



UNIVERSITY OF  
CALGARY

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

Meeting #149  
May 2, 2022, 2:00 p.m.

By Zoom platform

***Voting Members***

Teri Balsler, Co-Chair  
Tara Beattie, Academic Co-Chair  
Elena Braverman  
Barbara Brown  
Nicole Culos-Reed – left after Item 5  
Michael Hart  
Malinda Smith  
Dora Tam  
Barry Wylant

***Non-Voting Members***

Violet Baron  
David Stewart  
Melanie Zimmer

***Meeting Secretary***

Cherie Tutt

***Scribe***

Tasha Hodzic

***Regrets***

Nicole Schmidt  
Saaka Sulemana  
Penny Werthner

***Guests***

Susan Barker, Co-Chair Calendar and Curriculum Subcommittee and Vice-Provost (Student Experience) – present for Items 5 and 6  
Mary O'Brien, Associate Dean (Policy and Program Development), Faculty of Graduate Studies – present for Items 4 and 5  
Robin Yates, Co-Chair Graduate Academic Program Subcommittee, Dean and Vice-Provost Faculty of Graduate Studies – present for Items 4 and 5

***Observers***

Christine Johns, Senior Director (Program Innovation and Planning)

---

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 May 2, 2022 Academic Planning and Priorities Committee meeting be approved.

**Carried**

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

The Co-Chair remarked that Saaka Sulemana has been elected as the new Graduate Students' Association (GSA) President and will be the Committee's new GSA member and will attend the Committee's next meeting.

The Academic Co-Chair remarked that she hopes everyone is doing well with the transition to a new term.

## 3. Approval of the April 11, 2022 Meeting Minutes

Documentation was circulated with the Agenda.

The Committee requested changes to item 5 (Committee Survey Results Continued) and agreed that the Secretariat propose revised language to be brought back to the Committee for approval at the next meeting.

### **Moved/Seconded**

That the Minutes of the Academic Planning and Priorities Committee meeting held on April 11, 2022 be approved.

**Postponed**

## 4. Approval of Changes to Graduate Academic Regulations J. *Supervision* and M. *Thesis Examinations*

Documentation was circulated with the Agenda. Robin Yates and Mary O'Brien presented this item.

Highlights:

- The proponents reviewed the proposed changes to sections J. *Supervision* and M. *Thesis Examinations*:
  - The change to section J.5.1 addresses situations in which supervisory committees were proposed in which no member held a PhD, such as in Medicine where clinicians serve on the supervisory committee. It was explained that having at least one member of the supervisory committee with a PhD is beneficial from a reputational and student experience perspective.
  - In sections J.5.2 and M.3.4-M.3.6 the regulations have been updated to allow for an advisory member as defined in Section M.3.4 *Advisory Members* to serve on the supervisory committee
- In response to questions, the proponents explained:
  - The rationale for allowing only one advisory member to serve on an examination or supervisory committee relates to the overall size of these committees and time allocated for examinations. It was noted that an exception could be possible, and the Faculty of Graduate Studies will include language to this effect on the form for requesting an advisory member.
  - That an advisory member can serve on either the examination or supervisory committee
  - That programs can require more than one member of the supervisory committee to have a PhD, and that this regulation sets the minimum requirement
  - A voting member of the supervisory committee must have a PhD
  - The challenges associated with adding the phrase 'or equivalent' following 'At least one member of a PhD supervisory committee must hold a PhD'

- The Committee expressed their support for the changes and discussed the reasons for and against adding the phrase 'or equivalent' to section J.5.1.
- To add clarity, it was suggested that section J.5.1 be amended as follows: At least one member of a PhD supervisory committee must hold a PhD **and full supervisory privileges**

#### **Moved/Seconded**

That the Academic Planning and Priorities Committee (APPC) 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 document provided to the APPC, effective immediately, and as recommended by the Graduate Academic Program Subcommittee, with the suggested amendment to section J.5.

**Carried**

Malinda Smith abstained

#### **5. Approval of Changes to the Academic Regulations Section F.1.1 Undergraduate Grading System and F.1.2 Graduate Studies Grading System**

Documentation was circulated with the Agenda. Mary O'Brien, Robin Yates and Susan Barker presented this item.

Highlights:

- The proponents reported on the changes pertaining to the undergraduate and graduate grading system academic regulations, remarking that it is proposed that the 'I grade' be removed as it is redundant and instructors should instead be using the pending grade options, as denoted with the symbol GP (Grade Pending), and three transcript notes which are temporary: DFE (deferred final exam), DFT (deferral of term work), and SUR (student under review)
- The proponents further noted that the I grade has been used inconsistently by instructors, negatively impacts the GPA calculation, and creates issues when students are applying for graduation
- In response to questions, the proponents reported:
  - The functionality associated with using the GP will be reviewed on an ongoing basis by the Registrar's Office, and there are processes in place for monitoring pending grades from past terms and ensuring an instructor issues a final grade within a reasonable timeframe
  - A communications plan has been developed to inform instructors of this change, which includes guidance on the alternative grading options and how to use them
- The Committee suggested that the form for using the GP grade be automated

#### **Moved/Seconded**

That the Academic Planning and Priorities Committee approve the changes to Academic Regulations sections F.1.1 *Undergraduate Grading System* and F.1.2 *Graduate Studies Grading System*, as set out in the document provided to the APPC, effective for Fall Term 2022, and as recommended by the Calendar and Curriculum Subcommittee and the Graduate Academic Program Subcommittee.

**Carried**

**6. Approval of Changes to Academic Regulations Section A.6.2 *Suspended Students***

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

Highlights:

- The proponent reported that the proposed changes to section A.6.2 align with the Student Academic Misconduct Policy and Procedure and the Student Non-Academic Misconduct Policy and Procedure, add clarity, and remove ambiguity about whether students who are suspended need to reapply for admission to their program following the period of their suspension
- The Committee had no questions

**Moved/Seconded**

That the Academic Planning and Priorities Committee (APPC) approve revisions to Section A.6.2 *Suspended Students* in the University Calendar, as set out in the document provided to the APPC, effective immediately and as recommended by the Calendar and Curriculum Subcommittee.

**Carried**

**7. Future Outlook**

The Co-Chair highlighted:

- Upcoming considerations around teaching in the online environment post COVID-19
- That it is expected the provincial government will make an announcement this week regarding the program expansion proposals submitted to the government by the University

**8. Subcommittee Reports: Graduate Academic Program Subcommittee April 20, 2022 and Calendar and Curriculum Subcommittee April 21, 2022**

Documentation was circulated with the Agenda for information only.

**9. Other Business**

There was no other business.

**10. Adjournment**

**Moved/Seconded**

That the Academic Planning and Priorities Committee adjourn the May 2, 2022 meeting.

**Carried**

The meeting was adjourned at 3:08 p.m.

---

Cherie Tutt  
Meeting Secretary