 17, 2018
- Load changes to the Master's in Library and Information Studies

Proposed to Government:

- Substantive changes to the BFA in Drama, approved by APC on December 12, 2018

Currently with AE undergoing System Coordination Review:

- New major in Media Studies - approved at APC June 20, 2018

### 8. Question Period

There were no questions.

### **INFORMATION REPORTS**

9. Items Approved by the GFC Academic Standards Committee by email ballots (non-debatable)

There were no items.

10. Information Items Forwarded to Committee Members Between Meetings

There were no items.

### **CLOSING SESSION**

11. Adjournment

The Chair adjourned the meeting at 10:55 a.m.