

General Faculties Council
CALENDAR AND CURRICULUM SUBCOMMITTEE
Approved Minutes

Meeting #43
January 25, 2018, 9:00 a.m.

A167

Voting Members

Susan Barker, Co-Chair
Sherry Weaver, Academic Co-Chair
Nancy Chibry
Dianne Gereluk
Ebba Kurz
Graham McCaffrey
Tina Miller
Hieu Ngo
Steve Norman
Anders Nygren
David Paskevich
Leslie Reid
Angelique Saweczko
Virginia Tumas
Joelle Welling

Regrets

Nickie Nikolaou
Amy Warren

Observers

Carol Crooks, Senior Undergraduate Specialist, Faculty of Science
Angela Crowley, Manager, Undergraduate Programs, Werklund School of Education
Christine Johns, Senior Director, Academic & International Strategies
Pat Kaip, Manager, Undergraduate Programs, Haskayne School of Business
Jodi McGill, Team Lead, Undergraduate Program, Faculty of Kinesiology
Maria Soos, Manager, Student Services, Faculty of Social Work
Brenda Toth, Undergraduate Program Manager, Faculty of Nursing

Non-Voting Members

Lesley Gerein
Jennifer Logan
Carol Poland
Zac Wiens

Secretary

Cherie Tutt

Scribe

Rebecca Kenny

The Co-Chair called the meeting to order at 9:02 a.m. and confirmed quorum.

1. Approval of the Agenda

The Co-Chair reported that Item 9 was removed from the Agenda and that the item will be brought back to the Committee at a later date.

Moved/Seconded

That the Agenda for the January 25, 2018 Calendar and Curriculum Subcommittee meeting be approved, as amended.

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

The Co-Chair provided an overview of two events concerning the University that generated significant media attention in January.

The Academic Co-Chair made no remarks.

3. Approval of the December 14, 2017 Meeting Minutes

Documentation for this item was circulated with the Agenda. One revision to the minutes was requested.

Moved/Seconded

That the Minutes of the Calendar and Curriculum Subcommittee meeting held on December 14, 2017 be approved, with the requested amendment.

Carried**4. Approval of Calendar Changes: Adding the BSc in Psychology to the Collaborative Offerings at Red Deer College**

Documentation for this item was circulated with the Agenda. Virginia Tumas, Associate Dean (Undergraduate Programs and Student Affairs), Faculty of Arts, presented this item.

Highlights:

- The proponent reported that the Faculty of Arts has two programs offered in collaboration with Red Deer College (RDC) and that the Faculty of Arts would like to add the Bachelor of Science (BSc) Psychology to the programs offered at RDC
- The proponent explained that the BSc Psychology course requirements at the University of Calgary campus and at RDC are the same and that the requested change will be adding RDC as a new location in the Provider and Program Registry System (PAPRS)

- In response to questions it was explained that:
 - The Committee is the final approval authority for this proposal
 - The Faculty of Arts will consult with the Werklund School of Education (WSE) regarding offering courses provided by the University of Calgary at RDC to students in WSE's Community-Based Bachelor of Education program

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) approve the addition of the Bachelor of Science in Psychology to the Collaborative Programs at Red Deer College to the Calendar, as set out in the document provided to the Committee.

Carried**5. Approval of Calendar Changes: High School Admissions Table (Faculty of Arts) and Recommendation of Revisions to High School Subjects Required for Admission to Earth Sciences and Geography**

Documentation for this item was circulated with the Agenda and tabled at the meeting. Virginia Tumas, Associate Dean (Undergraduate Programs and Student Affairs), Faculty of Arts, presented this item.

Highlights:

- The proponent reviewed the proposed changes set out in table document presented to the Committee and explained that instead of stipulating that a grade of 70% in Math 30-1 is required for admission to Geography and Earth Sciences, it will instead be indicated as a note in the High School Admission Table that first-year Math courses have a prerequisite of 70% or higher in Math 30-1. This aligns with Haskayne School of Business, Faculty of Science and WSE.
- The proponent then explained that, in order to increase transparency, it is being proposed that Geography revise its admission requirements to include Math 30-1, and Earth Sciences revise its admission requirements to include Math 30-1 and Chemistry 30
- The proponent noted that, currently, students can be admitted to Geography and Earth Sciences without Math 30-1, Math 30-2 or Chemistry 30, but may be required to have these as a prerequisite for required courses needed to complete their program
- In response to questions it was explained that:
 - The difference between a minimum grade required for admission and for a pre-requisite course could be identified in the high school admissions table by adding a note to inform students that the pre-requisite for first year math classes is 70% in Math 30-1 and where it is an admission requirement a note be added that states that 70% in Math 30-1 is required for admission
 - If the Faculty were to make 70% in Math 30-1 required for admission it could limit the applicant pool, but requiring 70% as a course pre-requisite will allow students the option to take steps to upgrade prior to taking the required course and still be eligible for admission into the program
 - The number of students who are admitted into programs with less than 70% in Math 30-1 is low

- The Committee discussed:
 - If a student is required to have a minimum grade in a pre-requisite to be able to enrol in a course, should that grade be listed as part of the admission requirement, such as if Math 235 has a pre-requisite of 70% in Math 30-1 should a grade of 70% in Math 30-1 be required for admission
 - That it would be interesting to see whether students who are admitted without 70% in Math 30-1 are successful in their programs and what supports they may have required throughout the completion of their program
- The Committee requested that a link to the Mathematics Competency Equivalents regulation section of the Calendar, and a statement explaining pre-requisites, be added to the High School Admissions Table
- The Co-Chair reported that the requested changes to the High School Admissions Table and the Early Admission Process for Current High School Students Table will be brought back to the Committee for review

Moved/Seconded

That the Calendar and Curriculum Subcommittee approve the Calendar changes to the “Admission Requirements for High School Students” table, as set out in the document provided to the Committee.

Carried**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the revisions to the Bachelor of Arts Geography, the Bachelor of Science (BSc) Geography, and the BSc Earth Sciences Admission Requirements, effective for the Fall 2019 admissions cycle, as set out in the document provided to the Committee.

Carried

Hieu Van Ngo abstained

6. Approval of Calendar Changes: Faculty of Science (BSc Applied Chemistry)

Documentation for this item was circulated with the Agenda. Nancy Chibry, Interim Associate Dean (Undergraduate), Faculty of Science, presented this item.

Highlights:

- The proponent reported that the proposal to suspend the Bachelor of Science (BSc) in Applied Chemistry is due to issues with the cooperative education model
- The proponent explained students who are interested in the field of Chemistry will still have the option to complete the BSc in Chemistry
- There were no questions

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Bachelor of Science and Bachelor of Science (Honours) programs in Applied Chemistry, as set out in the document provided to the Committee.

Carried**7. Approval of Calendar Changes: Cumming School of Medicine**

Documentation for this item was circulated with the Agenda. Ebba Kurz, Associate Dean (Undergraduate Health and Science Education), Cumming School of Medicine, presented this item.

Highlights:

- The proponent presented changes for the Bachelor of Health Sciences program, Bachelor of Community Rehabilitation program, and the Undergraduate Medical Education Program, and reported that the majority of the proposed changes are editorial in nature. The proponent summarized some of the more substantive changes including updates to course content, the addition and deletion of courses, and updates to the Cumming School of Medicine section of the Calendar.
- There were no questions

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar changes for the Cumming School of Medicine, as set out in the Summary provided to the Committee, and as recommended by the CCS Calendar Working Group.

Carried**8. Approval of Calendar Changes: Faculty of Social Work**

Documentation for this item was circulated with the Agenda. Hieu Van Ngo, Director, Undergraduate Student Affairs, Faculty of Social Work, presented this item.

Highlights:

- The proponent noted that the majority of the proposed changes are editorial in nature and will add clarity to the Calendar entry, including updated descriptions for course work, removal of pre-requisites and anti-requisites, updated links to Social Work associations, and the alignment of content with the International Association of Schools of Social Work
- There were no questions

Moved/Seconded

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar changes for the Faculty of Social Work, as set out in the documents provided to the Committee, and as recommended by the CCS Calendar Working Group.

Carried**9. Revisions to the Block Week Courses Regulations**

Documentation for this item was circulated with the Agenda. Angelique Saweczko, Registrar, presented this item.

Highlights:

- The proponent explained that the review of the Block Week Courses Regulations is being brought forward as the regulations have not been reviewed in a number of years, and noted that currently the regulations have some difficult limitations
- The proponent explained that the Office of the Registrar is currently seeking input from the Faculties in order to create regulations with greater usability, and requested that the Committee also provide feedback or send their recommendations to her via email. The proponent noted that the regulations will be brought back to the Committee for review at a later date.
- In response to a question, it was explained that many concerns have been raised regarding the block week exam schedule, and that holding an exam on the afternoon of the last day of a block week course is not an option because the minimum GFC hours could not be met
- The Committee discussed:
 - The complexities around the current block week exam schedule, alternative options for a block week course exam schedule, and that Registrar scheduled final exams are not required for block week courses and therefore instructors can consider alternative types of assessment
 - Issues concerning students not receiving feedback on how they have done in the course until after the add/drop date for the fall and winter terms
 - Issues when a block week course is being used as a pre-requisite for courses in fall and winter

10. Advisor Update

Documentation for this item was circulated with the Agenda. Lesley Gerein, Senior Specialist, Academic Advising, presented this item.

Highlights:

- The presenter explained the student/advisor ratio and the comparison in numbers from last year to this year, and noted that the unweighted numbers do not take into account the amount of advising that each advisor completes

- The presenter noted that advisors were relocated from the Student Success Centre into the Faculties, and that a concern in Faculties is that students who are multidisciplinary are being segregated. The presenter noted that the National Survey of Student Engagement (NSSE) results shows that most students are seeking advising from family and friends and that there needs to be consideration of this.
- In response to a question, it was explained that the National Academic Advising Association (NACADA) used to refer to an ideal case load for advisors, but they have moved away from this model because each University has unique complexities around calculating advising case loads
- The Committee requested that RDC be removed from the Faculty of Arts advising numbers to more accurately reflect the advising case load
- The Committee noted it would be helpful to further explore these numbers at the upcoming NSSE retreats

11. Status of Program Approvals

Documentation for this item was circulated with the Agenda.

There were no questions.

12. Other Business

There was no other business.

13. Status of Program Approval Reports

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

14. Adjournment

The January 25, 2018 Calendar and Curriculum Subcommittee meeting was adjourned by consensus.

The meeting was adjourned at 10:13 a.m.