



General Faculties Council  
**CALENDAR AND CURRICULUM SUBCOMMITTEE**  
Approved Minutes

Meeting #60  
December 19, 2019, 9:00 – 11:00 a.m.

A167

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***Voting Members***

Susan Barker, Co-Chair  
Sherry Weaver, Academic Co-Chair  
Amy Burns  
Nancy Chibry  
Kevin Dang  
Cari Gulbrandsen  
Ebba Kurz  
Catherine Laing  
David Paskevich  
Leslie Reid  
Andrew Szeto  
Virginia Tumas

***Non-Voting Members***

Carol Crooks  
Kim McLeod  
Roxanne Ross  
Carol Poland

***Secretary***

Cherie Tutt

***Scribe***

Tasha Hodzic

***Regrets***

Kim Johnston  
Robert McCorkell  
Nickie Nikolaou  
Angelique Saweczko  
Jason Wiens

***Guests***

Deborah White, Dean, University of Calgary in Qatar – Present for Item 4  
JoAnne MacDonald, Associate Dean (Academic), University of Calgary in Qatar – Present for Item 4

***Observers***

Rachel Bruce, Manager, Arts Student Centre  
Jennifer Logan, Program Coordinator, Medicine  
Angie Crowley, Manager - Undergraduate Programs, Werklund School of Education  
Maria Soos-Gonczo, Manager, Student Services, Social Work  
Brenda Toth, Undergraduate Program Manager, Faculty of Nursing  
Vanessa Wood, Deputy Registrar, Enrolment Services, Registrar's Office  
Jodi McGill, Team Lead - Undergraduate Programs, Faculty of Kinesiology  
Pat Kaip, Manager, Undergraduate Programs, Haskayne School of Business  
Jaclyn Carter, Governance and Student Appeals Office Coordinator, Office of the Secretariat

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The Co-Chair called the meeting to order at 9:01 a.m. and confirmed quorum.

### **1. Approval of the Agenda**

The Co-Chair informed the Committee of updates to the documentation circulated under Item 9.

**Moved/Seconded**

That the Agenda for the December 19, 2019 Calendar and Curriculum Subcommittee meeting be approved.

**Carried**

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

The Co-Chair included the following in her remarks:

- Consultations are underway with the Students' Union and Graduate Students' Association in relation to tuition increases. The proposed increases include a 5-10 % increase determined by new, returning and international student status.
- Jaclyn Carter, an incoming Secretariat staff member was introduced and welcomed to the meeting.

### **3. Approval of the November 21, 2019 Meeting Minutes**

Documentation for this item was circulated with the Agenda. The Co-Chair and Academic Co-Chair presented this item.

**Moved/Seconded**

That the Meeting Minutes for the November 21, 2019 Calendar and Curriculum Subcommittee meeting be approved.

**Carried**

### **4. Approval of Calendar Changes: Faculty of Nursing, UCQ**

Documentation for this item was circulated with the Agenda. Deborah White, Dean, and Joanne MacDonald, Associate Dean (Academic), University of Calgary in Qatar presented this item.

*Secretary's Note: This item was presented as Item 5.*

Highlights:

- The proponents reported that extensive work and consultations have been conducted with respect to the Calendar revisions, including course modifications, additions and deletions to reflect changes to the Qatar nursing programs' curricula
- The revisions have been reviewed with the state of Qatar and meet accreditation standards
- In response to a question, it was explained that the course hours for any courses listing 3-0 + 24 hours need to be amended or built into a lab, tutorial or seminar for course registration
- The Committee recommended that NURS 222 should list Kinesiology 260 as an antirequisite instead of Kinesiology 259

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the calendar revisions for the Faculty of Nursing in Qatar (including both the Regular Track and Post-Diploma Bachelor of Nursing pathways), as set out in the documents provided to the Committee, and as recommended by the CCS Calendar Working Group, effective for the 2020-2021 Calendar as amended.

**Carried****5. Approval of Calendar Changes: Cumming School of Medicine 2019-2020 (Spring Term)**

Documentation for this item was circulated with the Agenda. Ebba Kurz, Associate Dean, Cumming School of Medicine presented this item.

## Highlights:

- The proponent provided a summary of the changes, which include the addition of Clinical reorientation and modifications to extended clerkship electives

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Cumming School of Medicine Doctor of Medicine (MD) program, as presented to the Committee, and as recommended by the CCS Calendar Working Group, effective for the 2020 Spring Term.

**Carried****6. Approval of Calendar Changes: Cumming School of Medicine for 2020-2021**

Documentation for this item was circulated with the Agenda. Ebba Kurz, Associate Dean, Cumming School of Medicine presented this item.

## Highlights:

- The proponent provided a summary of the changes, which include additional courses for Bachelor of Health Sciences, Bachelor of Community Rehabilitation and Doctor of Medicine programs, revisions to antirequisites and prerequisites, language clarifications in the academic review process, and minor editorial changes, course modifications and deletions
- In addition to the documentation circulated, the proponent amended the changes to include an additional antirequisite in Community Rehabilitation 542 to include Medical Science 545

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Cumming School of Medicine, Bachelor of Health Sciences, Bachelor of Community Rehabilitation and Doctor of Medicine programs, as set out in the documents provided to the Committee, and as recommended by the CCS Calendar Working Group, effective for the 2020-2021 Calendar, with the requested amendment.

**Carried**

## **7. Approval of Calendar Changes: Werklund School of Education**

Documentation for this item was circulated with the Agenda. Amy Burns, Associate Dean, Werklund School of Education presented this item.

Highlights:

- The proponent provided a summary of the changes, which include revisions to the language explaining students' progression in the Bridging pathway, language clarification in concurrent degree combinations, and added language to the second languages, music and physical education requirements. The proponent also reported on the addition of a Remedial Work Required (RM) indicator in Field Experience courses, as well as minor editorial changes, course modifications and deletions.
- In response to a question, it was explained that students will be advised on additional fees that may be required with transfer course shelf-life

The Committee recommended that:

- The proponents apply the term "proficiency" to all sections that reference language fluency, for consistency
- An amendment be made to remove the language from the Calendar entry under section 3.1.3 regarding language proficiency for elementary and secondary routes until further consultation on proficiency assessments is completed

### **Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Werklund School of Education, as set out in the documents provided to the Committee, and as recommended by the CCS Calendar Working Group, effective for the 2020-2021 Calendar, with the exclusion of section 3.1.3.

**Carried**

## **8. Approval of Calendar Changes: Faculty of Arts**

Documentation for this item was circulated with the Agenda. Virginia Tumas, Associate Dean, Faculty of Arts presented this item.

Highlights:

- The proponent provided a summary of the changes, which include updates to the Faculty regulations section, minor editorial changes and course modifications. The summary of changes include modifications to course registration limits and deferred work withdrawal limits, and the addition of an overlapping principle for interdisciplinary programs.

In response to questions, it was explained that:

- While students normally are not permitted to take 300-level courses in their first year, exceptions could be made on a case by case basis
- Currently, there is no central regulation for course limits on spring and summer terms and limits may differ among faculties. Students in co-op programs may register in one course during the spring or summer term and not be impacted by this regulation.

- The current practice for students who exceed the withdrawal limit and are requested to withdraw from the program does not include a pathway through the Academic Turnaround Program (ATP).

The Committee suggested that section 3.2.5 be amended to remove the last sentence in the third paragraph, and that a CCS working group be created to further discuss regulations around tuition and withdrawal regarding deferred grades in prerequisite or corequisite courses

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee (CCS) approve the Calendar revisions for the Faculty of Arts, as set out in the documents provided to the Committee and as recommended by the CCS Working Group, effective for the 2020-2021 Calendar with the amendment to section 3.2.5.

**Carried****9. Recommendation of changes to the Academic Regulations: Continued Registration while under Appeal**

Documentation for this item was circulated with the Agenda. Susan Barker, Co-Chair, presented this item.

Highlights:

- The proponent provided a summary of the changes, which include alignment in the Calendar with the new appeal and academic misconduct policies and procedures regarding continued registration while under appeal
- In response to a question, it was explained that:
  - Students' registration may be restricted in line with professional codes or principles of conduct and is at the sole discretion of the Faculty

The Committee suggested that:

- A statement be added to section J.1 to address what happens when students meet degree requirements for graduation while under appeal
- It be clarified with the Registrar what Calendar section to reference for the standard regulations
- This agenda item be postponed until further information is available

**Moved/Seconded**

That the Calendar and Curriculum Subcommittee recommend that the Academic Planning and Priorities Committee approve the revisions to section J.1 Continued Registration While Under Appeal in the University Calendar, as set out in the documents provided to the Committee.

**Postponed**

**10. Changes to the Academic Regulations: Registration**

Documentation for this item was circulated with the Agenda. Vanessa Wood, Deputy Registrar presented this item.

Highlights:

- The presenter is seeking feedback on proposed changes to Section B. Registration in the Calendar. Primary changes include stop out period requirements, relocating section A.4.1 from Admissions to Registration in the Calendar and confirming with the Faculties if the highlighted portions in B.5 Repeating Courses should be removed.

The Committee recommended that:

- The transition from a two year to one year stop out period would need to be managed and the effective date would need to account for students currently in a stop out period
- It be specified whether the one year period is based on a calendar year or four consecutive terms. Members proposed the creation of a chart to clarify when registration needs to resume.

**11. Status of Program Approvals**

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

**12. Other Business**

There was no other business.

**13. Adjournment****Moved/Seconded**

The December 19, 2019 meeting of the Calendar and Curriculum Subcommittee was adjourned by consensus.

**Carried**

The meeting was adjourned at 10:45 a.m.

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Cherie Tutt  
Meeting Secretary