

General Faculties Council
ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting 34
May 29, 2017, 2:00 – 4:00 p.m.

A167

Voting Members

Lynn Taylor, Co-Chair
Joelle Welling, Academic Co-Chair
Heather Addy
Rob Kremer
Tina Miller
Kyle O'Keefe
Shahirose Premji
Angelique Saweczko

Non-Voting Members

Kent Donlevy
Christine Johns

Secretary

Susan Belcher

Scribe

Cherie Tutt

Regrets

Jim Brandon

Guests

Carol Berenson, Educational Development Consultant, Taylor Institute for Teaching and Learning – present for Item 6
Cindy Graham, Associate Dean, Undergraduate, Faculty of Science – present for Item 4
Jim Stallard, Teaching Professor, Associate Head Teaching and Learning, Department of Mathematics and Statistics – Present for Item 4
Nathaly Verwaal, Senior Instructor and Associate Head (Undergraduate Affairs), Department of Computer Science – present for Item 4
Sherry Weaver, Associate Dean (Undergraduate Program), Haskayne School of Business – present for Item 5

Observers

Kelly Hoglund, Program Support Specialist – present for Items 4 and 6
Lindsay Penner – present for Items 5 and 6
Heather Smith-Watkins, Analyst, Planning and Reviews

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 May 29, 2017 Academic Program Subcommittee meeting be approved.

Carried

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

The Co-Chair welcomed Tina Miller, Vice-President (Academic), Students' Union as a new member of the Committee. The members whose service on the Committee is ending were acknowledged for their contributions.

The Co-Chair provided the Committee with an update on the progress of items moving from the Academic Program Subcommittee to the Academic Planning and Priorities Committee (APPC). The Committee was notified that the Faculty of Arts is reconsidering the name change for the Bachelor of Arts International Development Studies as a result of new information about the original name change to International Development Studies, and this item may come back to the Committee if changes are required.

The Academic Co-Chair made no remarks.

3. Approval of the April 24, 2017 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Academic Program Subcommittee meeting held on April 24, 2017 be approved.

Carried

4. Recommendation of the Creation of a Minor program in Data Science

Documentation for this item was circulated with the Agenda. Cindy Graham, Associate Dean, Undergraduate, Faculty of Science, Nathaly Verwaal, Senior Instructor and Associate Head (Undergraduate Affairs), Department of Computer Science, and Jim Stallard, Teaching Professor, Associate Head Teaching and Learning, Department of Mathematics and Statistics, presented this item.

Highlights:

- The proponents explained that this is a key time to introduce a Minor in the field of Data Science, given the increasing demand to better understand and effectively manage data. The proposed Minor will build students skills to analyse, design, code, solve problems with, and present data, and will be relevant for students from a variety of programs both within and outside the Faculty of Science.
- In response to questions, it was confirmed that:
 - Students will not enrol in the Minor until their second year, but will be able to take courses that count towards the Minor in their first year

- Students from Mathematics and Statistics need to take three electives from outside the department to fulfil the requirements for the Minor
- Students can be admitted to the Minor after having completed 24 units, and the GPA for admission will be calculated from the last 24 units
- If students have already graduated, they cannot come back to complete a Minor, but alumni can register in Open Studies to take courses from the Minor
- Equivalent courses from Engineering will be considered for the required Computer Science courses
- The list of elective courses will include courses from outside of the Faculty of Science and a set of criteria to identify appropriate courses is currently being developed
- The Committee discussed:
 - The predicted enrolment and attrition rate. It was explained that it is anticipated that no more than 100 students will be admitted to the capstone class, but that this will be assessed annually and increased if demand and resources permit.
 - The employment opportunities for students who complete the Minor
 - The experiential learning opportunities integrated into the Minor and the content of the capstone course, including the potential for there to be industry mentors
- Prior to the proposal moving forward to the APPC for consideration, the Committee suggested that:
 - It be clarified that students from Mathematics and Statistics do not have to take electives from three different departments
 - Budget information be added, and that it be made clear that the funding allocated to support the Minor has already been added to the base Faculty of Science budget for 2017
 - Students be advised that Math 211 is strongly recommended
 - Some minor editorial changes be made to improve clarity

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of a Minor in Data Science, in the Faculty of Science, effective September 2018, as set out in the proposal provided to the Committee, with the requested amendments to the proposal documents.

Carried**5. Recommendation of the Creation of the Bachelor of Commerce Honours degree program**

Documentation for this item was circulated with the Agenda. Sherry Weaver, Associate Dean, Undergraduate Programs, Haskayne School of Business, presented this item.

Highlights:

- The proponent reported that the Haskayne School of Business (HSB) would like to add an Honours route to the Bachelor of Commerce (BComm) program, in order to improve research opportunities for undergraduate students. It was explained that having a BComm Honours program will also bring the HSB in line with competitors and help to attract and retain high-performing students.
- In response to a question, it was explained that students will be admitted to the Honours program in their third-year or after completing 48 units and that the proposed deadline for submitting an application to the Honours program is June 1
- The Committee discussed:
 - The reasons for the HSB's decision not to include a direct entry option to the BComm Honours program at present, and the possible implications of this in attracting top quality students
 - Registration in honours level courses and course availability. It was explained that spaces will be saved in fourth-year courses, and that courses could be scheduled with separate sections for honours students
 - What constitutes an Honours program at the University of Calgary. It was explained that Honours programs do not necessarily have more units and depending on the program there can be unique variances.
 - The timeline for implementation
- The Committee suggested that:
 - The section on student demand be expanded and that letters of support be included with the proposal
 - The deadline for students to submit a change of program to the honours program be changed to February 1 to align with the standard University deadline. Students could still submit a research proposal at a later date and the HSB could still review applications after completion of 48 units.
 - HSB consider whether a student representative should be included on the selection panel to determine the short-list of candidates

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of a Bachelor of Commerce Honours program in the Haskayne School of Business, effective Fall 2018, as set out in the proposal provided to the Committee, with the requested amendments to the proposal.

Carried

- 6. Recommendation of the creation of two not-for-academic-credit certificates: Taylor Institute Graduate Student Certificate in University Teaching and Learning, and Taylor Institute Postdoctoral Scholar Certificate in University Teaching and Learning**

Documentation for this item was circulated with the Agenda. Carol Berenson, Educational Development Consultant, Taylor Institute for Teaching and Learning (TI), presented this item.

Highlights:

- The proponent reported that the TI has developed a proposal for two not-for-academic-credit certificates in University Teaching and Learning for graduate students and for postdoctoral scholars. It was explained that the certificates in University Teaching and Learning will develop learning skills for scholarly teaching in post-secondary institutions and prepare graduate students and postdoctoral scholars for their roles as teachers.
- The proponent reported that the response thus far has been overwhelmingly positive, as it is believed that the skills learned will give participants a competitive edge in the academic job market and also be transferrable beyond the academy
- In response to questions, it was explained that:
 - To accommodate postdoctoral scholars schedules, workshops could be offered in the evening
 - Students will self-enrol in the certificate through "Brightspace by D2L" and enrolment will be tracked and managed by the TI
- The Committee discussed the rationale for creating separate certificates for graduate students and postdoctoral scholars
- Prior to the proposal moving forward to the APPC for consideration, the Committee requested that the funding sources for the staff which will be hired to help with administration of the certificates be clarified

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of a not-for-academic-credit Certificate in University Teaching and Learning for graduate students in the Taylor Institute for Teaching and Learning, effective September 2017, as set out in the proposal provided to the Committee.

Carried

Moved/Seconded

That the Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee approve the creation of a not-for-academic-credit Certificate in University Teaching and Learning for postdoctoral scholars in the Taylor Institute for Teaching and Learning, effective September 2017, as set out in the proposal provided to the Committee.

Carried

7. Annual Committee Performance Review and Review of the APS Terms of Reference

Documentation for this item was circulated with the Agenda. Joelle Welling, Academic Co-Chair of the Academic Program Subcommittee (APS), and Lynn Taylor, Co-Chair of the APS, presented this item.

Highlights:

- The Academic Co-Chair reported that the APCC conveys their thanks for the Committee's work in 2016-17
- A member of the Committee questioned whether there is a more descriptive term than 'alteration' that could be used in the Terms of Reference under the 'Responsibilities' section and it was confirmed that this will be considered as part of a broader review of the Terms of Reference this summer

8. Curriculum Review Reports: Department of Art, Department of Psychology, Werklund School of Education, Undergraduate Medical Education, Social Work, Department of Sociology

Documentation for this item was circulated with the Agenda for information only. It was reported that, as part of the Quality Assurance process, the General Faculties Council directed that the public Curriculum review reports be provided to the Academic Program Subcommittee or the Graduate Academic Program Subcommittee as appropriate for their information.

9. Status of Program Approvals

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

10. Other Business

The Faculty Association representative read the following statement: *"On behalf of the University of Calgary Faculty Association, I wish to express the Association's sincere appreciation to Dr. Lynn Taylor for her extra-ordinary contribution to teaching and learning – and her many other positive contributions– to the University of Calgary and in particular its faculty. Dr. Taylor's dedication, professionalism, and insight are well known to, and appreciated by, all of us. An administrator who exemplifies wisdom, good humor, and leadership is a gift to any institution. Dr. Taylor is one such administrator. Thank you Dr. Taylor. We will miss you, and we wish you the very best in your upcoming retirement."*

On the occasion of the Co-Chair's last Academic Program Subcommittee meeting, the Committee celebrated Lynn Taylor's leadership and passion for teaching and learning.

11. Adjournment**Moved/Seconded**

That the Academic Program Subcommittee adjourn the May 29, 2017 meeting.

Carried

The meeting was adjourned at 3:51 p.m.