



The following Motions and Documents were considered by the General Faculties Council at its Monday, May 28, 2018 meeting:

Agenda Title: **New Members of GFC**

CARRIED MOTION I: TO APPOINT/RE-APPOINT:

The following President of the Association of Academic Staff of the University of Alberta (AASUA), for a term beginning July 1, 2018 and extending for the duration of the appointment:

- Kevin Kane, President, AASUA

The following non-academic staff representative nominated by the Non-Academic Staff Association (NASA), for a term beginning July 1, 2018 and ending June 30, 2021:

- Andrei Tabirca, Faculty of Arts

CARRIED MOTION II: TO RECEIVE:

The following *ex officio* member, to serve on GFC for a term beginning August 1, 2018 and extending to June 30, 2019:

- Deborah Burshtyn, Interim Vice-Provost and Dean, Faculty of Graduate Studies and Research

The following *ex officio* members, to serve on GFC for a term of office beginning July 1, 2018 and extending for the duration of the appointment:

- Robert (Bob) Haennel, Dean, Faculty of Rehabilitation Medicine
- Shanthi Johnson, Dean, School of Public Health

The following *ex officio* member, to serve on GFC for a term of office beginning August 15, 2018 and extending for the duration of the appointment:

- Dale Askey, Vice-Provost (Learning Services) and Chief Librarian

The following statutory faculty members who has been elected/re-elected by their Faculty, to serve on GFC for term of office beginning July 1, 2018 and ending June 30, 2021:

Faculty of Education:

- Christina Rinaldi
- Lynne Wiltse

Faculty of Science:

- Eleni Stroulia
- W. Ted Allison
- Roger Moore

Final Item: 4

Agenda Title: **Proposal for the Termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian, Faculty of Arts**

CARRIED MOTION: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian to take effect upon final approval.

Final Item: 5

Agenda Title: **Proposal for the Termination of the Bachelor of Arts Individualized Major and Minor, Faculty of Arts**

CARRIED MOTION: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts Individualized Major and Minor to take effect upon final approval.

Final Item: 6

Agenda Title: **Proposal for the Termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS), Faculty of Arts**

CARRIED MOTION: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS) to take effect upon final approval.

Final Item: 7

Agenda Title: **Proposal for the Termination of the Bachelor of Music routes of Music History, School Music, and World Music, Faculty of Arts**

CARRIED MOTION: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Music routes of Music History, School Music, and World Music to take effect upon final approval.

Final Item: 8

OUTLINE OF ISSUE
Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian, Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian to take effect upon final approval.

Item

Action Requested	☐ Approval ☒ Recommendation
Proposed by	Lesley Cormack, Dean, Faculty of Arts
Presenter	Steven Dew, Chair, Academic Planning Committee Lesley Cormack, Dean, Faculty of Arts Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian
The Impact of the Proposal is	No impact on students is expected due to the termination of these programs. Admission to these programs was suspended in 2014. Courses in these areas continue to be offered.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	The Calendar and the Faculty website will be updated.
Supplementary Notes and context	See attachment

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity) <For further information see the link posted on the	<u>Those who have been informed:</u> Arts Faculty Council
	<u>Those who have been consulted:</u> - Vice Dean, Faculty of Arts - Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)

Governance Toolkit section Student Participation Protocol >	<i>Those who are actively participating:</i> • none
Approval Route (Governance) (including meeting dates)	Arts Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017) Arts Faculty Council (November 23, 2017) GFC Academic Planning Committee (April 18, 2018) GFC Executive Committee (May 14, 2018) General Faculties Council (May 28, 2018) Board Learning and Discovery Committee (June 1, 2018) Board of Governors (June 15, 2018)
Final Approver	Board of Governors

Alignment/Compliance

Alignment with Guiding Documents	<i>For the Public Good</i> GOAL: SUSTAIN our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all. Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals. <i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i> Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources. Objective I. Secure and manage the Faculty's resources to sustain, enhance, and promote our mission, vision, and goals.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to “determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma” (28(1)(c)). 2. PSLA: The PSLA gives Faculty Councils power to “determine the programs of study for which the faculty is established” (29(1)(a)). 3. GFC Academic Planning Committee Terms of Reference: (Mandate) “8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.” 4. Board Learning and Discovery Committee (BLDC) Terms of Reference:

	“3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board’s General Committee Terms of Reference, the Committee shall, in accordance with the Committee’s responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...] 4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).
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Attachments

1. Proposal Template: Termination of the Bachelor of Arts and Bachelor of Arts (Honors) in: Italian Studies; Russian Language and Literature; Ukrainian Folklore; Ukrainian Language and Literature; French and Italian; German and Scandinavian; Italian and Spanish; Russian and Ukrainian (5 pages)
2. *Calendar* change form (4 pages)

Prepared by: Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts,
rebecca.nagel@ualberta.ca

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Single Majors: Italian Studies, Russian Language & Literature, Ukrainian Folklore, Ukrainian Language & Literature Combined Majors :** French & Italian, German & Scandinavian, Italian & Spanish, Russian & Ukrainian ** not to be confused with “double” majors
Credential awarded	Bachelor of Arts and Bachelor of Arts Honors (BA and BA Honors)
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 ☒ This termination proposal was preceded by a ministry-approved suspension period.
- ☐ This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 ☒ No active students remain in the program.
☐ Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

In 2013, the Dean of Arts requested suspension of low enrollment majors in the Department of Modern Languages & Cultural Studies (MLCS). As you can see from the statistics included below, interest in pursuing these majors was minimal.

SINGLE MAJORS (BA & BA Honors)

YEAR	ITALIAN STUDIES	RUSSIAN		UKRAINIAN FOLKLORE	UKRAINIAN LANG & LIT
		LANG & LIT			
2013-14	3	7		0	1
2012-13	1	3		1	2
2011-12	4	2		1	1
2010-11	4	2		0	1
2009-10	5	6		0	1
2008-09	5	6		0	2
2007-08	2	6		1	4
2006-07	2	4		2	5
2005-06	4	5		1	3

COMBINED MAJORS (BA)

YEAR	FRENCH & ITALIAN		GERMAN & SCANDINAVIAN	ITALIAN & SPANISH	RUSSIAN & UKRAINIAN
2013-14	3		1	2	1
2012-13	3		0	0	0
2011-12	4		0	1	0
2010-11	1		0	0	0
2009-10	1		1	1	0
2008-09	3		1	2	0
2007-08	2		2	1	1

2006-07	3	3	6	2
2005-06	2	1	4	1

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the suspension process, discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:

Academic Affairs Committee (8 undergraduate students)

Arts Executive (4 undergraduate students)

Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane

Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of these programs, it was also communicated that the Faculty planned to terminate the programs at the appropriate time. Any pertinent audiences are, therefore, already aware that these programs will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

Little reallocation of resources has taken place: faculty members in these areas continue to deliver courses in their disciplines as well as the “umbrella” courses for their department (MLCS) which are taken by students across different programs and Faculties.

Since this is the case, classroom space, human resources and budget support has continued; however, with suspension of these majors the need to offer as many courses in each of the disciplines has decreased and has given the Department some flexibility to redistribute resources to support higher enrollment programs.

Advising resources for these majors are no longer required, and have been redirected to other students registered in the Faculty of Arts.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

The Department of Modern Languages and Cultural Studies has submitted a proposal to suspend their remaining majors in both the BA and BA Honors programs and introduce two new majors, a language stream and a culture stream. This proposal has been approved by the Faculty of Arts and is currently under consideration by appropriate General Faculties Council committees at the University of Alberta. If approved, the proposal will be sent to appropriate Government of

Alberta bodies. Request for termination of the programs outlined in this particular Termination request will continue regardless of the outcome of the new proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed:

FACULTY OF ARTS CALENDAR CHANGE REQUEST FORM

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

Implementation: ☒ NORMAL
☐ EARLY (Note: new course offerings only)

2017-18 DEADLINES

October 12, 2017
 January 11, 2018
 March 15, 2018
 April 12, 2018

Check one of these boxes:

Type of Change: ☒ Program Regulation ☐ Admission Requirements
☐ New Course ☐ Course Change
☐ Course Deletion ☐ Editorial

CURRENT Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>	PROPOSED Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>
<u>Strike through and highlight</u> deletions	<u>Underline and highlight</u> additions
Honors No Change Until <u>Italian Studies</u> Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018. No Further Changes Until <u>Russian</u> Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018. No Further Changes Until <u>Ukrainian</u>	Honors No Change Until Delete Specified Sections

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018. No Further Changes Until Combined Honors Section (below)	
Combined Honors No Change Until Italian Studies Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018. Russian Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018. No Further Changes Until Ukrainian Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.	Combined Honors No Change Until Delete Specified Sections

No Further Changes Until Major Requirements Section (below)	
Major Requirements No Change Until Italian Studies Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018. No Further Changes Until Russian Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018. No Further Changes Until Ukrainian Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018. No Further Changes	Major Requirements No Change Until Delete Specified Sections

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

Additional documentation:

- The committee needs to ensure departments or other Faculties offering similar courses or programs do not object to proposed courses. Please attach documentation confirming you have consent (if applicable).
- Attachment ☐ Yes ☐ No **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section <i>Rebecca Nagel</i>	Date: October 12, 2017
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SUMBIT completed, signed pdf and word versions to [google drive](#).

2017-18 Academic Affairs Committee Schedule:

October 25, 2017

January 24, 2018

March 28, 2018

April 25, 2018

FACULTY OF ARTS CALENDAR CHANGE REQUEST FORM

Department: **Faculty of Arts – Undergraduate Student Services**

Check one of these boxes:

Implementation: ☒ NORMAL
☐ EARLY (Note: new course offerings only)

2017-18 DEADLINES

October 12, 2017
 January 11, 2018
 March 15, 2018
 April 12, 2018

Check one of these boxes:

Type of Change: ☒ Program Regulation ☐ Admission Requirements
☐ New Course ☐ Course Change
☐ Course Deletion ☐ Editorial

CURRENT Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>	PROPOSED Calendar Section Number (§) <u>Modern Languages and Cultural Studies</u>
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<u>Strike through and highlight</u> deletions	<u>Underline and highlight</u> additions
Honors No Change Until <u>Italian Studies</u> _____ Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018. No Further Changes Until <u>Russian</u> _____ Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018. No Further Changes Until <u>Ukrainian</u> _____	Honors No Change Until Delete Specified Sections

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.

No Further Changes Until Combined Honors Section (below)

Combined Honors

No Change Until

Italian Studies

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018.

Russian

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018.

No Further Changes Until

Ukrainian

Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018.

Combined Honors

No Change Until

Delete Specified Sections

No Further Changes Until Major Requirements Section (below)	
Major Requirements No Change Until Italian Studies _____ Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with an Italian major will be granted at Spring Convocation 2018. No Further Changes Until Russian _____ Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Russian major will be granted at Spring Convocation 2018. No Further Changes Until Ukrainian _____ Effective September 2014, there will be no further admission to this major. Students who entered the program prior to September 2014 must complete all program requirements by April 30, 2018. The last degree with a Ukrainian major will be granted at Spring Convocation 2018. No Further Changes	Major Requirements No Change Until Delete Specified Sections

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

Additional documentation:

- The committee needs to ensure departments or other Faculties offering similar courses or programs do not object to proposed courses. Please attach documentation confirming you have consent (if applicable).
- Attachment ☐ Yes ☐ No **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section	Date: October 12, 2017
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SUMBIT completed, signed pdf **and** word versions to [google drive](#).

2017-18 Academic Affairs Committee Schedule:

October 25, 2017

January 24, 2018

March 28, 2018

April 25, 2018

OUTLINE OF ISSUE Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Arts Individualized Major and Minor, Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts Individualized Major and Minor to take effect upon final approval.

Item

Action Requested	☐ Approval ☒ Recommendation
Proposed by	Lesley Cormack, Dean, Faculty of Arts
Presenter	Steven Dew, Chair, Academic Planning Committee Lesley Cormack, Dean, Faculty of Arts Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Arts Individualized Major and Minor.
The Impact of the Proposal is	No impact on students is expected due to the termination of these programs. Admission to these programs was suspended in 2015.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	The <i>Calendar</i> and the Faculty website will be updated.
Supplementary Notes and context	See attachment

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity) <For further information see the link posted on the Governance Toolkit section Student Participation Protocol >	<u>Those who have been informed:</u> Arts Faculty Council
	<u>Those who have been consulted:</u> - Vice Dean, Faculty of Arts - Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
	<u>Those who are actively participating:</u> none
Approval Route (Governance) (including meeting dates)	Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017) Arts Faculty Council (November 23, 2017) GFC Academic Planning Committee (April 18, 2018) GFC Executive Committee (May 14, 2018) General Faculties Council (May 28, 2018)

Item No. 6

	Board Learning and Discovery Committee (June 1, 2018) Board of Governors (June 15, 2018)
Final Approver	Board of Governors

Alignment/Compliance

Alignment with Guiding Documents	<i>For the Public Good</i> GOAL: SUSTAIN our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all. Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals. <i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i> Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources. Objective I. Secure and manage the Faculty's resources to sustain, enhance, and promote our mission, vision, and goals.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	1. <i>Post-Secondary Learning Act (PSLA)</i>: The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to "determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma" (28(1)(c)). 2. <i>PSLA</i>: The <i>PSLA</i> gives Faculty Councils power to "determine the programs of study for which the faculty is established" (29(1)(a)). 3. GFC Academic Planning Committee Terms of Reference: (Mandate) "8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions." 4. Board Learning and Discovery Committee (BLDC) Terms of Reference: "3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board's General Committee Terms of Reference, the Committee shall, in accordance with the Committee's responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the "GFC"), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other

	matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...] 4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).
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Attachments

1. Proposal Template: Termination of the Bachelor of Arts Individualized Major and Minor (4 pages)
2. *Calendar* change form (2 pages)

Prepared by: Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts,
rebecca.nagel@ualberta.ca

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Individualized Major and Minor
Credential awarded	Bachelor of Arts (BA)
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 ☒ This termination proposal was preceded by a ministry-approved suspension period.
- ☐ This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 ☒ No active students remain in the program.
- ☐ Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

Suspension of this program was requested by the Office of Interdisciplinary Studies in 2013 as the number of students who pursued this option since its inception were few as demonstrated by the following statistics.

	Major	Minor
YEAR		
2013-14	1	0
2012-13	1	1
2011-12	0	2
2010-11	0	2
2009-10	0	4
2008-09	2	0
2007-08	1	0
2006-07	1	0
2005-06	2	0

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the suspension process, discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:
Academic Affairs Committee (8 undergraduate students)
Arts Executive (4 undergraduate students)
Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of this program, it was also communicated that the Faculty planned to terminate the program at the appropriate time. Any pertinent audiences are, therefore, already aware that this program will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

No reallocation of teaching resources is anticipated since the number of students who have participated in this major and minor have been very few, and required courses have been and continue to be offered by a variety of different disciplines.

Advising resources are no longer required, and have been redirected to other students registered in the Faculty of Arts.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed:

FACULTY OF ARTS CALENDAR CHANGE REQUEST FORM

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

Implementation: ☒ NORMAL
☐ EARLY (Note: new course offerings only)

2017-18 DEADLINES

October 12, 2017
 January 11, 2018
 March 15, 2018
 April 12, 2018

Check one of these boxes:

Type of Change: ☒ Program Regulation ☐ Admission Requirements
☐ New Course ☐ Course Change
☐ Course Deletion ☐ Editorial

CURRENT Calendar Section Number (§) <u>Interdisciplinary Studies, OIS [Arts]</u>	PROPOSED Calendar Section Number (§) <u>Interdisciplinary Studies, OIS [Arts]</u>
Strike through and highlight deletions	<u>Underline and highlight</u> additions
No Change Until Individualized Study Effective September 2015, there will be no further admissions to this major. Students who entered the program prior to September 2015 must complete all program requirements by April 30, 2016. The last degree with an individualized major or minor will be granted at Spring Convocation 2016. No Further Changes	Delete Section

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

Additional documentation:

- The committee needs to ensure departments or other Faculties offering similar courses or programs do not object to proposed courses. Please attach documentation confirming you have consent (if applicable).
- Attachment ☐ Yes ☐ No **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section <i>Rebecca Nagel</i>	Date: October 12, 2017
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SUMBIT completed, signed pdf **and** word versions to [google drive](#).

2017-18 Academic Affairs Committee Schedule:

October 25, 2017

January 24, 2018

March 28, 2018

April 25, 2018

FACULTY OF ARTS CALENDAR CHANGE REQUEST FORM

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

Implementation: ☒ NORMAL
☐ EARLY (Note: new course offerings only)

2017-18 DEADLINES

October 12, 2017
 January 11, 2018
 March 15, 2018
 April 12, 2018

Check one of these boxes:

Type of Change: ☒ Program Regulation ☐ Admission Requirements
☐ New Course ☐ Course Change
☐ Course Deletion ☐ Editorial

CURRENT	PROPOSED
Calendar Section Number (§) Interdisciplinary Studies, OIS [Arts]	Calendar Section Number (§) Interdisciplinary Studies, OIS [Arts]

<u>Strike through and highlight</u> deletions	<u>Underline and highlight</u> additions
No Change Until Individualized Study Effective September 2015, there will be no further admissions to this major. Students who entered the program prior to September 2015 must complete all program requirements by April 30, 2016. The last degree with an individualized major or minor will be granted at Spring Convocation 2016. No Further Changes	Delete Section

Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

Additional documentation:

- The committee needs to ensure departments or other Faculties offering similar courses or programs do not object to proposed courses. Please attach documentation confirming you have consent (if applicable).
- Attachment ☐ Yes ☐ No **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for Explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section	Date: October 12, 2017
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SUMBIT completed, signed pdf **and** word versions to [google drive](#).

2017-18 Academic Affairs Committee Schedule:

October 25, 2017

January 24, 2018

March 28, 2018

April 25, 2018

OUTLINE OF ISSUE Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS), Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS) to take effect upon final approval.

Item

Action Requested	☐ Approval ☒ Recommendation
Proposed by	Lesley Cormack, Dean, Faculty of Arts
Presenter	Steven Dew, Chair, Academic Planning Committee Lesley Cormack, Dean, Faculty of Arts Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS).
The Impact of the Proposal is	No impact on students is expected due to the termination of these programs. Admission to these programs was suspended in 2014. Courses in these areas are still offered.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	The <i>Calendar</i> and the Faculty website will be updated.
Supplementary Notes and context	See attachment

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity) <For further information see the link posted on the Governance Toolkit section Student Participation Protocol >	<u>Those who have been informed:</u> Arts Faculty Council
	<u>Those who have been consulted:</u> - Vice Dean, Faculty of Arts - Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
	<u>Those who are actively participating:</u> none
Approval Route (Governance) (including meeting dates)	Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017) Arts Faculty Council (November 23, 2017)

Item No. 7

	GFC Academic Planning Committee General Faculties Council Board Learning and Discovery Committee Board of Governors
Final Approver	Board of Governors

Alignment/Compliance

Alignment with Guiding Documents	<i>For the Public Good</i> GOAL: SUSTAIN our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all. Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals. <i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i> Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources. Objective I. Secure and manage the Faculty's resources to sustain, enhance, and promote our mission, vision, and goals.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	1. <i>Post-Secondary Learning Act (PSLA)</i>: The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to “determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma” (28(1)(c)). 2. <i>PSLA</i>: The <i>PSLA</i> gives Faculty Councils power to “determine the programs of study for which the faculty is established” (29(1)(a)). 3. GFC Academic Planning Committee Terms of Reference: (Mandate) “8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.” 4. Board Learning and Discovery Committee (BLDC) Terms of Reference: “3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board's General Committee Terms of Reference, the Committee shall, in accordance with the Committee's responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and

Item No. 7

	shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...] 4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).
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Attachments

1. Proposal Template: Termination of the Bachelor of Arts, Bachelor of Arts (Honors), and the Certificate in Middle Eastern and African Studies (MEAS) (4 pages)
2. *Calendar* change form (2 pages)

Prepared by: Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts,
rebecca.nagel@ualberta.ca

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Middle Eastern & African Studies (MEAS)
Credential awarded	BA, BA Honors, Certificate
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 ☒ This termination proposal was preceded by a ministry-approved suspension period.
- ☐ This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 ☒ No active students remain in the program.
- ☐ Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

Suspension of this program was requested by the Office of Interdisciplinary Studies in 2013. A review of the MEAS program was undertaken in 2012-13 and a number of structural program issues affecting program quality were identified. Effectively, the review stated that the current program did not support the learning or research needs of either students or faculty and that the program was no longer sustainable as it was originally envisioned.

In addition, student interest in the program, which was always small, had also decreased.

YEAR	MAJOR	MINOR	CERTIFICATE	COMMENTS
2013-14	5	11	2	
2012-13	8	14	1	
2011-12	12	16	1	
2010-11	11	12	4	
2009-10	10	11	3	
2008-09	11	21	4	
2007-08	12	21	0	Official Certificate introduced
2006-07	4	13	0	
2005-06	10	9	0	
2004-05	6	14	0	

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

A variety of different courses related to Middle Eastern, African and Islamic studies continue to be offered by the Faculty of Arts, so students are able to pursue formal education in the area, though not in a particular major or minor.

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the review that led to the request for suspension, MEAS students and alumni were consulted. As part of the suspension process, there were discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:
Academic Affairs Committee (8 undergraduate students)
Arts Executive (4 undergraduate students)
Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of this program, it was also communicated that the Faculty planned to terminate the program at the appropriate time. Any pertinent audiences are, therefore, already aware that this program will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

No immediate reallocation of resources is anticipated and impact on these areas has been minimal: faculty members in MEAS were all cross appointed and any teaching time dedicated to the MEAS program has already been redistributed to their alternate home departments. Student Services staff in both the Office of Interdisciplinary Studies and the Undergraduate Student Services Office continued to advise affected students as needed as they completed their degrees. As the number of students involved was minimal, time spent with these students has transferred to other students.

Classroom space, human resources and budget support have continued; however, with termination of this program the Departments of cross-listed faculty members have the flexibility to redistribute resources to support higher enrollment programs.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed:

FACULTY OF ARTS CALENDAR CHANGE REQUEST FORM

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

Implementation: ☒ NORMAL
☐ EARLY (Note: new course offerings only)

2017-18 DEADLINES

October 12, 2017
 January 11, 2018
 March 15, 2018
 April 12, 2018

Check one of these boxes:

Type of Change: ☒ Program Regulation ☐ Admission Requirements
☐ New Course ☐ Course Change
☐ Course Deletion ☐ Editorial

CURRENT Calendar Section Number (§) See below	PROPOSED Calendar Section Number (§) See below
Strike through and highlight deletions	<u>Underline and highlight</u> additions
<u>Middle Eastern and African Studies [Arts] (BA and BA Honors)</u> Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017.	Delete Section
<u>Certificate in Middle Eastern and African Studies</u> Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017. Note: See Honors Program, Middle Eastern and African Studies for approved cross-listed courses.	Delete Section

Considerations:**New Course/Course Deletions:**

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

Additional documentation:

- The committee needs to ensure departments or other Faculties offering similar courses or programs do not object to proposed courses. Please attach documentation confirming you have consent (if applicable).
- Attachment ☐ Yes ☐ No **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section <i>Rebecca Nagel</i>	Date: October 12, 2017
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SUMBIT completed, signed pdf **and** word versions to [google drive](#).

2017-18 Academic Affairs Committee Schedule:

October 25, 2017

January 24, 2018

March 28, 2018

April 25, 2018

FACULTY OF ARTS CALENDAR CHANGE REQUEST FORM

Department: Faculty of Arts – Undergraduate Student Services

Check one of these boxes:

Implementation: ☒ NORMAL
☐ EARLY (Note: new course offerings only)

2017-18 DEADLINES

October 12, 2017
 January 11, 2018
 March 15, 2018
 April 12, 2018

Check one of these boxes:

Type of Change: ☒ Program Regulation ☐ Admission Requirements
☐ New Course ☐ Course Change
☐ Course Deletion ☐ Editorial

CURRENT Calendar Section Number (§) See below	PROPOSED Calendar Section Number (§) See below
--	---

Strike through and highlight deletions	Underline and highlight additions
<u>Middle Eastern and African Studies [Arts] (BA and BA Honors)</u> Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017.	Delete Section
<u>Certificate in Middle Eastern and African Studies</u> Effective September 2014, there will be no further admission to this program. Students who entered the program prior to September 2014 must complete MEAS and cross-listed MEAS courses by April 30, 2016 and must complete all program requirements by April 30, 2017. The last degree with a MEAS major, minor or certificate will be granted at Spring Convocation 2017. Note: See Honors Program, Middle Eastern and African Studies for approved cross-listed courses.	Delete Section

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Considerations:

New Course/Course Deletions:

- So the Committee has a comprehensive understanding of your changes, please ensure you provide deleted courses when proposing new courses (if applicable).

Additional documentation:

- The committee needs to ensure departments or other Faculties offering similar courses or programs do not object to proposed courses. Please attach documentation confirming you have consent (if applicable).
- Attachment ☐ Yes ☐ No **Check one of these boxes**

Justification:

- A detailed justification must be provided except in the case of a course deletion or editorial change. Please include the course number(s) in your explanation.

Please see Termination Template for explanation

Submitted by: Robin A Cowan on behalf of R Nagel (Associate Dean, Student Programs)	Signature of Department Chair or Designee Complete this section	Date: October 12, 2017
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SUMBIT completed, signed pdf **and** word versions to [google drive](#).

2017-18 Academic Affairs Committee Schedule:

October 25, 2017

January 24, 2018

March 28, 2018

April 25, 2018

OUTLINE OF ISSUE Action Item

Agenda Title: **Proposal for the Termination of the Bachelor of Music routes of Music History, School Music, and World Music, Faculty of Arts**

Motion: THAT General Faculties Council, as recommended by the GFC Academic Planning Committee, recommend that the Board of Governors approve the termination of the Bachelor of Music routes of Music History, School Music, and World Music to take effect upon final approval.

Item

Action Requested	☐ Approval ☒ Recommendation
Proposed by	Lesley Cormack, Dean, Faculty of Arts
Presenter	Steven Dew, Chair, Academic Planning Committee Lesley Cormack, Dean, Faculty of Arts Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is (please be specific)	Approval of the proposed termination of the Bachelor of Music routes of Music History, School Music, and World Music.
The Impact of the Proposal is	No impact on students is expected due to the termination of these routes. There have been no students in any of these routes for several years. Courses in these areas are still offered and the combined BMus/BEd degree continues to be available.
Replaces/Revises (eg, policies, resolutions)	n/a
Timeline/Implementation Date	Upon final approval
Estimated Cost and funding source	n/a
Next Steps (ie.: Communications Plan, Implementation plans)	No further plans for communication or implementation required; information on the routes has been removed from the Calendar and the Faculty website.
Supplementary Notes and context	See attachment

Engagement and Routing (Include meeting dates)

Participation: (parties who have seen the proposal and in what capacity) <For further information see the link posted on the Governance Toolkit section Student Participation Protocol >	<u>Those who have been informed:</u> Arts Faculty Council
	<u>Those who have been consulted:</u> - Vice Dean, Faculty of Arts - Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic)
	<u>Those who are actively participating:</u> none
Approval Route (Governance) (including meeting dates)	Academic Affairs Committee (October 25, 2017) Arts Executive Committee (November 2, 2017)

Item No. 8

	Arts Faculty Council (November 23, 2017) GFC Academic Planning Committee (April 18, 2018) GFC Executive Committee (May 14, 2018) General Faculties Council (May 28, 2018) Board Learning and Discovery Committee (June 1, 2018) Board of Governors (June 15, 2018)
Final Approver	Board of Governors

Alignment/Compliance

Alignment with Guiding Documents	<i>For the Public Good</i> GOAL: SUSTAIN our people, our work, and the environment by attracting and stewarding the resources we need to deliver excellence to the benefit of all. Objective 21: Encourage continuous improvement in administrative, governance, planning, and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals. <i>Arts Academic Strategic Plan 2017-2022 Change for Good:</i> Goal: We will support our people and sustain our programs by attracting and stewarding appropriate resources. Objective I. Secure and manage the Faculty's resources to sustain, enhance, and promote our mission, vision, and goals.
Compliance with Legislation, Policy and/or Procedure Relevant to the Proposal (please <u>quote</u> legislation and include identifying section numbers)	1. <i>Post-Secondary Learning Act (PSLA)</i>: The <i>PSLA</i> gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs and more specifically to “determine all programs of study to which clause (b) does not apply that are to be offered by the university for credit toward the requirements for any degree or diploma” (28(1)(c)). 2. <i>PSLA</i>: The <i>PSLA</i> gives Faculty Councils power to “determine the programs of study for which the faculty is established” (29(1)(a)). 3. GFC Academic Planning Committee Terms of Reference: (Mandate) “8. Establishment/Termination of Academic Programs [...] b. To recommend to GFC on the termination of academic programs at the University of Alberta or those administered in cooperation with other post-secondary institutions.” 4. Board Learning and Discovery Committee (BLDC) Terms of Reference: “3. MANDATE OF THE COMMITTEE Except as provided in paragraph 4 hereof and in the Board's General Committee Terms of Reference, the Committee shall, in accordance with the Committee's responsibilities with powers granted under the <i>Post-Secondary Learning Act</i>, monitor, evaluate, advise and make decisions on behalf of the Board with respect to matters concerning the teaching

Item No. 8

	and research affairs of the University, including proposals coming from the administration and from General Faculties Council (the “GFC”), and shall consider future educational expectations and challenges to be faced by the University. The Committee shall also include any other matter delegated to the Committee by the Board. [...] c. review and approve recommendations of GFC for major changes in instructional and research programs and other academic matters; [...] 4. LIMITATIONS ON DELEGATION BY THE BOARD This general delegation of authority by the Board to the Committee shall be limited as set out in this paragraph. Notwithstanding the general delegation of authority to the Committee as set out in paragraph 3, the Board shall make all decisions with respect to [...] b. program approvals involving the creation or abolition of a degree program (but not specializations of an existing degree).
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Attachments

1. Proposal Template: Termination of the Bachelor of Music routes of Music History, School Music, and World Music (4 pages)

Prepared by: Rebecca Nagel, Associate Dean (Student Programs), Faculty of Arts,
rebecca.nagel@ualberta.ca

Proposal Template: Program Termination

Use this template for proposals to terminate ministry-approved programs or specializations.

SECTION 1: PROPOSAL INFORMATION

1.1 Fill in the table below:

Institution	University of Alberta
Program/specialization name	Music History, School Music and World Music routes
Credential awarded	Bachelor of Music (BMus)
Proposed effective date of termination	Immediate

1.2 Confirm whether:

- 1.2.1 ☒ This termination proposal was preceded by a ministry-approved suspension period.
☐ This termination proposal was not preceded by a ministry-approved suspension period.

1.2.1a If this proposal was preceded by a suspension, attach approval letter.

1.2.1b If this proposal was not preceded by a suspension, explain why ministry approval for a suspension was not sought prior to requesting a termination.

1.2.1c If not preceded by suspension, indicate when students were last admitted into the program/specialization.

- 1.2.2 ☒ No active students remain in the program.
☐ Active program students remain in the program.

SECTION 2: RATIONALE

2.1 Identify reason(s) for termination with supporting evidence (e.g., low student demand, declining labour market demand, institutional capacity, provincial priorities, etc.).

This program was

In 2013, the Dean of Arts requested suspension of low enrollment BMus routes. As you can see from the statistics included below, interest in pursuing the Music History, School Music and World Music routes of the program was minimal. The School Music route should not be confused with the combined BMus/BEd degrees which continue to remain available.

YEAR	ROUTE		
	MUSIC HISTORY	SCHOOL MUSIC	WORLD MUSIC
2013-14	1	0	0
2012-13	0	2	0
2011-12	1	1	0
2010-11	3	1	0
2009-10	1	0	0
2008-09	0	1	0
2007-08	0	0	0
2006-07	0	1	1
2005-06	1	1	1

2.2 Provide specific information about which internal governance body approved the termination, and provide date of approval. (Attach copy of minutes or motions.)

Faculty of Arts, Academic Affairs Committee (October 25, 2017)

Faculty of Arts, Executive Committee (November 02, 2017)

Faculty of Arts Council (November 23, 2017)

Academic Standards Committee

SECTION 3: ACCESS

3.1 Identify student access considerations and risks for Campus Alberta (include information about related programs or other avenues available to students to prepare for careers/employment and/or further educational opportunities).

3.2 If this program or specialization is unique in the province, describe the consultation(s) undertaken within Campus Alberta to investigate the feasibility of program/specialization transfer.

3.3 Describe the consultation process that occurred with students at your institution regarding this programming change.

As part of the suspension process, discussions with the Arts Students' Association (known at the time as CBAS), and the Students' Union Vice-President Academic Dustin Chelen.

The Governance process within the Faculty of Arts also included student participation:
Academic Affairs Committee (8 undergraduate students)
Arts Executive (4 undergraduate students)
Arts Faculty Council (27 undergraduate students)

As part of the Termination process, discussions were held with the Arts Students' Association as well as with Students' Union Vice-Presidents Marina Bannister and Shane Scott. The Faculty of Arts governance process continues to include students at each committee level.

SECTION 4: IMPACT

4.1 Describe the consultation process that occurred with other stakeholders (e.g., advisory committees, regulatory bodies, employers, etc.) affected by this programming change.

4.2 Describe plans for communicating the termination decision to stakeholders, particularly regulatory bodies (if applicable) and other Campus Alberta institutions.

When communicating with internal and external audiences regarding the suspension of these routes, it was also communicated that the Faculty planned to terminate the program at the appropriate time. Any pertinent audiences are, therefore, already aware that this program will be terminated.

4.3 Describe plans for reallocation of resources previously used for this program/specialization and identify budget and staffing impacts.

Little reallocation of resources has taken place: faculty members in these areas continue to deliver courses within their expertise.

Since this is the case, classroom space, human resources and budget support have continued; however, with suspension of these routes the need to offer as many courses in each of the disciplines has decreased and has given the Department some flexibility to redistribute resources to support higher enrollment programs.

Advising resources for these routes are no longer required, and have been redirected to other students registered in the Bachelor of Music program.

OTHER CONSIDERATIONS

Please indicate if there are additional factors you would like the ministry to consider when reviewing this proposal.

RECOMMENDATION (FOR DEPARTMENT USE)

Recommendation(s):

Rationale for Recommendation:

Reviewer(s):

Date Completed: