



UNIVERSITY OF
CALGARY

General Faculties Council
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
Approved Minutes

Meeting #135
May 17, 2021, 2:00 p.m.

By Zoom platform

Voting Members

Teri Balsler, Co-Chair
Tara Beattie, Academic Co-Chair
Elena Braverman
Nicole Culos-Reed
Andy Knight
Nicole Schmidt
Tanille Shandro
Amy Warren
Penny Werthner
Barry Wylant

Non-Voting Members

Violet Baron
David Stewart
Melanie Zimmer

Secretary

Susan Belcher

Scribe

Jaclyn Carter

Staff

Elizabeth Sjogren

Guests

Susan Barker, Vice-Provost (Student Experience) – present for Items 6 and 7
Amy Burns, Associate Dean (Undergraduate Programs in Education), Werklund School of Education – present for Item 5
Leslie Reid, Vice-Provost (Teaching and Learning) – present for Items 5 and 7

Observers

Sara Fedoruk, Analyst, Planning & Reviews, Office of the Provost
Christine Johns, Senior Director (Academic & International Strategies)
Jessica Revington, Program Proposal Assistant, 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 May 17, 2021 Academic Planning and Priorities Committee meeting be approved.

Carried

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

The Co-Chair and Academic Co-Chair encouraged Committee members to prioritize their safety and health.

3. Approval of the May 3, 2021 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 May 3, 2021 be approved.

Carried

4. Appointment of Two Academic Staff Members to the Calendar and Curriculum Subcommittee

Documentation for this item was circulated with the Agenda.

The Committee named, in rank order, academic staff members to be approached by the University Secretariat to serve on the Calendar and Curriculum Subcommittee. The first two individuals to agree to serve will be deemed appointed by the Committee, effective July 1, 2021 and for a three-year term.

Secretary's Note: Following the meeting Shawna Cunningham, Office of Indigenous Engagement, and Andrew Szeto, Faculty of Arts, agreed to serve and are deemed appointed by the Committee.

5. Creation of a Bachelor of Education Honours Degree in the Werklund School of Education

Documentation for this item was circulated with the Agenda. Amy Burns and Violet Baron, Director, Strategic Initiatives in the Werklund School of Education (WSE), presented this item.

Highlights:

- The proponents provided an overview of the proposal, explaining that the proposed Bachelor of Education (BEd) Honours program will encourage pre-service teachers to bridge the theory-practice divide, that the WSE expects a fairly small cohort of ten to twelve students to begin with, and that the BEd Honours will consist of a 6-credit course and an Honours project due at the end of the Fall term of students' final year in the BEd program. It was also noted that academic supervisors of Honours projects will complete supervisory work as part of their regular workload.
- In response to questions, it was explained that:
 - Honours projects will follow a similar format as the Program for Undergraduate Research Experience (PURE) awards, where faculty members are provided a course release for supervising a certain number of students in a term
 - Students may choose to undergo research that includes human participants and requires ethics and school board approval, and this may delay their submission of the Honours project

- The table in Section 3.2 is meant to outline the number of units required of various Honours programs offered at the University
 - The WSE will communicate the Honours program to all interested students, during orientation for students who enroll in a four or five-year BEd program, and the timeline for after-degree students to make a decision about applying will be shorter, given that it's a two-year program
 - The WSE is in regular communication with the Faculty member who oversees the Master of Education program, and is in discussions to determine what the Honours course might look like and how this could inform students' future graduate work
 - The Honours stream is not designed to feed students into a different career path, but instead to encourage research to inform teaching practice
 - There are four education semesters in each pathway to the BEd, and there is a practicum in each semester. The Honours course would occur between semesters two and three, and the research project or paper would be due at the end of semester three
 - The WSE is not concerned about workload requirements in the Honours program, because BEd students are fairly heavily committed to extracurricular activities, such as service learning, and it is expected that students will cut down on optional opportunities to engage in the Honours program
 - Students must be admitted to the BEd program before they can apply for the Honours program
 - Students may be able to complete two honours programs depending on their path to admission to the BEd program, and it was noted that in the 5-year program students don't have room in their schedules in the first three years of the program to complete an Honours program
- The Committee discussed the admissions GPA and how it is calculated
 - The Committee requested that proponents correct the numbers in the table in section 3.2

Moved/Seconded

That the Academic Planning and Priorities Committee approve the creation of a Bachelor of Education (Honours) degree in the Werklund School of Education, as set out in the proposal provided to the Committee and as recommended by the Academic Program Subcommittee, with the requested amendment.

Carried**6. Calendar and Curriculum Subcommittee Report for the April 22, 2021 Meeting**

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

Highlights:

- The proponent provided an overview of the report, highlighting the changes to Section E.6 *Recording of Lectures* in the University Calendar, which is on the Committee's agenda today, and that the Flexible Grading Regulation is generating a lot of discussion and feedback, that there is appetite to get this regulation approved in a timely manner, and that it will be brought forward to a Special CCS meeting for recommendation before being brought to the Committee for approval in June

- In response to questions, it was explained that:
 - At this time, the Flexible Grading Regulation is only intended to apply to undergraduate students
 - Regarding the recording of lectures, it was explained that it's difficult to determine the legitimacy of a recording for the purposes of disciplinary investigations, and it was noted that further consultation with the legal team and human resources will be required to clarify circumstances where a recording would be taken as evidence in a disciplinary hearing

7. Changes to Section E.6 Recording of Lectures in the University Calendar

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

Highlights:

- The proponents provided an overview of the proposed changes, explaining that this Calendar regulation has not been updated in about 15 years, and that the language is confusing and the process is unclear for students and staff. It was noted that the Calendar will stick to "audio" recordings as opposed to "audio and video" due to certain permissions with Student Accessibility Services (SAS), and that this is something that will be reviewed in the future.
- In response to questions, it was explained that:
 - There are no changes being made to the process for obtaining permission to record lectures, but more information has been added in accordance with recent changes to the Student Non-Academic Misconduct Policy, and a web link to the release form has also been added
 - The release form includes a statement regarding the proper use of recordings and the amount of time a student is permitted to keep a recording, which normally does not extend past the end of the course
 - Currently, informal permission is required to record in lab and tutorial settings, beginning with the course instructor and then on to the Graduate Assistant – Teaching if required
 - It is not clearly stated in the regulation whether recordings may be used for disciplinary purposes at the instructor level, but it was noted that there is little difference in risk between a student recording something egregious and a class of students witnessing it, so it is felt that there is no additional risk to faculty with the permission process as stated
 - This regulation does not pertain to discussions in office hours or other instructor-student discussions, but only during a classroom lesson for learning purposes
 - In larger conversations about recording lectures, many institutions are moving toward broader permissions, and students who obtain permission through SAS currently have to declare their accommodation to their instructors, so in opening up permissions institutions aim to be more accessible and fair

- The Committee discussed:
 - The timeline for having this regulation approved and how this may affect Fall 2021 course planning, where instructors may wish to utilize recordings from previous iterations of their courses, but may not be able to if students appear or are heard on the recording. It was noted that changes to the Operating Standard will be brought forward for discussion at a later Committee meeting, and this Calendar change focuses on the steps students must take to obtain permission to record their lectures
 - The clarity of the wording on the permission form
- The Committee requested that the link to SAS and references to the Student Non-Academic Misconduct be re-incorporated from the existing Calendar entry

Moved/Seconded

That the Academic Planning and Priorities Committee approve the changes to Section E.6 *Recording of Lectures* in the University Calendar, as set out in the document provided to the Committee and as recommended by the Calendar and Curriculum Subcommittee, with the requested amendment.

Carried**8. Status of Program Approvals Report**

Documentation for this item was circulated for information only.

9. Other Business

The Committee continued their discussion on how the recording of lectures may impact Fall 2021 course planning. Discussion included:

- The difference between a faculty member's recording and a student's recording
- Concerns about students appearing on screen and how this could affect an instructor's ability to re-use a recorded lecture
- Options for editing students out of recordings, and how the University could support this process
- The potential of bringing back a revised statement so that Faculty members understand the risk of permitting student recordings in the classroom, and it was noted that the Student Code of Conduct speaks to the misuse of materials and that if a correction is needed it can be done operationally
- The policing of recordings online and who is responsible for ensuring information is not shared

10. Adjournment

Moved/Seconded

That the Academic Planning and Priorities Committee adjourn the May 17, 2021 meeting.

Carried

The meeting was adjourned at 3:30 p.m.

Susan Belcher
University Secretary