Academic Programs and Curriculum Committee
September 29, 2026 at 3pm – 5pm
University Boardroom A341

IN ATTENDANCE:

Michael Roberts	GFC Academic Staff Member, CHAIR
Evan Cortens	Dean, Faculty of Continuing Education
David Clemis	Academic Director, Liberal Education
Douglas Gleddie	Dean Representative
Shane Gannon	Academic Staff Member - Faculty Curriculum Committee (Arts)
Joy Chadwick	Academic Staff Member - Faculty Curriculum Committee (Health, Community and Education)
Cari Merkley	Academic Staff Member - Faculty Curriculum Committee (University Library)
Gaye Warthe	Chair of a Faculty Curriculum Committee
Julia Madden	Student Representative
Simernit Kaur Pamma	Student Representative
Resources	
Melanie Rathburn	Faculty Curriculum Committee Chair
Geri Lynn Gouglas	University Registrar & Associate Vice-President, Enrolment Management
Radwa Mohamed	Academic Quality Assurance Coordinator
Sheena Dyer	Assistant University Secretary, GFC, RECORDING SECRETARY

NOT IN ATTENDANCE:

Phil Warsaba	Vice-President, Students, VICE-CHAIR

The Chair called the meeting to order at 3:00PM.

1. **Approval of Agenda**
   Moved and seconded:
   THAT the Agenda for the September 29, 2026 Academic Programs and Curriculum Committee meeting be approved.
   Motion carried

2. **Approval of Meeting Minutes**
   2.1. Minutes from April 28, 2026
   Moved and seconded:
   THAT the Minutes of the April 28, 2026 Academic Programs and Curriculum Committee meeting be approved.
   Motion carried

   2.2. Business Arising from the Minutes
   There was no business arising from the minutes.

3. APCC Orientation

The following information was reviewed:

3.1. APCC Charter *Attachment*
3.2. APCC Membership *Attachment*
3.3. APCC Meeting Schedule *Attachment*
3.4. Questions for 15-Day Consultation *Attachment*
3.5. Curriculum Approval Process/Form Types & Required Components
3.6. Quick Links:
- Curriculum Approval Policy for Ministry Approved Programs
- Program Definitions Policy
- MRU Curriculum & Calendar Website
- Curriculum End User Manual – GFC Members

Discussion:
- An overview of the types of curriculum submissions APCC reviews was provided.
- It was suggested for APCC review the Guidelines for Calendar Descriptions that the Vice Deans have been developing, and to include it with future APCC orientation materials for reference.

4. Curriculum

4.1. New Program Proposal: Bachelor of Education - Secondary (degree-after) (Education)

Moved and seconded:

THAT the Academic Programs and Curriculum Committee recommends to the General Faculties Council the approval of the New Program Proposal: Bachelor of Education - Secondary (degree-after) (Education).

Discussion:
- It was clarified that this will be Mount Royal's first Ministry-approved degree-after.
- The Registrar explained they are working with the department to address financial aid/admission considerations for a spring intake, which is part of determining the operationalization of the program once approved.
- The number of seats in the program was clarified, as noted in the revised Part A application document in the funding section. The changes indicate, as per feedback received on the proposal, that the Part A application will go to the Ministry of Advanced Education with a request for new funding for the proposed 40 student intake.
    - It was flagged that the Program Components calculations will need to be corrected so that the calculations and totals are accurate and consistent.
- General comments were made in support of the proposal.
- It was raised that indirect costs be appropriately budgeted to ensure sufficient administrative resources, including funding for recruitment and enrolment management for this new type of program.
    - It was explained that this will be addressed by the department with the Ministry once the program has moved through the approval process.
- Ideas for promoting the program and recruitment were offered.
- A question was raised and discussed to clarify the admissions criteria listed in Appendix A and the concern that the way it's written may exclude Interdisciplinary Science.

    - The committee discussed where this particular wording originated, if it has enough flexibility as written to include all Science majors, and what the intention of the eligibility criteria is. As well, whether it was intended to be worded similarly to the other disciplines listed in the admission criteria.
    - Given consideration for timing of the first intake, it was agreed to do a conditional approval to ensure the admission criteria is clarified so that Interdisciplinary Science is included, and that it is not limiting to potential applicants.
- It was clarified that there will be courses available in the program for teaching special needs students.
- Discussion took place about having no General Education requirements for this program, highlighting that it's open to non-MRU students who may not have liberal education and consideration of alignment with MRU's Academic Plan related to liberal education. Opinions were shared in favor of or not having this being a requirement for the program.
- The conditions to be addressed prior to submitting to GFC for approval were discussed and confirmed as follows:
    - Clarification of Admission Criteria to include Interdisciplinary Science
    - Correction of Program Component calculations
    - Update sharing permissions for Appendix B – Letters of Support and correcting links in Appendix A
    - Correcting the subject-codes referenced in Appendix A

Motion carried

5. APCC Assessment Results 2026

The APCC Assessment Results 2026 were reviewed.

6. Draft APCC 2026-27 Annual Plan

The draft APCC 2026-27 Annual Plan was reviewed. Following discussion, it was agreed to add these items to the workplan:

- Discussion of the Grade Policy, with respect to concerns raised about grade distribution
- Review of guidelines for course descriptions (November APCC meeting)
- Program Definition Policy

7. 2025-26 Non-Ministry Approved Curriculum Submissions

The 2025-26 Non-Ministry Approved Curriculum Submissions were received for information. Questions were responded to for additional information about the new extensions certificates and terminations to extension certificates.

8. New Business

There was no new business.

9. Adjournment 4:22PM