

General Faculties Council  
**ACADEMIC PLANNING AND PRIORITIES COMMITTEE**  
Approved Minutes

Meeting #114  
February 3, 2020, 2:00 p.m.

A167

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***Voting Members***

Dru Marshall, Co-Chair  
Tara Beattie, Academic Co-Chair  
Elena Braverman  
Dawn Johnston  
Andy Knight  
Mohammed Mansouri  
Jessica Revington  
Jackie Sieppert  
Barry Wylant

***Non-Voting Members***

Violet Baron  
Paul Rogers  
Florentine Strzelczyk  
Melanie Zimmer

***Secretary***

Cherie Tutt

***Scribe***

Jaclyn Carter

***Regrets***

Nicole Culos-Reed

***Guests***

Susan Barker, Co-Chair, Calendar and Curriculum Subcommittee – present for Items 9-11  
Ian Holloway, Dean, Faculty of Law – present for Item 7  
Candace Konnert, Professor, Department of Psychology – present for Item 6  
Nickie Nikolaou, Associate Dean (Academic), Faculty of Law – present for Item 7  
Leslie Reid, Co-Chair, Academic Program Subcommittee and Chair, Decision Support Team – present for Items 7-8  
Sally St. George, Graduate Program Director, Faculty of Social Work – present for Item 8  
Anatoliy Swishchuk, Professor, Department of Mathematics and Statistics – present for Item 5  
Tony Ware, Head, Department of Mathematics and Statistics – present for Item 5  
Robin Yates, Co-Chair, Graduate Academic Program Subcommittee, present for Items 5-6

***Observers***

Sara Fedoruk, Analyst, Planning and Reviews – present for Items 5-8  
Kelly Hoglund, Program Proposal Specialist – present for Items 5-8  
Christine Johns, Senior Director (Academic & International Strategies)

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The Co-Chair called the meeting to order at 2:03 p.m. and confirmed quorum.

### 1. Approval of the Agenda

**Moved/Seconded**

That the Agenda for the February 3, 2020 Academic Planning and Priorities Committee meeting be approved.

**Carried**

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

The Co-Chair included the following in her remarks:

- An overview of work currently being done with the Ministry of Advanced Education to prepare the University budget over the next three weeks, including the anticipation of cuts and a shift to performance-based budgeting, which falls into three categories: teaching and research, skills and employability, and institutional funding. The Co-Chair noted that the University is modelling five years' worth of data with these new metrics to determine their individual weights.
- Curtis Clarke has been appointed the Deputy Minister of Advanced Education
- The University continues to do well in research funding competitions, particularly with the Canadian Institutes of Health Research (CIHR), and the results of recent competitions will be made public in the near future
- President Ed McCauley met with a variety of ministries in Ottawa last week. The Co-Chair noted that a University of Calgary presentation on the human microbiome at the Canadian Museum of Nature has gotten great traction in Eastern Canada and was highly regarded, helping to build a very positive reputation of the institution.

The Academic Co-Chair included the following in her remarks:

- A reminder about the Academic Planning and Priorities Committee (APPC) mid-year membership survey, which aims to gain feedback on how the committee operationalizes its procedures and how the committee can function better going forward. The results of this survey will be presented by the Academic Co-Chair at the March 16<sup>th</sup> APPC meeting.

### 3. Approval of the January 13, 2020 Meeting Minutes

Documentation for this item was circulated with the Agenda.

**Moved/Seconded**

That the Minutes of the Academic Planning and Priorities Committee meeting held on January 13, 2020 be approved, with the requested amendments.

**Carried**

Jackie Sieppert – abstained

#### **4. GAPS Report for the January 22, 2020 Meeting (Information)**

Documentation for this item was circulated with the Agenda. Robin Yates presented this item.

There were no questions.

#### **5. Approval of the Creation of a New Specialization in Mathematical Finance within the MSc and PhD in Mathematics and Statistics**

Documentation for this item was circulated with the Agenda. Robin Yates, Anatoliy Swishchuk and Tony Ware presented this item.

Highlights:

- The proponents reported that the Department of Mathematics and Statistics is proposing to create a new Specialization in Mathematical Finance within the course- and thesis-based Master of Science (MSc) and the doctoral (PhD) programs. The proposed specialization responds to significant demand from students and industry: many students at the University of Calgary study mathematical finance, particularly in Alberta's energy finance sector, but do so under the current Specialization in Mathematics. The proposed specialization aims to attract more students in the mathematical finance field and to help increase visibility of the research being done in this area.
- The Committee discussed:
  - The intended audience for the specialization and how it will be distinct from individuals interested in completing a Finance program within the Haskayne School of Business (HSB)
  - Anticipated student demand and student enrolment
  - Work-integrated learning opportunities
- In response to questions, it was explained that:
  - Though the proposed course curriculum does not explicitly focus on the financial and energy industries, students can gain hands-on experiential learning in these areas via course assignments
  - It is possible to run the program with zero impact on budget or teaching loads, as new courses for the program may only be offered every other year
  - Though data science and machine learning are not listed as content in the Specialization's courses, students will be able to explore these subjects via research seminars or within their research projects. The proponents noted that students also have the option to take data science courses in other programs.
  - The candidacy timeline proposed for the new Specialization aligns with current candidacy regulations
- The Committee suggested that:
  - The proponents clarify that students will have access to all learning outcomes listed in the proposal document but that these outcomes are course-specific and will differ depending on which courses a student registers in

- The proponents confirm whether students interested in taking HSB courses will need to pay a fee differential or whether the Faculty of Science and the HSB can come to a tuition agreement for this program and that this be clearly communicated to students if necessary

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the creation of the Specialization in Mathematical Finance within the Master of Science and Doctor of Philosophy in Mathematics and Statistics programs, as set out in the proposal provided to the Committee, and as recommended by the Graduate Academic Program Subcommittee, with the requested amendments.

**Carried****6. Approval of the Curriculum Revisions to the MSc and PhD in Clinical Psychology**

Documentation for this item was circulated with the Agenda. Robin Yates, Candace Konnert and George Colpitts presented this item.

**Highlights:**

- The proponents reported that the Department of Psychology is proposing curriculum revisions to the MSc and PhD programs in Clinical Psychology. These revisions are born from extensive consultation with faculty; consultation with students, especially related to job readiness; an increase in faculty working in the areas of child psychology and neuroscience; and a growing demand for neuropsychologists in the community.
- The proponents noted that the former curriculum was course-heavy and in need of revision and that these proposed changes reflect both a continuity of development in the field and changing accreditation requirements. The proponents also noted that feedback from Risk Management and the Office of the Registrar encouraged the shift to a practicum milestone to better align with university systems.
- In response to a question, it was explained that although the three psychology programs offered by the University do present some overlap, each program is accredited separately
- The Committee suggested, given that curriculum revisions have not occurred since 1991, that the Department take up a much more regular cycle of curriculum review, every five to seven years, to maintain currency, meaningfulness, and relevancy for students

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the curriculum revisions to both the Master of Science and Doctor of Philosophy in Clinical Psychology programs, as set out in the proposal provided to the Committee, and as recommended by the Graduate Academic Program Subcommittee.

**Carried**

## **7. Approval of the Creation of the Foreign Trained Lawyers Program Post-Bachelor's Certificate**

Documentation for this item was circulated with the Agenda. Leslie Reid, Nickie Nikolaou and Ian Holloway presented this item.

### Highlights:

- The proponents reported that the Faculty of Law is proposing to create the Foreign Trained Lawyers Program (FTLP) Post-Bachelor's Certificate. The proponents noted that Calgary boasts one of the highest populations of foreign trained lawyers in the country, second only to the Greater Toronto Area. It was also noted that the proposed program allows the Faculty of Law to diversify revenue streams and align itself with other law schools in Canada that provide similar training.
- The Committee discussed:
  - How the proposed certificate is distinct from the University of Alberta's similar program
  - That though FTLP students are required to article at a Canadian law firm in order to practice law in Canada, the Faculty of Law is not concerned that this will impact articling placement for University of Calgary JD graduates
  - That although FTLP students are responsible for securing their own articling placements, the professional skills acquired through the FTLP should enable them to do so successfully
  - The diversity of career paths for JD graduates, half of whom, within five years of admission to the bar, do not practice law in a conventional sense. The Faculty anticipates that some FTLP graduates will follow similar career trajectories.
  - The Faculty of Law's recruitment plan, which will focus on broad recruitment within Canada and internationally
- In response to questions, it was explained that:
  - Lawyers who attended law school outside of Canada may fulfill national accreditation requirements via self-study and formal examination to become practicing lawyers in Canada. The proponents noted that this process has a very high failure rate and that these students struggle to secure articling and job placements.
  - The Faculty of Law is not concerned that this credential may deter students from applying to Canadian law schools, as applications to the University's JD program continue to increase each year
  - The proponents clarified that the minimum grade of C- in all courses for the proposed program is consistent with the minimum grade required in all current JD courses
  - A post-bachelor's certificate is an undergraduate credential that is distinct from a graduate certificate. Because the JD is an undergraduate credential, the University felt that a post-bachelor's certificate was the appropriate credential for the FTLP.
  - Where FTLP students will take courses with JD students, additional course sections may be added or some sections may need to be reconfigured to account for additional seats
  - The budget table accounts for 4- and 5-unit courses and the calculations are consistent with how teaching assignments are currently distributed in the Faculty of Law

- This program runs for thirteen months rather than twelve to account for an August start-date, where students take a condensed Foundations course before starting other courses in September
- The Committee suggested that:
  - The proponents clarify that academic staff cannot be required to teach courses on weekends but that they can teach on a voluntary basis
  - The minimum number of full load equivalencies (FLEs) be clarified and that the proponents address the breakeven point and minimum viability of the program
  - The proponents correct the reference to the University's tuition revenue sharing agreement, as this is not General Faculties Council approved

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the creation of the Foreign Trained Lawyers Program Post-Bachelor's certificate, as set out in the documents provided to the Committee, with the requested amendments.

**Carried****8. Approval of the Curriculum Changes for the Non-Credit Certificate and Diploma Programs in Couple and Family Therapy**

Documentation for this item was circulated with the Agenda. Leslie Reid and Sally St. George presented this item.

**Highlights:**

- The proponents reported that the proposed curriculum changes for the non-credit Certificate and Diploma in Couple and Family Therapy aim to update the courses that Certificate students may receive advanced credit for and to increase the number of hours in the practicum component of the Diploma to better align with the Canadian Association for Marriage and Family Therapy (CAMFT) accreditation requirements.
- The proponents explained that the former requirement that all practicum hours be completed at the Calgary Family Therapy Centre (CFTC) is no longer an option, as the CFTC cannot accommodate the increase in practicum hours for every student in the program. The shift to a 30-hour practicum at the CFTC and distance clinical supervision of students' therapy practice at their workplace will ensure greater student access to the diploma program, attract more highly qualified applicants, and shorten the time to completion.
- In response to questions, it was explained that:
  - The addition of more diverse work placements in addition to hours at the CFTC will allow for more variety and a wider range of problems for students to address
  - The choice to maintain a 30-hour practicum at the CFTC relates to the program's online nature and the importance of a residency that exposes students to a variety of styles of working

- In order to track distance clinical supervision as students fulfil their practicum hours, the Faculty of Social Work has forms that students and supervisors fill out. Students will work primarily on an honours system when it comes to how many families they saw and in what capacities. There is not supervision over the student's entire work placement, but supervision of certain families over time.

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the changes to the advanced credit options in the non-credit Professional Certificate in Couple and Family Therapy Level 1, as set out in the proposal provided to the Committee.

**Carried**

Jackie Sieppert – abstained

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the changes to the practicum requirements in the non-credit Diploma in Couple and Family Therapy, as set out in the proposal provided to the Committee.

**Carried**

Jackie Sieppert - abstained

**9. CCS Reports for the November and December 2019 and January 2020 Meetings (Information)**

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

There were no questions.

**10. Approval of Changes to the Academic Regulations: J.1 Continued Registration while Under Appeal**

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

Highlights:

- The proponent reported that the Office of the Registrar proposes to change the Academic Regulations: J1 Continued Registration while Under Appeal. It was explained that the proposed changes include clean-up of language and terminology to align with the new Student Academic Misconduct Policy and Student Academic Appeals Policy and also provides clarity regarding when a student is able to remain registered.
- The Committee discussed the risk of a double penalty when a student appealing a Required to Withdraw (RTW) decision completes coursework during the appeals process and ultimately does not receive credit for this coursework. The proponent clarified that a University Appeals Committee (UAC) or University Appeals Tribunal (UAT) Panel has the discretion to uphold or change an RTW decision date, but only in exceptional circumstances would credit completed not

be awarded.

- In response to questions, it was explained that:
  - Students are not likely to complete an entire term of coursework while waiting for an appeal decision at the UAC level, but it is possible. The Student Appeals Office makes every effort to conduct its hearings in as timely a manner as possible.
  - Students appealing academic progression matters to the UAT are not permitted to remain registered and that this regulation was put in place to prevent students from prolonging the need for a pause on their studies, having already completed the Academic Turnaround Program and an appeal to the UAC.

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the revisions to the regulations as set out in section J.1 *Continued Registration While Under Appeal* of the University Calendar, as set out in the document provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee, effective for the 2020-2021 University Calendar.

**Carried**

**11. Approval of Changes to A.4.1 Application for Admission, A.15 Auditing Regulations, and B. Registration**

Documentation for this item was circulated with the Agenda. Susan Barker presented this item.

**Highlights:**

- The proponent reported that the Office of the Registrar is proposing to change sections A.4.1 Application for Admission, A.15 Auditing Regulations and B. Registration in the University Calendar. It was explained that these changes include the removal of redundant information, moving certain regulations to more appropriate sections of the Calendar and updating terminology for consistency.
- In response to questions, it was explained that:
  - To maintain fairness and equity across the institution, changes to B. Registration seek to prevent students from accruing credits in a desired program without having been formally admitted. It was noted that some students do attempt to complete all degree requirements without ever being admitted to a program, and that this regulation gives faculties the discretion to better control these attempts.
  - A.4.1 Application for Admission ensures that students who stop-out for more than twelve months or who have left the University and taken post-secondary courses elsewhere are required to apply for admission and compete in the current intake cycle to gain re-entry to the University. This regulation does not apply to students with approval from their Faculty to take an extended leave of absence or those who are on a formal exchange or registered in a study abroad program.



- The term “re-apply” has been removed from the Calendar because it led students to assume that they would not have to compete for re-entry after more than twelve months of unapproved absence from the University
- A “stop-out” refers to a student’s unapproved absence from the University while a “leave of absence” is an active student status where formal permission for the leave has been granted by the student’s home faculty
- A.4.1 Application for Admission does not apply to Open Studies students when applying from Open Studies to a formal program, as long as they have not stopped-out for longer than twelve months and have not attended another postsecondary institution in between studies at the University of Calgary
- The Committee suggested that:
  - The proponent verify whether regulations pertaining to the ability of academic staff, post-doctoral fellows and visiting scholars to audit University of Calgary courses has been moved to another section of the Calendar or is housed in another policy document on campus. If it is not explicitly stated elsewhere, the Committee has requested that this regulation be put back into A.15 Auditing Regulations.
  - The proponent consider changing the phrase “enrolment appointment” in B.1 Registration Procedures to “enrolment window”, as the term “appointment” can cause confusion for students
  - A sentence be added under B.12 Residency Requirements, Letters of Permission and Leaves of Absence, under the Letters of Permission (LOP) subheading, to state that students must obtain written permission from their faculty to take a leave of absence that extends beyond twelve months, as this is not consistently practiced in all Faculties
  - The proponent review the heading discrepancy between the clean and track changes version of B. Registration: “Stop-Outs and Leaves of Absence (LOA)”

**Moved/Seconded**

That the Academic Planning and Priorities Committee approve the revisions to the regulations as set out in sections A.4.1 *Application for Admission*, A.15 *Auditing Regulations*, and B. *Registration* of the University Calendar, as set out in the documents provided to the Committee, and as recommended by the Calendar and Curriculum Subcommittee, effective for the 2020-2021 University Calendar, with the requested amendments.

**Carried****12. Status of Program Approvals**

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

**13. Other Business**

There was no other business.

**14. Adjournment**

**Moved/Seconded**

That the Academic Planning and Priorities Committee adjourn the February 3, 2020 meeting.

**Carried**

The meeting was adjourned at 4:00 p.m.

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Cherie Tutt  
Meeting Secretary