The Chair opened the meeting of the Faculty of Arts Executive Committee (EC) at 1:41pm and made the Treaty Acknowledgement.

The Chair updated committee members on the launch of the University of Calgary’s Indigenous Strategy on November 16, 2017. The strategy can be viewed online, with hard copies available on campus. The Faculty of Arts is proud to align its own Indigenous Strategy with that of the University.

**36.1 Motion to accept Nov 17, 2017 EC36 Agenda**
Moved by Kevin Young, Seconded by Mark Baron, majority in favour, no oppositions – Carried.

**36.2 Motion to approve Sep 21, 2017 EC35 Minutes**
Moved by Charles Tepperman, Seconded by Kim Huynh, majority in favour, no oppositions – Carried.

Virginia Tumasz joined the meeting at 1:45pm.

Lindsay Driediger-Murphy left the meeting at 1:45pm.

**36.3 Chair’s Remarks**

**Arts Faculty Council (FC) meetings**

- Should we alter the format of FC meetings to include time for substantial discussions not related to motions to be voted on, is this productive use of time in this meeting?
- Looking at ways to change or improve the FC meetings. Made changes recently to the format of the DAC meetings (more time for discussion, to bring up opportunities and challenges). Is this the way to move forward with FC? Would there be enough dialogue?
- To make time for these changes, the proposal is to have a ‘consent agenda’ - all items are voted on with one vote instead of motion by motion. If anyone wanted to discuss any particular item, it could be pulled out and voted on separately.
Discussion:
- A ‘consent agenda’ would be a good idea to move routine items along quickly that don’t require discussion.
- A concern that the meeting size and format would inhibit discussion.
- The Chair indicated he would take this feedback into account and possibly solicit the unit leaders’ feedback. He will also consider asking the FC Standing Committee chairs to present items that the committee members would like discussed at FC. EC members were encouraged to advise the Chair of other ideas for FC including potential agenda items.
- The Chair then asked how the committee felt about having speakers at FC? It was felt this would not be a good use of FC members’ time.

Budget
- Recruiting this year for a Director, Indigenous Studies.
- Faculty of Arts took another 2% cut this year, we are at 98%, almost a structural deficit with salary benefit obligations; not in a situation to approve positions going forward.
- There have been changes in the demographic structure over the last several years (i.e. we had no assistant professors in the past, but have hired many in recent years), so the emphasis going forward will be on setting people up for success and slowing down hiring.
- We have reduced the number of part time sessional instructors, as we hired new tenure track assistant or full professors and converted sessional instructors, which provides continuity for students.
- GATs: refuse to cut, so we’ll have the same budget going forward.

Discussion:
- Will there be spousal accommodation new hires? Yes, if there is funds to do so; otherwise, it may diminish. It is not possible to open up a new position unless a balance budget has been submitted.
- Tuition is frozen – there is discussion on tuition and funding structure with provincial government.

Faculty Unit Review
- We are currently in the process of organizing the Faculty of Arts unit review for March 2018, led by Vice Dean Strzelczyk and are working with Associate Deans and unit leaders on the self-assessment document.

36.4 CARC Calendar Changes F18-W19
Documentation for this item was circulated with the Agenda. Virginia Tumasz, Chair, Curriculum and Academic Review Committee (a Standing Committee of the Arts Faculty Council) presented this item.

Comments:
Virginia Tumasz outlined the CARC process and referred the meeting attendees to the Terms of Reference for the Executive Committee whereby minor calendar change submissions if approved by the Executive Committee, can then be forwarded to Faculty Council for information only.
MOTION #1
That the Faculty of Arts Executive Committee approve the change to the Economics Admission Requirements, as detailed in the following document:
EC 36.4.2 Economics Admission Requirement vECNov92017

Discussion: There was no discussion.

The motion was CARRIED with no opposition.

MOTION #2
That the Faculty of Arts Executive Committee approve the addition of the BSc Psychology to the Collaborative Program at RDC, as detailed in the following document:
EC 36.4.3 PSYC F18-W19 Collaborative Program at RDC vECNov92017

Discussion:
- Would this represent more pressure on the existing resources? There would be no additional resources that we need to provide to teach there, we have the capacity.

The motion was CARRIED with no opposition.

MOTION #3
That the Faculty of Arts Executive Committee recommend to Council the consideration of a motion to create two new concurrent programs with the Werklund School of Education, namely the BA Dance/BEd and the BA International Indigenous Studies/BEd, as detailed in the following documents:
EC 36.4.4a Proposal - WSE - New concurrent BEd with BA Dance vECNov92017
EC 36.4.4b Proposal - WSE - New concurrent BEd with BA Intl Indig Studies vECNov92017

Discussion:
- There was a discussion of other combinations available (i.e. Engl/BEd) as well as where the request has come from, and it was concluded that the Arts and Education are a popular combination and that for the Indigenous studies program the request came from the Faculty of Education as there are teachers well prepared to teach these programs.
- Would we need to recommend for it to go to Faculty Council for approval, as it would also need to go to GFC, APS? To FC for a vote or information? For information.

Amend the motion for the Executive Council to vote on it and forward to Faculty Council for information.
Brian Moorman moved to amend the motion, seconded by David Marshall.

The motion was CARRIED, with no opposition.

Virginia Tumasz left the meeting at 2:12pm.

36.5 Motion to accept Dec 4, 2017 Arts Faculty Council Agenda
Moved by Darren Bender, Seconded by Mary Pavelka, majority in favour, no opposition – Carried.

36.6 Other Business
There was no other business.

The meeting concluded at 2:40pm.
Record of Electronic Vote of the
Faculty of Arts Executive Committee
January 12, 2018

The Faculty of Arts Executive Committee (EC) were asked to vote electronically on a proposal to change the admission requirements to Geography and Earth Science in order to permit the inclusion of the changes in the 2018-19 Calendar for implementation in the Fall 2019 admission cycle.

Following are copies of:
1. The January 12, 2018 email communicating the results of the vote to the members of the EC
2. The January 10, 2018 email requesting the members to vote
3. The Briefing Note, attachment to the January 10, 2018 email

From: Kate Rollestone
Sent: Friday, January 12, 2018 12:19 PM
To: Mary Susan Pavelka <pavelka@ucalgary.ca>; Kim Huynh <khuynh@ucalgary.ca>; Tinu Ruparell <ruparell@ucalgary.ca>; Charles Tepperman <ceteppeer@ucalgary.ca>; Atsuko Tanaka <atanaka@ucalgary.ca>; Jenny McKenney <mckennej@ucalgary.ca>; Darren Bender <dbender@ucalgary.ca>; David B. Marshall <marshall@ucalgary.ca>; Christopher Framarin <cgframar@ucalgary.ca>; Mark Baron <baronm@ucalgary.ca>; Richard Dyck <rdyck@ucalgary.ca>; Kevin Young <kyoung@ucalgary.ca>; Kenneth Delong <delong@ucalgary.ca>; Olga Mladenova <omladeno@ucalgary.ca>
Cc: 'Richard Sigurdson (sigurds@ucalgary.ca)' <sigurds@ucalgary.ca>; Brian Moorman (moorman@ucalgary.ca) <moorman@ucalgary.ca>
Subject: RE: URGENT - EXECUTIVE COMMITTEE VOTE: deadline Friday Jan. 12 noon

Hello,
I would like to give you the results of the vote as at noon today, Friday, January 12th.
I have received the following votes: 11 “yes”, 0 “no”, 0 “abstain”, and therefore the proposed CARC changes are approved.
Thank you very much for your responses.
Best regards,
Kate

Kate Rollestone, BA
Executive Assistant to the Dean, Faculty of Arts
University of Calgary
SS1351, 2500 University Drive NW, Calgary, Alberta, CANADA T2N 1N4
T: 403-220-2692  E: kate.rollestone@ucalgary.ca
arts.ucalgary.ca
From: Kate Rollestone
Sent: Wednesday, January 10, 2018 2:02 PM
To: Mary Susan Pavelka <pavelka@ucalgary.ca>; Kim Huynh <khuynh@ucalgary.ca>; Tinu Ruparell <ruparell@ucalgary.ca>; Charles Tepperman <cetepper@ucalgary.ca>; Atsuko Tanaka <atanaka@ucalgary.ca>; Jenny McKenney <mckennej@ucalgary.ca>; Darren Bender <dbender@ucalgary.ca>; David B. Marshall <marshall@ucalgary.ca>; Christopher Framarin <cgframar@ucalgary.ca>; Mark Baron <baronm@ucalgary.ca>; Richard Dyck <rdyck@ucalgary.ca>; Kevin Young <kyoung@ucalgary.ca>; Kenneth Delong <delong@ucalgary.ca>; Olga Mladenova <omladenova@ucalgary.ca>
Cc: Richard Sigurdson (sigurdso@ucalgary.ca) <sigurdso@ucalgary.ca>; Brian Moorman (moorman@ucalgary.ca) <moorman@ucalgary.ca>; Kate Rollestone <kate.rollestone@ucalgary.ca>

Subject: URGENT - EXECUTIVE COMMITTEE VOTE: deadline Friday Jan. 12 noon
Importance: High

Subject: URGENT - EXECUTIVE COMMITTEE VOTE: deadline Friday Jan. 12 noon

Dear Executive Committee of the Arts Faculty Council,

I am writing to ask you to vote on a proposal to change the admission requirements to Geography and Earth Science. **An email vote will permit the inclusion of the changes in the 2018-19 Calendar for implementation in the Fall 2019 admission cycle. Please note that the Terms of Reference for Arts Faculty Committees state under 2.2.3 that “A meeting may be held electronically unless three members object”**.

The motion is made by Virginia Tumasz as Chair of CARC and does not require a seconder as the motion comes from a standing committee of Council.

The motion is, **That the Faculty of Arts Curriculum and Academic Review Committee approve a change to the BA and BSc Geography Admission Requirements to include Math 30-1 as a required High School subject, and a change to the Earth Science Admission Requirements to include Math 30-1 and Chemistry 30 as required High School subjects.**

A briefing note with full information and a rationale for the changes is attached. If you have any questions before voting, please reply to all and I will answer.

Please vote by **noon on Friday, January 12**. To vote, please **click on the bar at the top** which indicates **“This message includes voting buttons. Click here to vote.”** If that option is not supported by your software and does not show, please reply ‘Yea,’ ‘Nay’ or ‘Abstain' to this email address. The result of the vote will be communicated to Executive Committee.

Thank you,
Kate

**Kate Rollestone, BA**
**Executive Assistant to the Dean, Faculty of Arts**
University of Calgary
SS1351, 2500 University Drive NW, Calgary, Alberta, CANADA T2N 1N4
T: 403-220-2692 E: kate.rollestone@ucalgary.ca
arts.ucalgary.ca
SUBJECT: Changes to the Admission Requirements for Earth Science and Geography

PROPOSITIONS: Virginia Tumasz, Chair, Curriculum and Academic Review Committee

BACKGROUND:
Changes to the admission requirements for Earth Science and Geography are proposed to be included in the 2018-19 Calendar for implementation in the admission cycle for Fall 2020. The proposal is to specify Math 30-1 as one of the required High School subjects for admission to the BA and BSc programs in Geography, and Math 30-1 and Chemistry 30 as required High School subjects for admission to the BSc program in Earth Science.

The proposal from Geography under consideration was unanimously approved by the Curriculum and Academic Review Committee via email vote on January 10, 2018. It is recommended that the proposal be approved by Executive and forwarded to Full Council for information.

After the Faculty approval process is complete, the proposal will be submitted to GFC’s Calendar and Curriculum Subcommittee (CCS) and then to the Academic Planning and Priorities Committee (APPC).

N.B. The proposal to add Math to the admission requirements is similar to one from Psychology passed by Arts Full Council in April 2017, and another from Economics approved by Executive in November and forwarded to Full Council for information in December 2017. If the current proposal for Geography’s programs is approved, the changes to the admission requirements for all three departments’ programs will be implemented at the same time.

Immediately below is a “List of Motions” and the rationale for the changes.

ROUTING:

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<th>Deliberative Body</th>
<th>Date</th>
<th>Action</th>
<th>Info</th>
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<tbody>
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<td>X</td>
<td>Academic Planning and Priorities Committee</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
LIST OF MOTIONS:

MOTION #1

That the Faculty of Arts Executive Committee approve a change to the BA and BSc Geography Admission Requirements to include Math 30-1 as a required High School subject, and a change to the Earth Science Admission Requirements to include Math 30-1 and Chemistry 30 as required High School subjects.

Rationale:
As indicated by the chart below, students need high school Math 30-1 to register in the Geography and Math courses that they require to complete degrees in Earth Science and Geography. In addition, students in Earth Science require Chemistry 30 to register in required courses.

<table>
<thead>
<tr>
<th>Degree</th>
<th>Required Course</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>Earth Science</td>
<td>MATH 249 or 265 or 275</td>
<td>Math 30-1</td>
</tr>
<tr>
<td>Earth Science</td>
<td>CHEM 201 or 211</td>
<td>Chemistry 30</td>
</tr>
<tr>
<td>Geography (BA)</td>
<td>GEOG 231</td>
<td>Math 30-1</td>
</tr>
<tr>
<td>Geography (BSc)</td>
<td>GEOG 231; MATH 211 or 213; MATH 249 or 265 or 275</td>
<td>Math 30-1</td>
</tr>
</tbody>
</table>

Despite the need for these high school subjects as prerequisites, students presently are admitted to these programs without those high school courses. This causes serious problems when some students discover that they do not have the high school prerequisites they need in order to register in their required courses and so must complete one or more high school courses before registering in courses included in their program requirements.

The language in the current Calendar advises students that grade 12 math is “recommended” for some required courses for their Earth Science and Geography degrees but this information is easy to miss and, in indicating that Math is only “recommended,” misrepresents the case.

The obvious solution is to make Math 30-1 a requirement for admission to Earth Science and Geography, and to also make Chemistry 30 a requirement for admission to Earth Science.