

Academic Programs and Curriculum Committee
February 6, 2024 at 3pm – 5pm
University Boardroom A341

IN ATTENDANCE:

Peter Choate	GFC Academic Staff Member, CHAIR
Phil Warsaba	Vice-President, Students, VICE-CHAIR
Evan Cortens	Dean, Faculty of Continuing Education & Extension
David Clemis	Academic Director, Liberal Education
Stephen Price	Dean Representative
Rob Boschman	Academic Staff Member - Faculty Curriculum Committee (Arts)
Reza Chowdhury	Academic Staff Member - Faculty Curriculum Committee (Business & Communication Studies)
Nadine Van Wyk	Academic Staff Member - Faculty Curriculum Committee (Health, Community & Education)
Melanie Rathburn	Academic Staff Member - Faculty Curriculum Committee (Science and Technology)
Cari Merkley	Academic Staff Member - Faculty Curriculum Committee (University Library)
Adam Cave	Chair of a Faculty Curriculum Committee
Rusna Mahoon	Student Representative (<i>via Google Meet</i>)

Resources

Gaye Warthe	Faculty Curriculum Committee Chair
Nicole Cross	Designate for University Registrar
Cheryl Melatdoost	Academic Quality Assurance Coordinator
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

Guests

Christina Lovestone	Manager, Business Processes and Strategic Operations (Faculty of Continuing Education)
Kimberly Smith	Office of Institutional Research and Planning

NOT IN ATTENDANCE:

Tala Abu Hayyaneh	Student Representative
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The Chair called the meeting to order at 3:02PM.

1. Approval of Agenda

Moved and seconded:

THAT the Agenda for the February 6, 2024 Academic Programs and Curriculum Committee meeting be approved.

Motion carried

2. Approval of Meeting Minutes

2.1. Minutes from November 30, 2023

Moved and seconded:

THAT the Minutes of the November 30, 2023 Academic Programs and Curriculum Committee meeting be approved.

Motion carried

2.2. Business Arising from the Minutes

There was no business arising from the meeting.

3. Minors Survey – Standard Questionnaire and Process

K. Smith collected feedback about creating a centralized survey for all proposed minors for a consistent approach to collecting student input data. There was support for the approach to a standard questionnaire and process. However, discussion took place on whether or not “Student Input” is a necessary requirement for Minors. It was agreed to review the Curriculum Change Impact Assessment Chart first (including a review of which type of submissions student input is required), and then revisit the discussion about a standard questionnaire and process.

K. Smith left the meeting.

4. Curriculum

Faculty of Business and Communication Studies:

4.1. Major Program Change – Information Design, BCMM

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Information Design, BCMM.

Motion carried

Faculty of Health, Community and Education:

4.2. Major Program Change – Bachelor of Education (BEd) - Elementary

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Bachelor of Education (BEd) - Elementary.

Discussion:

- In response to a question about the Diverse Admission Target, clarification was provided on how CASPer is being used to assist with intakes.

Motion carried

4.3. Major Program Change – Bridge to Canadian Nursing, Certificate, BCN

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Bridge to Canadian Nursing, Certificate, BCN.

Discussion:

- An editorial name change for the program to replace “Certificate” will be approved by ESCRC.

Motion carried

4.4. Major Program Change – Child and Youth Care Counsellor, Minor

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Child and Youth Care Counsellor, Minor, as amended.

Discussion:

- The program structure for this program and the Early Learning and Child Care, Minor was explained.
- As there are 3000-level courses in these minors with no prerequisites, it was discussed and agreed to approve this motion with the condition that a note be added to the Academic Calendar to provide advice to students from outside the program about the expectation for taking the higher level courses.

Motion carried

4.5. Major Program Change – Early Learning and Child Care, Minor

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Early Learning and Child Care, Minor.

Motion carried

4.6. Major Program Change – Physical Literacy, BHPE

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Physical Literacy, BHPE.

Discussion:

- A question was responded to explaining how accessibility is supported and options provided for students to be successful in the program with respect to active-based electives.
- Comments were made expressing support of the General Education structure for the program.

Motion carried

4.7. Major Program Change – Physical Literacy, BHPE (Honours)

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Physical Literacy, BHPE (Honours).

Motion carried

C. Lovestone joined the meeting.

5. CE Curriculum Policy Pre-Consultation

E. Cortens and C. Lovestone collected feedback and responded to questions on the new “Board-approved Curriculum Policy”, including a name for the policy and the rescindment of the current Extension Curriculum Policy. The new policy is being classified a management policy due to amendments in the PSLA and adherence to Mount Royal University’s Policy on University Policies and Procedures.

C. Lovestone left the meeting.

4. Curriculum (Continued)

Faculty of Science and Technology:

4.8. Program Termination – Environmental Technology Certificate

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Program Termination – Environmental Technology Certificate.

Discussion:

- It was noted that this program has not gone through a formal suspension process, but there is precedent for this and there are no students currently enrolled in this program.
- A question was flagged to address as part of the Curriculum Impact Assessment Charter review regarding student input when there are no students enrolled in a program that is proposed to be terminated.

Motion carried

4.9. Major Program Change – Geology, B.Sc. (Honours)

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Major Program Change – Geology, B.Sc. (Honours).

Motion carried

4.10. Approval in Principle – Spatial Data Science Certificate

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the Approval in Principle – Spatial Data Science Post-Bachelor Certificate.

Discussion:

- The title of the proposal will be updated to “Post-Bachelor’s Certificate” for clarity.

Motion carried

6. Update on Program Definitions Policy Revisions

- a) *Definition of a course*
- b) *Exemption clause process for programs from Program Definitions Policy*

- c) *Work-Integrated Learning (WIL) Definitions*
- d) *Credential Types (aligning with Ministry)*

Discussion took place on how this policy review has been approached and the time it has taken, and to consider moving it forward in another way. In consideration of the establishment of new steering committees to address experiential learning and General Education and the time that will take, it was discussed and agreed to move forward with other policy changes first while that work is underway, including Honours Programs and the Course Definition. A draft of proposed changes that are ready for review will be presented at the next APCC meeting for consideration to move forward to the next step in the policy revision process.

7. Committee Chair Report

A copy of the most recent Committee Chair's Report to GFC was received for information.

8. Faculty Council Approved Curriculum

Received for information.

9. New Business

There was no new business.

10. Adjournment 4:50PM