Undergraduate Academic Affairs Council

Thursday, September 28, 2017
1:30 – 4:00 pm
533 A Education South

Minutes

Present: C Hickson (Chair), H Kennedy-Plant (Administrator)
         B Ao, S Bigam, S Carr-Stewart, C Christianson, J da Costa, L Daniels, B Dunn, T Dust, M Gravel, J McFeetors, A McInnes, L McGarvey, E Steinhauer, L Shultz, L Sulz, J Thibaudeau, C Weber-Pillwax

Regrets: J Pegg, B Smilanich

Welcome, Introductions and Announcements
• C Hickson welcomed members and around the table introductions occurred

Acknowledgment of New Membership and Understanding UAAC Processes
• C Hickson provided a brief overview of the processes that are followed by UAAC and shared that the meetings are collegial and we will support each other in respectful ways, as we are learning and adopting the procedures and administrative principles utilized in the meetings together. Items for discussion need to be taken back to Departments, Units and Areas members represent on the Council. September and October meetings are set to focus on ensuring the calendar processing is done in time to move through university governance in a timely manner and to meet the 2018-2019 Calendar deadlines for submission

Approval of the Agenda

MOTION (S Carr-Stewart): To approve the agenda, as circulated
Seconded by: J da Costa
Carried

Approval of the Minutes of April 27, 2017 (attached)

MOTION (J Thibaudeau): To approve the UAAC minutes of April 27, 2017
Seconded by: J da Costa
Carried

UAAC Google Site
• Agendas and meeting packages will be shared via the google site on the home page in advance of each meeting. The site also has a Policy & Documents tab with links to committee documents including, Terms of Reference, Current Membership list, Meeting Schedule, and Procedures for Councils and Committees. From this tab, the following forms can also be accessed: Agenda Item Cover Page, Internal KSA Checklists, and the Internal Calendar Change Request form.

UAAC 2017 – 2018 Handbook
• The Handbook was provided for reference to both new and returning council members as part of the meeting package and C Hickson briefly provided an overview of the Handbook
• C Hickson asked that everyone keep the council schedule in mind, which is included as part of the Handbook, when working on Calendar changes. Submissions to council should be done as early as possible to meet University governance timelines
• C Hickson acknowledged that T Dust asked last year if the Terms of Reference can be reviewed to consider if elected members could send an alternate. C Hickson shared that Education Faculty Council clearly define which category of membership may send alternates. Unfortunately, elected members do not fall into a category that may send alternates. However, C Hickson suggested that the Council can discuss this further at a future meeting.
Receive 2016 – 2017 Undergraduate Academic Affairs Annual Report

MOTION (L Daniels): To receive the 2016 – 2017 Undergraduate Academic Affairs Annual Report
Seconded by: M Gravel
Carried


MOTION (B Dunn): To receive the 2016 – 2017 Field Experience Policy Advisory Committee Annual Report
Seconded by: J da Costa
Carried

Calendar Changes

NOTICE OF MOTION (L Daniels): New Courses, EDPY 197 Selected Topics in Educational Psychology and EDPY 297 Selected Topics in Educational Psychology

- L Daniels shared rationale for the new courses – increases in direct entry students and need for introductory education courses to provide tailored content
- Considered possible and feasible to modify 300-400 level content to be more introductory and at an earlier level and then remove the 400-level course
- It was explained that the courses would be variable course topics and if successful then full KSAs, outlines and permanent numbers would come through governance
- C Hickson explained that this is a notice of motion so it is important that it be taken back to representative groups for discussion and stated it will be voted on at the next UAAC meeting
- L McGarvey mentioned it is great to have 100-200 level courses and pointed to a note on the website which states Education Electives must be 300 or 400 level. L Daniels mentioned that EDPY 197 and 297 courses could be used for Open Options and are not intended to be used for Education Electives
- J McFeetors asked if fiscal implications might be able to be addressed and L Daniels shared that faculty members who are already trying to teach these courses but they are getting cancelled and course assignments, managed at the Chair's discretion, can equip faculty members to be able to teach some courses
- L McGarvey mentioned that Open Option spots get filled early in students’ programs
- C Hickson mentioned there is some room to move around some requirements but students still need to meet pre-requisites
- L Daniels addressed a reason why students are not taking earlier is because they are not ready for a 300-400 level class early in their program and may take earlier if available at 100-200 level
- C Weber-Pillwax reminded about past concerns and discussions on space for EDPS courses. In past, there was a sequence of events about what courses would be included and concern was that EDPS courses are no longer being taken up and content was challenging. Council was approving courses while review and program work was being done. Concern about sequence of new courses coming forward if consideration of a program review and new program needs to undertaken
- C Hickson explained that many concerns and conversations were on the topic of education electives. Clarified these courses would be Open Options and not Education Electives
- B Dunn explained that moving some current 300-400 level courses to introductory courses will reduce competition for Education Electives
- C Hickson shared that the last review took about 5 years and therefore, it is not feasible to hold back on all changes. Proposed review and program renewal is in very early stages and it will need to be determined how it occurs at the same time as council continues its work, to ensure there can be continual renewal
- B Dunn stated it is a good question to ask how changes will fit in with review, given there is not a timeline or process yet in place
- L McGarvey shared that implementation problems with our current program cannot wait until renewal to be addressed. Asked if rationale could be updated to note these courses are for Open Options and L Daniels agreed to revise and have sent to council members. (Note: Members were sent revised copies after the meeting)
- C Weber-Pillwax discussed hard issues that didn’t go anywhere and remain in need of being addressed. Where are we with indigenous education, FEPAC membership and other unresolved issues, as they all need to be considered and on the table to work towards part of the solution
- C Hickson acknowledged that there is much work that needs to happen going forward
- C Hickson asked to ensure that if motion passes that course content is developed to indeed be introductory
- C Christianson students feel disconnected from faculty and a possibility of education courses earlier can help identify earlier
- B Ao recommended clarifying as fulfilling Open Options
- S Bigam agreed students will benefit if they can take education courses sooner
Editorial Calendar Changes:
Elementary Education
• BKin/BEd Elementary update to implement Faculty of Physical Education and Recreation portion of degree to change degree requirements from *159 to *150 credits
  Motion: J McFeetors, Seconded: L Sulz, Carried

• Components of the Program section revision, update to Physical and Health Education Element
  Motion: J McFeetors, Seconded: L Daniels, Carried

International Office
• Certificate in Global Citizenship (Interdisciplinary Certificate) – update to course offerings and additional information
  Motion: B Dunn, Seconded: L McGarvey, Carried

Secondary Education
• Education Chart 1 changes to Ukrainian Major
  Motion: T Dust, Seconded: J Thibaudeau, Carried

• Education Chart 2 Art Minor
  Motion: T Dust, Seconded: B Ao, Carried

• Education Chart 2 ELA Minor
  Motion: T Dust, Seconded: J da Costa, Carried

• Education Chart 2 Native Education Minor
  Motion: T Dust, Seconded: J McFeetors, Carried

• Education Chart 2 Ukrainian Minor
  Motion: T Dust, Seconded: L Daniels, Carried

• Change of HE ED 220 to HE ED 120 (PE Major, CTS: Health HRH Minor and Health Ed Minor)
  Motion: T Dust, Seconded: L Daniels, Carried

• BKin/BEd Secondary update to implement Faculty of Physical Education and Recreation portion of degree to change degree requirements from *159 to *150 credit
  Motion: T Dust, Seconded: L Sulz, Carried

1. Information items
• Timelines for 2018 - 2019 Calendar submission to meet final University approval deadline of November 2017
  Depending upon type of Calendar change, once passed at Faculty must go through University Governance, http://www.governance.ualberta.ca/ and may need to go as ASC or other GFC committee. If editorial may move through as an omnibus circulation, http://governance.ualberta.ca/en/CourseandProgramChanges.aspx, as decided upon by University Governance
  First draft of 2018 - 2019 Calendar comes out on November 30, 2017, final draft January 23, 2018
  Therefore, the October UAAC meeting will be the last opportunity to present Calendar change motions

• 2017 – 2018 Admission intake, student considerations, Dr. Carley Christianson
  C Hickson shared that there was a large increase in applications this past admission cycle and for every new space filled, multiple Calendar change motions were not granted admission. We also saw increases in very high AGPAs and High School averages and although it is known that grades alone do not indicate teaching ability we do know that we have a different group of students than we normally have and new items to be considered
  C Christianson spoke on the unique, new student intake for 2017 and shared information on additional documents/links that can aid in some of the considerations for an intake with high achieving students
  Good Students Infographic
  Your Grades Will Drop – Maclean's article
  B Ao recommended mentor program and it was noted that there is a pilot mentor program underway this year and discussions occurring to collaborate on program with the ESA
A discussion on AGPAs and averages increasing and messaging/communication for prospective students and admission processing occurred. S Bigam commented about admissions and being a good teacher is about more than AGPA. A discussion on factors in enrolment management occurred and included capacity and space in program and number of applicants and graduates, as well as number of practicum placements available. It was asked that Undergraduate Research Assistants be considered for a future discussion on how to support and encourage in the Faculty. C Weber-Pillwax agreed that it is definitely more than AGPAs for pre-service teaching and agreed on need to consider how all factors get raised and talked about. A discussion on university grading policy occurred.

- Update concerning discussions with the Dean
  - Teaching Quality Standards
    - The recommendation from UAAC (Winter term 2017) was brought to the attention of new Dean. It is hoped that continued discussion and review of the Indigenous knowledge components of the TQS document can be a topic on future Faculty Council meetings.
  - Program review
    - As announced at the September Faculty Council an Undergraduate Program Review and Renewal will take place. This is at the beginning stages. Council will be updated as the process is determined.

2. Discussion Items
   - Associate Dean/Associate Chairs meetings, W Dunn
     - Monthly meetings during academic year will continue again this year – met through to June. Led to briefing notes for new Dean. Expect to continue working together again, likely along program review but not yet set.

3. Items for Future Discussion or Updates
   - Updates on working group to address technology integration across the undergraduate program, L McGarvey
     - The working group was struck to provide more oversight to EDU 210 but since the course has moved into the EDPY Department and they are revamping would need to know how transition is going and will ask for an update to be brought to council.
     - When asked if there will be a role for TAB and if they can be involved, it was noted that it is for the same reason this group is on hold.

4. Update Items from the Council membership
   - C Weber-Pillwax shared that EDU 211 is experiencing significant changes and there will be need to update council members, as it is a faculty course and department. C Hickson asked if S Carr-Stewart could also provide information on this change.
   - M Gravel, other PSE are also seeing different types of students, graduate students and marks increasing.
     - Beginning Teachers’ Conference this week over 400 in Edmonton and 300 in Calgary and there are still positions open.
     - Orange Shirt Day tomorrow.
     - Lots of funds to give out at the ATA towards scholarships and fellowships, see the ATA website.
     - Continue to update PD workshops and they are now linked to the KSAs.
     - Workshops on applying foundational knowledge are available as part of the Walking Together: Education for Reconciliation Project.
     - uLead Conference announcement at Banff Springs Hotel in April.
     - Workshops, courses, presentations in schools are now updated.
     - There are new additions to the Stepping Stones series which is a publication of the ATA Walking Together Project intended to support certificated teachers on their learning journey to meet the First Nations, Métis and Inuit Foundational Knowledge competency in the Teaching Quality Standard.

   - ESA update included sharing that that they are off to a strong start and the Executive Team did a tremendous amount of work over summer. They have done lots of class talks, and added new committees (steering and advocacy) to guide vision over the next several years.

Motion to Adjourn: M Gravel, 3:40 p.m.