Role of General Faculties Council (GFC)

GFC is responsible for the academic and student affairs of AUArts, subject to the authority of the Board of Governors. GFC acts as the voice of the academic community, providing vision and leadership to the academic community and bringing expertise and academic perspective to the governance of AUArts.

In fulfilling this role, GFC shall promote AUArts' teaching and research consistent with its mandate. Furthermore, it provides a forum for the exchange of ideas and informs the development of AUArts' academic plans, policies, procedures, regulations, and practices. GFC supports the tradition established in institutions of higher learning for debate, consultation, and collegiality. For more information visit the Governance Website.

1. MEETING DATES IN 2024-2025

The GFC met 8 times in 2024-2025.
2024: September 23rd, October 21st (November document upload only)
2025: January 20th, February 24th, March 24th, April 28th and May 26th

2. COMPOSITION AND MEMBERSHIP

COMPOSITION

Ex-Officio Members:

- President and CEO
- Dean, Academic Programs
- Vice President, Finance and Operations
- Vice President, Advancement
- Dean, Innovation, Learning and Development
- Associate Dean, Research, Internationalization and Graduate Studies
- Associate Dean, Undergraduate Studies
- Director, Learning and Instructional Services
- Registrar

Elected Faculty Members (by Proportional Representation):

- Twelve (12) full-time academic staff members, consisting of: three (3) members from the School of Visual Art; four (4) members from the School of Craft and Emerging Media; four (4) members from the School of Communication Design; and one (1) members from the School of Critical and Creative Studies.

Elected Faculty Members (by Degree area):

- Four (4) full-time academic staff members: one each to be elected from the Bachelor of Fine Arts, Bachelor of Design, School of Critical and Creative Studies undergraduate degree areas and MFA in Craft Media.

Elected GFC Board of Governor's Representative:

- One (1) full-time academic staff member from any of the schools.

Student Members:

- Two (2) students appointed by the council of the Students' Association. The Students' Association shall determine the procedure by which student members are appointed.

Other Members:

- Dean of Students
- Executive Director, People and Culture

Other voting members as may be added at the discretion of GFC.

Non-Voting Members:

- Secretary, General Faculties Council

MEMBERSHIP

- Dr. Daniel Doz, Chair and President and CEO until April 2025, succeeded by Dr. Janis Goldie
- Dr. Janis Goldie, Vice-Chair and Dean, Academic Programs
- Scott Powell, Vice President, Finance and Operations
- Nicole Hamilton, Dean, Innovation, Learning and Development
- Dr. Rob Stone, Associate Dean, Research, Internationalization and Graduate Studies
- Dr. Alex Link, Associate Dean, Undergraduate Studies
- Arif Ansari, Registrar
- Tivadar Bote, Faculty Member, SCD
- Nick Johnson, Faculty Member, SCD
- Marty Kaufman, Faculty Member, SCEM
- Kurtis Lesick, Faculty Member, SCEM
- Anahita Mosayebi, Faculty Member, SCEM
- Paul Robert, Faculty Member, SCEM
- Tyler Rock, Faculty Member, SCEM
- Alana Bartol, SVA
- Richard Clements, Faculty Member, SVA
- Megan Dyck, Faculty Member, SVA
- Dr. Ghada Alatrash, Faculty Member, SCCS
- Dr. Troy Patenaude, Faculty Member, SCCS
- Laurel Johannesson, Faculty Member, SCD
- Jamie Kroeger, Faculty Member, SCEM
- Naoko Masuda, Faculty Member, SCD
- Dr. Kara Stone, Faculty Member, SCCS
- Abbey Leach, Students' Association Appointed Member
- Tanya Mryglod, Students' Association Appointed Member
- Mackenzie Kelly-Frère, Faculty Member, SCEM, Board
- Dr. Pablo Ortiz-Hernández, Dean of Students, Vice-Chair, effective May 2025
- Wendy Harding, Executive Director, People and Culture
- Cherie Tutt, Secretary, General Faculties Council

Resource

- Su Soyer, Academic Coordinator, GFC Scribe

3. ITEMS APPROVED BY GFC

Termination of ArtStream, Open Studies & Suspension/Termination of the ArtStream Certificate (September)

The GFC reviewed the proposal to suspend and terminate the different ArtStream programs. The rationale included declining admissions, enrolment, and graduation rates. There are plans to redesign the program as a fully non-credit offering, and information will be shared with GFC as this ideation as the proposal is developed.

Motion 1: That the General Faculties Council terminate ArtStream, Open Studies, as set out in the document provided to the GFC, as recommended by the Academic Planning and Oversight Committee.

Motion 2: That the General Faculties Council suspend and eventually terminate the ArtStream Certificate, as set out in the documents provided to the GFC, as recommended by the Academic Planning and Oversight Committee.

Changes to the Online Meeting Protocol (October)

The GFC reviewed the updates to the Online Meeting Protocol, which modernized the protocol to reflect post-pandemic practices, corrected titles, removed outdated references to the Teams chat feature, and acknowledged hybrid meeting formats.

Motion: That the General Faculties Council (GFC) approve the changes to the Online Meeting Protocol, in the form provided to the GFC, effective immediately, as recommended by the Steering Committee.

Revisions to the Parchment Procedure; Creation of the Transcript Procedure; Rescinding of the Transcript/Record Procedure (January)

The GFC reviewed the proposal which updated the Parchment Procedure and created a new, parallel Transcript Procedure to replace the outdated Academic Record/Transcript Procedure. These two documents provide guidance for the contents and issuance of two elements which are central artefacts of students' achievements at AUArts modernizing the management of student records.

Motion: That the GFC approve the revisions to the Parchment Procedure, create the Transcript Procedure, and rescind the Academic Record/Transcript Procedure, effective Fall 2025, as recommended by the Academic Policy Committee.

Revisions to the Registration Policy & Undergraduate Registration Procedure; Creation of the Graduate Studies Registration Procedure (February)

The GFC learned that the revisions to the Registration Policy align undergraduate and graduate registration practices under a single policy framework, with separate procedures tailored to each student group. The new Graduate Procedures, will replace what was previously in the Consolidated Graduate Procedure.

Motion: That the GFC approve the revisions to the Undergraduate Registration Policy and Procedure, create the Graduate Registration Procedure, and rescind section 3.0 Registration of the Consolidated Graduate Studies Procedures, effective Fall 2025, as recommended by the Academic Policy Committee.

Changes to the Undergraduate Prior Learning Assessment and Recognition Procedure (April)

A proposal was presented, which simplified the PLAR process for students and faculty, clarifying that it applies to informal learning not documented by other institutions, and distinguishes it from transfer credit.

Motion: That the GFC approve the changes to the Undergraduate Prior Learning Assessment and Recognition Procedure, effective Fall 2025, as recommended by the Academic Policy Committee.

Changes to the Final Grading Procedure (April)

The GFC was informed that when changes were made to the Final Grade Procedure last year, inadvertently the graduate grade scale descriptions were missed. Graduate letter grade scale descriptions were added, and as a result the language in the undergraduate descriptions was also updated.

Motion: That the GFC approve the changes to the Final Grading Procedure, effective Fall 2025, as recommended by the Academic Policy Committee.

Changes to the Undergraduate Academic Standing and Graduation Policy; Creation of a Graduate Academic Standing and Graduation Procedure (April)

The GFC reviewed a proposal, which further supports the change in policy direction to create universal policies for both undergraduate and graduate students, with separate supporting procedures for each cohort. The changes to the graduate academic standing and graduation procedure have been made to better guide students' understanding of continuance and completion of studies requirements.

Motion: That the GFC approve the changes to the Academic Standing and Graduation Policy, create a Graduate Academic Standing and Graduation Procedure, and rescind Sections 4 and 8 of the Consolidated Graduate Procedure, effective Fall 2025.

Approval of the Bachelor of Creative Industries

The updated proposal for the Bachelor of Creative Industries proposal was brought back to the GFC integrating updates made from the April meeting. The GFC highlighted the proposal's quality and strategic alignment with the Universities' future aspirations.

Motion: That the GFC approve the Bachelor of Creative Industries, as recommended by the Academic Planning and Oversight Committee.

4. ITEMS DISCUSSED/FOR INFORMATION

Learning Commons Update (September)

It was reported that the Learning Commons is now open, including a multi-sensory and multi-faith room for student and faculty bookings, as well as VR equipment. To date the circulation doubled as compared to the previous September and there are more individuals visiting the library. The GFC learned that recruitment is underway for the vacant librarian position.

GFC Strategic Discussions (October)

In follow-up from the joint GFC–Board retreat; GFC discussed ways to encourage strategic discussions at GFC. Members were reminded that they can use the GFC Question Protocol form to propose strategic topics and agenda items.

Accessibility Report Update (October)

The GFC received a report on the projects underway resulting from the AUArts Accessibility Task Force Recommendations; It was reported that Students' Association (SA) has also established the IDEA Committee which is focused on accessibility and members of GFC can contact the SA Vice-President, External to get involved.

Updated GFC Question Protocol Form (October)

The updated format and the location and function of the GFC member question protocol form was shared. It was confirmed that the form is not anonymous. The GFC suggested an editorial amendment to the form.

Canadian Campus Wellbeing Survey (February)

The results of the Canadian Campus Wellbeing Survey were shared with GFC. The results aligned with national post-secondary trends and identified focus areas for mental health strategy, peer supports, academic accessibility, physical activity, and food security.

Student Records Policy (February)

The GFC were informed that the Student Records Policy, which is under the approval authority of the President has been modernized to remove duplications and align with legislative changes under the new Alberta Access to Information Act and Protection of Privacy Act, which will come into the effect sometime in the spring of 2025.

Student Affairs Strategic Plan 2025–2030 (March)

The Student Affairs Strategic Plan was shared with GFC. The plan has an emphasis on services and supports to foster student academic and personal success.

Libkey & Open Research Platform (Prism) (March)

The GFC received a presentation on Libkey a new library resource to better understand and utilize the library collection and the initial research into becoming a member of PRISM, UCalgary's open research platform.

Non-Credit Entrepreneurship and Innovation in the Arts Pilot Modules (March)

Continuing Education shared the 10-module co-curricular offering modules that they have been working on for launch in September 2025; The GFC's feedback included expanding subject coverage to ensure equal coverage for AUArts degree programs and subject areas, ensuring year-round access, and considering how to potentially offer the modules to alumni.

Bachelor of Creative Industries – Initial Presentation (April)

The GFC reviewed and discussed the new program proposal for the creation of a Bachelor of Creative Industries (BCI). The BCI is a program that bridges the gap between art, craft, design, industry, and technology. Designed for students looking to build careers in media, entertainment, digital content creation, and cultural entrepreneurship, the program offers a unique blend of creative practice, industry knowledge, and professional skills development. The discussion focused on AUArts program diversification and growth opportunities arising from the creation of this program.

GFC & Standing Committee Schedule (April)

The GFC reviewed the 2025–26 meeting schedule, which is largely unchanged from the prior year.

Annual Membership Distribution (April)

The GFC membership distribution for 2025-2026 was presented, the number of seats allocated to the School of Craft and Emerging Media will decrease by one, while the number of seats for the School of Communication Design will increase by one.

Budget 2025–2026 (May)

The GFC were provided with a presentation on the budget for the 2025-2026 year, which will be a 9-month stub year as AUArts transitions its year-end to March 31 from June 30.

The presentation included an overview of budget challenges, and the revenues and expenses for both the operating and capital budgets.

Centennial Planning (May)

The GFC received an update on program planning for AUArts' 100th birthday celebrations.

Reporting
Reports from the following individuals were provided throughout the year.

- The President and CEO
- The Deans: Dean of Academic Programs, Dean of Students, Dean of Innovation, Learning and Development
- The Students' Association
- The GFC representative to the Board of Governors *(reports were provided following a Board meeting)*

School Council Minutes
Approved School Council Minutes were circulated in the meeting packages throughout the year.

- School of Critical + Creative Studies Council (SCCS)
- School of Communication Design Council (SCD)
- School of Visual Art Council (SVA)
- MFA in Craft Media Program Committee (MFA in CM)

Good News Moment
A good news moment to allow members of the GFC to share information on positive happenings around campus, including upcoming student and faculty events was included at the end of each meeting.

Submitted by: Dr. Janis Goldie, Chair
General Faculties Council

Academic Policy Committee (APC) Report

1. MEETING DATES IN 2024-2025

The Academic Policy Committee met 5 times in 2024-2025.

2024: September 19th, October 17th, December 12th
2025: January 23rd, March 27th

2. COMPOSITION AND MEMBERSHIP

Composition

a. Voting Members:

i) Chair: Registrar
ii) Associate Dean, Research, Internationalization and Graduate Studies
iii) Associate Dean, Undergraduate Studies
iv) Four (4) Faculty members, appointed by the Dean, Academic Programs. Faculty membership must include one (1) School Director and one (1) member of the MFA Craft Media Committee.
v) One (1) Student Association member, appointed by the Student Association

b. Non-Voting Members:

i) Secretary, General Faculties Council

Membership

- Arif Ansari, Committee Chair and Registrar
- Dr. Rob Stone, Associate Dean, Research, Internationalization and Graduate Studies
- Dr. Alex Link, Associate Dean, Undergraduate Studies
- Dr. Sarah Alford, Faculty Member
- Dr. Xahra Hafeez, Faculty Member (Fall Term 2024)
- Jill Ho-You, Faculty Member (Winter Term 2025)
- Dr. Christopher Willard, Faculty Member
- Paul Robert, Faculty Member
- Abbey Leach, Students' Association Representative
- Cherie Tutt, Secretary to General Faculties Council

3. ITEMS RECOMMENDED FOR APPROVAL

Recommendation of Approval of:

- **Revisions to the Parchment Procedure**
- **Creation of the Transcript Procedure**

- **Rescinding of the Transcript/Record Procedure Registration Policy and Graduate Registration Procedure** (December)

The Committee reviewed and provided feedback on the updated *Parchment Procedure* and the new, parallel *Transcript Procedure*, which were created to replace the outdated *Academic Record/Transcript Procedure*. These procedures provide clear guidance on the contents and issuance of two central artefacts of student achievement at AUArts. They are intended to ensure that students' accomplishments are appropriately recognized and effectively communicated to students, other post-secondary institutions, and relevant stakeholders.

The Committee discussed post-secondary standards and legal requirements for the use of legal names on parchments and the potential alternatives being reviewed by AUArts, how concentrations may be included on the parchment, the verification process for transcript requests, and other parchment and transcript best practices.

The Committee recommended editorial changes to both procedures to enhance clarity and ensure consistency across the documents.

Motion: That the Academic Policy Committee recommend that the General Faculties Council approve the revisions to the Parchment Procedure, the creation of the Transcript Procedure and rescind the Academic Record/Transcript Procedure, as set out in the documents provided to the Committee, effective Fall Term 2025 with the requested amendments.

Recommendation of Approval of Revisions to the Registration Policy and Creation of the Graduate Registration Procedure (January)

Following further consultation with the MFA in Craft Media Committee, the proposal was returned to the Committee to address questions raised in October regarding course auditing, electives, and course extensions.

The Committee discussed auditing for Masters students and it was confirmed graduate students do not pay additional fees for auditing or receive a grade for courses they audit. Graduate course registration is managed by the Academic Coordinator, Research and Graduate Studies, in collaboration with students and their supervisors and the Registrar's Office. The Committee also discussed how course withdrawals may affect a graduate student's academic progression.

Minor editorial and grammatical revisions were suggested, including revised wording in the course extension section for clarity. The Committee also recommended applying similar edits to the course extension section in the undergraduate procedure.

Motion: That the Academic Policy Committee recommend the General Faculties Council approve the revisions to the Registration Policy and creation of the Graduate Registration Procedure in the forms provided to the Committee and with the requested amendments.

Recommendation of Changes to the Undergraduate Academic Standing and Graduation Policy and the Creation of a Graduate Academic Standing and Graduation Procedure (March)

The Committee reviewed updates to the *Graduate Academic Standing and Graduation Procedure*, which focused on the "Active Status" section and leaves of absence since its last presentation to the Committee in October.

The Committee discussed academic progression through the MFA in Craft Media program and what happens when a student finds themselves on Academic Probation following failing a course or the mid-program review and the circumstances, which may lead the student to be required to withdraw.

The Committee recommended grammatical and editorial amendments to strengthen the procedure.

Motion: That the Academic Policy Committee recommend that the General Faculties Council approve the changes to the Academic Standing and Graduation Policy, the creation of a Graduate Academic Standing and Graduation Procedure and rescind Sections 4 and 8 of the Consolidated Graduate Procedure, as set out in the documents provided to the Committee, effective Fall Term 2025 with the requested amendments.

Recommendation of Changes to the Undergraduate Prior Learning Assessment and Recognition Procedure (March)

The Committee learned substantial revisions were made to the Undergraduate Prior Learning Assessment and Recognition (PLAR) to remove redundant information and to streamline the PLAR process to make it more student friendly and effective for faculty. It was noted that AUArts receives very few PLAR requests.

The Committee recommended grammatical and editorial amendments to strengthen the procedure.

Motion: That the Academic Policy Committee recommend that the General Faculties Council approve the changes to the Undergraduate Prior Learning Assessment and Recognition Procedure, in the form provided to the Committee, effective for Fall Term 2025, with the requested amendments.

Recommendation of Changes to the Final Grading Procedure (March)

The Committee learned that last year the undergraduate and graduate final grading procedures were combined and at the time content was missed which resulted in only the undergraduate level descriptions for the letter grade scale (A+ to F). This did not accurately reflect the higher levels of attainment expected for graduate courses. To address this, the procedure has been updated to include the Graduate level courses and descriptors.

Within the graduate level descriptors, two adjustments were made from the prior graduate grading scale descriptors to shift focus to the course-specific outcomes versus academic progression.

The Committee discussed the revised descriptors, the purpose and usage of the A+ grade, and grading scenarios where GPAs may be truncated or specific assignments excluded from final grades.

The Committee suggested formatting adjustments to the grade table in the procedure for clarity.

Motion: That the Academic Policy Committee recommend that the General Faculties Council approve the changes to the Final Grading Procedure in the form provided to the Committee, effective Fall Term 2025 with the requested amendments.

4. ITEMS DISCUSSED

Committee overview and 2024-2025 Work Plan (September)
The Committee reviewed and discussed its responsibilities and the anticipated policies and procedures expected to be reviewed in 2024-2025. The Committee learned that there will be a focus on updating graduate policies and procedures.

A. Registration Policy and Graduate Registration Procedure (October)
B. Academic Standing and Graduation Policy and Graduate Academic Standing and Graduation Procedure
The Committee reviewed the registration and academic standing sections of the Consolidated Graduate Procedure, which have been removed to become stand along procedures.

The changes to the *Graduate Registration Procedure* have been made to enhance student retention and add clarity around process. *The Graduate Academic Standing and Graduation Procedure* is designed to detail performance and graduation expectations for graduate students and to outline the processes for if a student is in poor academic standing and/or required to withdraw.

The Committee discussed course extensions, leaves of absence, graduate elective options, the rules for auditing course, program progression, the mid-term review and academic probation. Further consultation with the MFA Committee on auditing and course extensions was suggested.

Student Record Procedure (January)
The Committee learned that the existing Student Records Procedure was outdated and contained duplicate or tangential information found in other policies. The revised version simplifies the content, focusing on records management and access, and aligns with upcoming changes to access and privacy legislation. Related work on the student records retention schedule is underway. This procedure falls under the authority of the President and CEO but will be shared with General Faculties Council for information once finalized.

Guidelines for Student Attendance During Times of Illness (to be rescinded)
The Committee was informed that the *Guidelines for Student Attendance During Times of Illness*, classified under the Academic Administration category in the Policy Framework, will be rescinded by the President and CEO. The guidelines are outdated and have been replaced by updated attendance language in the Academic Calendar.

Terms of reference for the APC can be found HERE.

Submitted by: Arif Ansari, Chair
Academic Policy Committee

Academic Planning and Oversight Committee (APOC) Report

1. MEETING DATES IN 2024-2025

APOC met 10 times in 2024-2025.

2023: September 11th, October 2nd, October 30th, November 26th
2024: January 6th, January 22nd, February 12th, March 12th, April 16th and May 14th

2. COMPOSITION AND MEMBERSHIP

Composition

a. Voting Members:

i) Chair: Dean, Academic Programs
ii) Associate Dean, Research, Internationalization and Graduate Studies
iii) Associate Dean, Undergraduate Studies
iv) Dean, Innovation, Learning and Development
v) Registrar
vi) Four (4) School Directors
vii) Four (4) full-time academic staff members, one from each School, appointed by the Dean, Academic Programs for a term of no less than two academic years.

b. Non-Voting Members:

i) Dean of Students
ii) Studio manager
iii) Secretary, General Faculties Council
iv) Manager Indigenous Initiatives
v) Two undergraduate students and one graduate student, appointed by the Students' Association

Membership
Voting:

- Dr. Janis Goldie, Committee Chair and Dean, Academic Programs
- Arif Ansari, Registrar
- Nicole Hamilton, Dean, Innovation, Learning and Development
- Michelle Housley, Associate Dean, Innovation, Learning and Development
- Dr. Alex Link, Associate Dean, Undergraduate Studies
- Dr. Rob Stone, Associate Dean, Research, Internationalization and Graduate Studies
- Dr. Sarah Alford, School Director, SCCS
- Richard Brown, School Director, SVA
- Dr. Benedict Fullalove, Academic Staff Member
- Laurel Johannesson, Academic Staff Member
- Mackenzie Kelly-Frère, School Director, SCEM
- Mitch Kern, School Director, SCD
- Anahita Mosayebi, Academic Staff Member

- Barbara Sutherland, Academic Staff Member

Non-Voting:

- Gitz Derange, Manager, Indigenous Initiatives
- Mel Edwards, Students' Association, Graduate representative
- Abbey Leach, Students' Association representative
- Dr. Pablo Ortiz-Hernández, Dean of Students
- Cherie Tutt, Secretary, General Faculties Council

Meeting Resource

- Su Soyer, ORAA Meeting Resource
- Carissa Cameron Matthews, Director, Academic Resources

3. ITEMS APPROVED BY APOC

Approval of Revisions to VSCH 428 Advanced Character Design II - 3D Worlds (October)

A course change for the VSCH 428 was brought forward to update the title and course description to better reflect the course content. The new title is Advanced Character Design II: World Building.

Motion: That the Academic Planning and Oversight Committee approve the course changes for VSCH 428: Advanced Character Design II - 3D Worlds, as presented, and as recommended by the Curriculum Subcommittee.

Approval of the Academic Schedule (October)

The Committee reviewed the updates to the Academic Schedule presented for discussion in September. The Committee requested editorial amendments.

Motion: That the Academic Planning and Oversight Committee (APOC) approve the Academic Schedule for 2025 – 2026, in the form provided to the APOC with the requested amendments.

Approval of the Professional Certificate in 3D design and Interactive Technologies and associated Professional Micro Credentials

The Committee reviewed a proposal to create a Professional Certificate in 3D Design and Interactive Technologies made up of five (5) Micro Credentials: Software Fundamentals using Unreal Engine, 3D Software Fundamentals Using Unity, 3D Modeling with Blender, Beyond the Interface: AR/VR Design Essentials, Client Liaison and Relationship Management. The Professional Certificate in 3D Design and Interactive Technologies aims to equip learners with the skills and knowledge to effectively utilize industry-standard 3D design software and Augmented Reality/Virtual Reality (AR/VR) technologies.

The Committee made several recommendations to the Micro Credential outlines.

That the Academic Planning and Oversight Committee approve a Professional Certificate in 3D Design and Interactive Technologies, and the associated Professional Micro-credentials:

- *3D Software Fundamentals using Unreal Engine*
- *3D Software Fundamentals Using Unity*
- *3D Modeling with Blender*
- *Beyond the Interface: AR/VR Design Essentials*
- *Client Liaison and Relationship Management*

as set out in the documents provided to the Committee with the requested amendments.

Approval of the Professional Certificate in Event Planning and the associated Professional Micro Credentials (January)

The Committee reviewed a proposal to create an Event Planning Professional Certificate consisting of five (5) Micro-Credentials: Essentials for Event Design and Planning, Strategic Event Planning, Engaging and Managing Event Partners, Effective Communication in Event Planning, Turning Event Plans into Action. The Event Planning Certificate is designed to equip learners with the skills, knowledge, and strategies needed to design, coordinate, and execute successful events. Learners will gain practical experience to navigate the fast-paced event industry.

The Committee recommended wording changes to the Micro Credential outlines.

Motion: That the Academic Planning and Oversight Committee approve a Professional Certificate in Event Planning, and the associated Professional Micro Credentials:

- *Essentials for Event Design and Planning*
- *Strategic Event Planning*
- *Engaging and Managing Event Partners*
- *Effective Communication in Event Planning*
- *Turning Event Plans into Action*

as set out in the documents provided to the Committee, with the requested amendments.

Approval of a Professional Certificate in Communication Strategy and the associated Professional Micro Credentials

The Committee reviewed a proposal to create Communication Strategy Professional Certificate, consisting of 5 Micro-Credentials: Developing Impactful Narratives (changed to Effective Communication through Narrative), Clear and Concise Messaging Frameworks (changed to Clear Messaging), Adapting Communication Strategies for Diverse Audiences and Channels,

Developing Cohesive and Effective Communication Campaigns and Measuring and Optimizing Communication Campaigns.

The Professional Certificate equips learners with the skills to craft impactful narratives, create clear messaging frameworks, adapt strategies for diverse audiences, and develop and evaluate cohesive communication campaigns, to communicate with purpose and influence.

The Committee suggested changes to two Micro Credential titles (as noted above) and an editorial amendment to a Micro Credential outline.

Motion: That the Academic Planning and Oversight Committee approve a Professional Certificate in Communication Strategy, and the associated Professional Micro-Credentials:

- *Effective Communication through Narrative*
- *Clear Messaging*
- *Adapting Communication Strategies for Diverse Audiences and Channels*
- *Developing Cohesive and Effective Communication Campaigns*
- *Measuring and Optimizing Communication Campaign Performance*

as set out in the documents provided to the Committee, with the requested amendments.

Approval of PRNT Prerequisite Course Changes (February)

The Committee reviewed a proposal to change three 300-level PRNT courses with “any 200-level studio course” as the prerequisite to “completion of 48 credits”, as students would have completed a 200-level studio by that time in their coursework and the prior prerequisite cannot be built into Banner.

Motion: That the Academic Planning and Oversight Committee approve the course changes for PRNT 310, PRNT 311, and PRNT 312, as presented, effective September 1, 2025 and as recommended by the Curriculum Subcommittee.

Approval of a new course: CCST 2xx: Critical Making (February)

A new 200 level Critical Making course was presented for approval. In the course students will analyze and utilize different methodologies within the process of creation. With a focus on artist-scholarship, students will evaluate the intersection of critical theory, artists’ writing, research methods, and process-driven art, while engaging in hands-on projects to develop and clarify their own artistic methodologies and theoretical standpoints.

Motion: That the Academic Planning and Oversight Committee approve the new CCST 2xx: Critical Making course, as presented, effective September 1, 2025.

Approval of the new 4th Year Curriculum, School of Communication Design (February)

The Committee reviewed the Bachelor of Design (BDes) Visual Communication Design new curriculum for students joining the program via direct entry in 2025. The new courses will bridge the academic and professional aspects of the field for students.

The Committee discussed the format for the courses, the style and tone of the course learning outcomes and suggested some minor editorial changes.

Motion: That the Academic Planning and Oversight Committee approve the following new 4th year courses:
DESN 401 – Ethics in Design Practice
DESN 402 – Professional Presentation and Development
GRPH 401 – Creative Design Studio
GRPH 402 – Capstone Design Studio
ILLU 401 – Creative Illustration Studio
ILLU 402 – Capstone Illustration Studio,
as set out in the documents provided to the Committee and as recommended by the Curriculum Subcommittee.

Approval of a Generative Artificial Intelligence (AI) Professional Certificate and associated Micro Credentials (February)

The Committee reviewed a revised version of the Generative AI Professional Certificate made up of five Micro Credentials. The Committee learned that since last presented, the ethics lens has been better reflected throughout the Micro Credentials.

The Committee suggested wording changes to the Micro Credentials to increase clarity for learners.

Motion: That the Academic Planning and Oversight Committee approve a Professional Certificate in Generative AI, and the associated Professional Micro Credentials:

- *Generative AI Fundamentals*
- *Practical and Ethical Use of AI*
- *Introduction to AI-Powered Content Creation*
- *Building and Customizing Chatbots*
- *Exploring Advanced Generative AI Concepts*

as set out in the documents provided to the Committee with the requested amendments.

Approval of a Concentration in Comics Studies (March)

The Committee reviewed the proposal to revise the existing Comics Minor to a concentration format. The Committee learned that the Concentration draws on existing courses with the modification of one course and cannot currently be taken as a sole concentration but can be taken complementary to another concentration.

The Committee discussed the communication plan for updating current students.

Motion: That the Academic Planning and Oversight Committee approve the creation of a Concentration in Comics Studies and the associated curriculum, as set out in the documents provided to the Committee as recommended by the Curriculum Subcommittee.

Approval of a Concentration in Game Design (March)

A new Game Design Concentration was presented for approval. The Concentration provides a foundation in the creative, technical, and theoretical aspects of interactive media. Its courses delve into key topics in game studies, narrative design, programming basics, and philosophies of game design across digital games, tabletop games, and XR platforms. The Concentration draws on existing courses in CCST as well as MADT, with a heavier weighting towards CCST courses. The Game Design Concentration cannot be taken as a sole concentration but can be take complementary to another concentration.

Motion: That the Academic Planning and Oversight Committee approve the creation of a Concentration in Game Design and the associated curriculum, as set out in the documents provided to the Committee and as recommended by the Curriculum Subcommittee.

Approval of a Concentration in Animation and a New 1XX Course Introduction to Animation (March)

The Committee reviewed the proposal to revise the existing Animation Minor to a concentration format. The Committee learned that some course modifications have been made to better structure the Animation Concentration for students. A pre-requisite structure was introduced and includes a new first year course.

The Committee discussed the new pre-requisite structure and communication planning for students transitioning from a minor.

Motion: That the Academic Planning and Oversight Committee approve the creation of a Studio Concentration in Animation and the associated curriculum, as set out in the documents provided to the Subcommittee, and as recommended by the Curriculum Subcommittee.

Motion: That the Academic Planning and Oversight Committee approve a new course ANIM 100, as presented, effective September 1, 2025, as recommended by the Curriculum Subcommittee, with the requested amendment.

Approval of PHTG Course Changes (March)

A suite of changes to the photography courses was presented, including updates to course learning outcomes, descriptions, and prerequisites.

Motion: That the Academic Planning and Oversight Committee approve the changes to the Photography (PHTG) courses, as set out in the documents provided to the Committee and as recommended by the Curriculum Subcommittee.

Short Form Video Professional Micro-Credential (March)

A proposal for a new Short Form Micro-Credential was presented which is designed for individuals interested in developing engaging, high-quality videos tailored to social media platforms. Learners will explore video content creation, technical production and strategies to build personal or brand identities.

The Committee provided feedback and made a recommendation to remove content from the Micro-Credential outline.

Motion: That the Academic Planning and Oversight Committee approve a Professional Micro Credential in Short Form Video, as set out in the documents provided to the Committee, with the requested amendment.

Approval of the Academic Calendar (March)

The Registrar presented the Academic Calendar for 2025-2026. The Committee reviewed the section that are not subject to curriculum or policy approvals, which will be updated as approved.

The Committee discussed the term “Juried Evaluations/Critiques” listed in the Academic Glossary. The Committee recommended revising and expanding the definition to include Panel Critiques as follows: “Juried/Panel Critiques” and include that these will involve more than one faculty member.

Motion: That the Academic Planning and Oversight Committee approve the 2025-2026 Academic Calendar, in the form provided to the Committee and authorize the Registrar to make non-substantive edits prior to publication, with the requested amendment.

Approval of a new course ILLU 3XX (April)

The School of Communication Design brought forward a proposal to create a new 300 level course in Digital Illustration. The Committee learned that the course covers advanced illustration techniques for digital concept art emphasizing rendering, texturing, and custom brush design. Students will learn to digitally apply the principles of spatial representation, composition and lighting to 3D object, character, and environment design.

The Committee discussed the course prerequisites and provided a suggestion for including required supplies in the syllabus.

Motion: That the Academic Planning and Oversight Committee approve a new 3XX Digital Illustration course, as presented, effective September 1, 2025.

Approval of a Non-Profit Advocacy Professional Certificate and Micro Credentials (April)

The Committee reviewed the proposal for a Nonprofit Advocacy Professional Certificate made up of five Micro Credentials: Navigating Non-profit and Purpose Driven Organizations, Community Outreach and Volunteer Engagement, Funding and Proposal Development, The Power of Storytelling and Developing Impactful Communications.

The Professional Certificate equips learners with the essential skills to drive meaningful change within purpose-driven non-profit organizations and encompasses key aspects of nonprofit operations, including understanding the landscape of mission-driven organizations, engaging communities, securing funding, and crafting compelling narratives.

The Committee requested editorial amendments to strengthen the proposal.

Motion: That the Academic Planning and Oversight Committee approve a Professional Certificate in Non-profit Advocacy and the associated Professional Micro Credentials:
• Navigating Non-profit and Purpose Driven Organizations
• Community Outreach and Volunteer Engagement
• Funding and Proposal Development
• The Power of Storytelling
• Developing Impactful Communications
as set out in the documents provided to the Committee with the amendments as noted.

Approval of Changes to SCEM Prerequisites (April)

The Committee learned that Fibre and Media Arts updated course prerequisites to ensure they better integrate into Banner while ensuring the right requirements for progression.

Motion: That the Academic Planning and Oversight Committee approve the changes to the prerequisites for the Fibre (FBRE) and Media Arts (MADT) courses, School of Craft and Emerging Media (SCEM), as presented to the Committee, effective for Fall Term 2025, and as recommended by the Curriculum Subcommittee.

Approval of Changes to SCCS Prerequisites (April)

The Committee reviewed a proposal to streamline the SCCS course prerequisites to create greater flexibility for students while still ensuring appropriate preparation for progression.

Motion: That the Academic Planning and Oversight Committee approve the changes to the School of Critical and Creative Studies Council (SCCS) course prerequisites, as presented to the Committee, effective for Fall Term 2025, and as recommended by the Curriculum Subcommittee.

Approval of an Update to the Academic Schedule (April)
A change to the Academic Schedule was presented to include the spring semester end date, which was missed in the prior version approved in the Fall.

The Committee suggested an amendment from Jury Crits to Jury/Panel Crits throughout the Academic Calendar.

Motion: That the Academic Planning and Oversight Committee approve the changes to the Academic Schedule for 2025-2026 as presented to the Committee, with the requested amendment.

Retroactive Approval of a Change to the Academic Calendar – MFA Thesis Word Length (May)

The Committee reviewed a proposal from the MFA in Craft Media Committee to change the MFA Thesis word length. The Committee learned that The MFA thesis length originated when the program was created and modeled on theses from Master of Arts and Art History programs. Current direction to students highlights a shorter thesis paper. It is believed that the change to the length of the MFA thesis will better facilitate student emphasis on their art within the 12-credit capstone Thesis Project/Defense/Exhibition.

Motion: That the Academic Planning and Oversight Committee approve a retroactive change to the Academic Calendar to update the MFA in Craft Media Thesis length from 8,000 to 10,000 words to 5,000 to 8,000 words, as presented to the Committee, effective Fall Term 2025 and as recommended by the MFA in Craft Media Committee.

4. ITEMS RECOMMENDED FOR APPROVAL

The Termination of ArtStream (Open Studies) and the Suspension and Eventual Termination of the ArtStream Certificate (September)

The Committee received an overview of the history of the ArtStream program. The rationale for suspending and, in time, terminating the ArtStream Certificate once all active students have completed, was provided including a decline in admission, enrollment, and graduation rates. A second proposal to terminate ArtStream, Open Studies was also presented, and it was noted the Open Studies version of the program has not been offered in some time and this is a housekeeping item.

The Committee discussed the non-credit programming being considered to replace ArtStream.

Motion: That the Academic Planning and Oversight Committee recommend that the General Faculties Council terminate ArtStream, Open Studies, as set out in the document provided to the Committee.

Motion: That the Academic Planning and Oversight Committee recommend that the General Faculties Council suspend and eventually terminate the ArtStream Certificate, as set out in the documents provided to the Committee.

SCD Course Re-Coding (March)

The Registrar's Office recommended that courses in the School of Communication Design be re-coded to five core disciplines as follows, ANIM – Animation, DESN – Design, GRPH – Graphic Design and Advertising, ILLU – Illustration, and PHOT – Photography.

The Committee suggested that the title for Communication I and II should be revisited in future as Communication I is DESN and Communication II is GRPH.

Motion: That the Academic Planning and Oversight Committee recommend that the Registrar approve the new course codes for the School of Communication Design, as set out in the document provided to the Committee.

SCCS Course Requirement Changes (March)

The Registrar presented changes made in consultation with SCCS to remove inconsistencies in the SCCS course requirements in the second year of the BFA and BDes programs listed in the program planning guides in the Academic Calendar.

An editorial amendment to the briefing note was reported.

Motion: That the Academic Planning and Oversight Committee recommend that the Registrar approve the changes to the SCCS course requirements in the second year of the BFA and BDes programs, as set out in the document provided to the Committee, with the reported amendment.

Recommendation of ACAD/FINA Course Re-Coding to ARTS (April)
The Committee reviewed and discussed the proposal to re-code ACAD /FINA courses. The Committee learned that during the approval process of the concentrations for the new BFA Studio Art last year, faculty raised a concern about the usage of FINA (Fine Art) for the common courses in the program as they are not inclusive of the craft disciplines. The Office of the Registrar was tasked with recommending a new discipline and code that would be more representative of all disciplines and recommended that ARTS (Arts) be used for the new discipline code.

The Committee expressed its support for this change.

Recommendation of a Bachelor of Creative Industries (May)

The Committee reviewed the updates to the Bachelor of Creative Industries proposal. One additional amendment relating to the first-year electives was requested.

Motion: That the Academic Planning and Oversight Committee recommend that the General Faculties Council approve the Bachelor of Creative Industries (BCI) and approve the associated curriculum contingent on approval of the BCI, as presented to the Committee, and as recommended by the Curriculum Subcommittee with the amendment as noted.

5. ITEMS DISCUSSED

Professional Certificate in Generative AI and associated Professional Micro Credentials (September)

Continuing Education (CE) brought forward a suite of Micro-Credentials culminating in a Professional Certificate all focused on Generative AI. The Professional Certificate in Generative AI includes five Micro Credentials and delves into the intersection of generative AI and creative arts, covering a spectrum of media including text, images, audio, and video. Each Micro-Credential, structured as a standalone offering, can be laddered to form a full Professional Certificate program.

The Committee suggested several updates to the documentation to strengthen the proposal and to ensure the credentials align with university standards and language, better articulate the intent of each Micro Credential and address how ethics will be covered in each of the Micro-Credential.

Academic Schedule (September)
The first draft of the academic schedule was shared with the Committee for their review and feedback.

MFA Program Review Update (September)
It was reported that the MFA Program Review's self-study, site visit, and report were successfully completed. AUArts responded to the report, which was sent to Campus Alberta Quality Council (CAQC) for review and is currently in progress.

2020-2025 Academic Plan (September)
A progress update on the priorities within the Academic Plan was provided. It was explained that the Academic Plan is under the Institutional Strategic Plan, which has been extended to 2027, therefore as the Academic Plan concludes in 2025 an interim 2-year Academic Plan to carry the university beyond the creation of the next Strategic Plan will be created and shared back with the Committee this year.

MFA Program Review Update (October)

An update on progress on the priorities within the MFA Program Review Action Plan was provided. As a result of the review, actions have been classified under short-term and long-term categories.

Bachelor of Creative Industries (April)

The Committee was provided with an overview of the new program proposal to create a Bachelor of Creative Industries (BCI) program. The BCI is a program that bridges the gap between art, craft, design, industry, and technology. Designed for students looking to build careers in media, entertainment, digital content creation, and cultural entrepreneurship, the program offers a unique blend of creative practice, industry knowledge, and professional skills development.

The Committee learned that pending internal approval from GFC, the proposal will be submitted to the Ministry of Advanced Education for final approval.

The Committee discussed how this program fits with current offerings and provides suggestions to strengthen and add clarity to the proposal documents.

Student Success Referral Program (April)
The Committee discussed the change in name and content included on the Academic Alert form, now the Student Success Referral form, the purpose of the form and communications with students.

Budget 2025-2026 (May)

The Committee received a presentation on the budget for the 2024-2025 year, which will be a 9-month stub year as AUArts transitions its year-end to March 31 from June 30. The presentation included an overview of budget challenges and revenues and expenses for both the operating and capital budgets.

Academic Plan Update (May)
A progress update on the priorities within the Academic Plan was provided. The goals for 2025-2026 were presented.

School Council/MFA Committee Updates

The Committee received updates from the School Councils and the MFA Committee at each of its meetings.

Submitted by: Dr. Janis Goldie, Chair
Academic Planning and Oversight Committee

Curriculum Subcommittee (CC) Report

1. **MEETING DATES IN 2024-2025**
   The Curriculum Subcommittee met 6 times in 2024-2025.

   2024: October 22nd, November 19th
   2025: January 21st, February 25th, March 25th and April 28th

2. **COMPOSITION AND MEMBERSHIP**

   Composition

   a. Voting Members:

   i) Chair: Dean, Academic Programs
   ii) Four (4) School Directors, one from each of SCEM, SCCS, SCD and SVA
   iii) Two (2) additional full-time academic staff members, one appointed from the BFA degree Schools and one from the BDes degree School, and one of these members must also be a member of the MFA in Craft Media Committee
   iv) Registrar

   b. Non-Voting Members:

   i) Secretary, General Faculties Council

   Membership
   - Dr. Janis Goldie, Committee Chair and Dean, Academic Programs
   - Arif Ansari, Registrar
   - Dr. Sarah Alford, School Director, SCCS
   - Richard Brown, School Director, SVA
   - Mackenzie Kelly-Frère, School Director, SCEM
   - Mitch Kern, School Director, SCD
   - Naoko Masuda, Academic Staff Member
   - Tyler Rock, Academic Staff Member

   Meeting Resource
   - Carissa Cameron Matthews, Director, Academic Resources
   - Dr. Alex Link, Associate Dean, Undergraduate
   - Bryan Miller, Assistant Registrar, Curriculum, Registration & Student Information
   - Dr. Pablo Ortiz-Hernández, Dean of Students
   - Su Soyer, ORAA Meeting Resource
   - Cherie Tutt, Secretary, General Faculties Council

3. ITEMS RECOMMENDED

Recommendation of Revisions to VSCH 428 Advanced Character Design II - 3D Worlds (October)

The Committee reviewed a proposal to revise the course title and description for VSCH 428. The change in title from '3D Worlds' to 'World Building' and an update in the course description to add in "fully realized environments" accurately reflects the current course content.

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the course changes for VSCH 428: Advanced Character Design II - 3D Worlds, with the recommended amendment, effective September 1, 2025, as recommended by the School of Communication Design.*

Recommendation of the Creation of the Drawing Concentration and Associated Curriculum Changes (November)

The Committee reviewed the proposed Drawing Concentration and provided feedback on associated curriculum revisions. The Committee offered several suggestions to strengthen course descriptions and learning objectives (LOs). The discussion focused on improving readability, clarity, consistency, and alignment across courses. Key recommendations included:

- Clarifying learning objectives, particularly the inclusion of critique and terminology such as "draw upon" and "sensory".
- Standardizing language (e.g., consistent use of lowercase for "light," "space," and "time").
- Revising course titles and descriptions for accuracy and cultural sensitivity, including a suggestion to consult the Manager, Indigenous Initiatives regarding terminology in the "Mapping" course.
- Strengthening learning objectives to better reflect course levels, with some outcomes flagged as potentially more appropriate for second-year offerings.
- Updating several course descriptions and LOs to improve readability and intent, and to allow instructors greater flexibility in interpretation and delivery.

Motion: That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the Bachelor of Fine Arts Studio Art Concentration in Drawing, as set out in the documents provided to the Committee, as recommended by the School of Visual Art, with the suggested amendments.

Recommendation of New Fourth-Year Curriculum – School of Communication Design (January)

The Committee reviewed the proposed fourth-year courses for the Bachelor of Design program. The presenter clarified the intentional use of varying narrative perspectives in DESN 401. One amendment was made to ILLU 401 to better reflect the discipline by replacing the word "design" with "illustration" in the course description and related documents.

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the new fourth-year courses—DESN 401, DESN 402, GRPH 401, GRPH 402, ILLU 401, and ILLU 402—as presented and amended.*

Recommendation of Prerequisite Changes – PRNT Courses (January)

The Committee reviewed updates to prerequisites for PRNT 310, PRNT 311, and PRNT 312. The rationale centered on improving sequencing and accessibility for students progressing through the program.

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the course changes for PRNT 310, 311, and 312, effective September 1, 2025.*

Recommendation of a New Concentration – Videogame Design, BFA Studio Art (January)

The Committee reviewed a proposed new concentration in Videogame Design. Amendments were recommended to improve clarity and consistency, including standardizing the term "video game," revising course titles and learning outcomes, and adjusting duplicated LOs. The Committee discussed the course format (seminar vs. studio) and resourcing needs.

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the creation of a BFA Studio Art Concentration in Videogame Design and the associated curriculum.* **Postponed** – Discussion to continue at the next meeting.

Recommendation of a New Course – CCST 2xx: Critical Making (January)

The Committee reviewed the proposed Critical Making course. One additional LO was added: "relay critical text into practice."

Motion: *That the Curriculum Subcommittee approve the new course CCST 2xx: Critical Making, effective September 1, 2025, with the noted amendment.*

Recommendation of a New Concentration – Comics Studies, BFA Studio Art

The Committee reviewed a new concentration adapted from the existing Comics Minor. The Committee recommended amendments including changing the name to "Comics Studies" for clarity, refining the description to emphasize that the concentration is complementary rather than primary, and revising the prerequisite to "at least one 200-level course."

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the creation of a BFA Studio Art Concentration in Comics Studies and the associated curriculum, with the requested amendments.*

Recommendation of an Animation Concentration and New First-Year Course (February)

The Committee reviewed the proposal for an Animation Concentration, revised from the existing minor to create a more structured learning path with clarified prerequisites. A new first-year course, *ANIM 1XX: Introduction to Animation*, was also introduced to provide foundational skills and support student entry into the concentration. The Committee suggested amendments to prerequisites.

Motion: *That the Curriculum Subcommittee recommend the creation of a Studio Concentration in Animation and the associated curriculum, with the noted amendments.*

Motion: *That the Curriculum Subcommittee recommend the approval of new course ANIM 1XX: Introduction to Animation, effective September 1, 2025.*

Recommendation of Photography (PHTG) Course Changes (February)

The Committee reviewed updates to learning outcomes for PHTG courses following the creation of the Photography Concentration. The changes enhance clarity and instructional alignment.

Motion: That the Curriculum Subcommittee recommend approval of the changes to the Photography (PHTG) courses as presented.

Recommendation of a New Illustration Course – 3XX 2D and 3D Digital Illustration (February)

A new third-year Illustration course was presented to expand student competencies in 2D digital painting and 3D modeling. The Committee recommended a title change for compatibility with Banner.

Motion: *That the Curriculum Subcommittee recommend approval of the new course 3XX 2D and 3D Digital Illustration, with the title amendment, effective September 1, 2025.*

Recommendation of a Game Design Concentration (February)

The Committee reviewed the updates to the proposed Game Design Concentration (originally presented in January), including a finalized title change and revised learning outcomes for *Game Design I* and *Game Design II*. The Committee requested an amendment to *CCST 3XX Theory of Game Design*.

Motion: *That the Curriculum Subcommittee recommend approval of the Game Design Concentration and associated curriculum, with the noted amendment.*

SCD Course Coding Changes (February)

To support implementation of the new BDes curriculum in Fall 2025, the Committee reviewed and supported the Registrar's recommendation to re-code SCD courses into five distinct disciplinary categories. This change is intended to streamline registration and reduce confusion for students.

New Course Code Prefixes:

- ANIM – Animation
- DESN – Design
- GRPH – Graphic Design and Advertising
- ILLU – Illustration
- PHOT – Photography

The Committee learned that course content, titles, descriptions, and prerequisites remain unchanged.

Changes to SCCS Course Prerequisites (March)

The Committee reviewed the proposed changes to course prerequisites within the School of Critical and Creative Studies (SCCS). The presenters highlighted that the revisions were intended to improve student flexibility and ensure academic success across the program pathways. An amendment to restore the prerequisite for LITR400 to *"any 300-level SCCS course"* was reported.

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the SCCS course prerequisite changes, effective Fall Term 2025, with the noted amendment.*

Changes to SCEM Course Prerequisites

The Committee reviewed proposed updates to prerequisites for Fibre (FBRE) and Media Arts (MADT) courses under the School of Craft and Emerging Media (SCEM). The changes aim to streamline progression and improve access for students across disciplines. The Committee recommended amendments to the prerequisites for the MADT courses for consistency and to ensure enough credits are completed prior to students advancing to 300 level courses.

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee approve the prerequisite changes for FBRE and MADT courses, effective Fall Term 2025, with the requested amendments.*

Recommendation of a Bachelor of Creative Industries (BCI) (March)

The Committee reviewed a new program proposal for a Bachelor of Creative Industries**,** designed to prepare students for careers at the intersection of art, design, digital media, and entrepreneurship. The proposed program integrates professional practice and creative exploration with a strong focus on industry relevance.

Key Discussion Points and Recommendations:

- The Committee encouraged the development of a **reverse pathway** for students wishing to transition from the BCI into studio based BFA or BDes programs.
- Suggested including the **Learner and Labour Market Study Summary** for additional context during future proposal review stages.

Amendments:

- Correct all 4XX course outlines to reflect 3 credits (not 4.5).
- Ensure consistent terminology, replacing all instances of *“internship”* with *“field placement”*.
- Standardize delivery mode references to *“face-to-face”* only; remove *“blended”* from Program Location section.
- Refine course descriptions to avoid starting with “This course...”.
- Highlight entrepreneurial content beyond the dedicated entrepreneurship course (e.g., in Project Management and Case Studies in Social Media Innovation).
- Remove the in-year prerequisite for the Capstone Course by eliminating the requirement of BCI 4XX Field Placement.
- Add a clear note in the Resources section confirming AUArts’ existing capacity to support the launch of a new program.

Motion:
That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee recommend that the General Faculties Council approve the Bachelor of Creative Industries, with the requested amendments. **Postponed-**

Recommendation of a Bachelor of Creative Industries (April)

The Committee reviewed the updates made to the Bachelor of Creative Industries proposal since presented to the Committee in March. The Committee discussed the potential for inclusion of SCD courses in the future and suggested a minor amendment to the course code titles.

Motion: *That the Curriculum Subcommittee recommend that the Academic Planning and Oversight Committee recommend that the General Faculties Council approve the Bachelor of Creative Industries, as set out in the documents provided to the Subcommittee and with the requested amendments.*

Submitted by: Dr. Janis Goldie, Chair, Curriculum Committee

Alberta University of the Arts

General Faculties Council
Standing Committee
2024-2025 Report

Research Committee (RC) Report

1. MEETING DATES IN 2024-2025

The RC met five (5) times in 2024-2025.

2024: September 11th, October 9th, November 6th
2025: February 12th, March 12th

2. COMPOSITION AND MEMBERSHIP

Composition
a. Voting Members:
- i) Chair: Associate Dean, Research, Internationalization and Graduate Studies
- ii) Director, Academic Resources or Designate
- iii) Director, Learning and Instructional Services or Designate
- iv) Four (4) Academic Staff Members, appointed by the Dean, Academic Programs and one of these members must also be a member of the MFA in Craft Media Committee
- v) One (1) Graduate Student, appointed by the Student Association

b. Non-Voting Members:
- i) Secretary, General Faculties Council

Voting
- Dr. Rob Stone, Committee Chair and Associate Dean, Research, Internationalization and Graduate Studies
- Dr. Ghada Alatrash, Academic Staff Member
- Carissa Cameron Matthews, Director, Academic Resources
- Bryan Cera, Academic Staff Member
- Ian Fitzgerald, Academic Staff Member
- Dr. Ashley Scarlett, Academic Staff Member
- Mel Edwards (Sept – Dec) and Gurpreet Kaur (Jan-May), Graduate Student, Student's Association Representative

Non-Voting
- Cherie Tutt, University Secretary

Meeting Resource
- Tak Pham, IKG Curator
- Colleen MacKell, ORAA meeting resource

3. ITEMS FOR APPROVAL

Research Committee Terms of Reference (October, November)

A member of the Committee brought forward a proposal to change the membership of the Research Committee. The Committee discussed the current and proposed and faculty workload. It was suggested that the topic of school-based representation is a Steering Committee level discussion to review across the General Faculties Council standing committees.

Motion (Not Carried)*: That the Research Committee recommend that the Steering Committee recommend that the General Faculties Council approve a change to the Research Committee Terms of Reference, in the form provided to the Committee, effective for September 2025.*

4. ITEMS DISCUSSED/RECEIVED FOR INFORMATION

Faculty Professional Affairs Committee Report (September)

The Committee received the Faculty Professional Affairs award report for 2023-2024.

Strategic Research Plan Development (September, October, November

The Committee undertook a multi-meeting initiative to begin discussion on the development of a Strategic Research Plan to bridge the period between the current AUArts Strategic Plan (ending 2027) and Academic Plan (ending 2025).

Key discussions included:

- Identification of goals aligned with the institutional strategy and academic plan objectives.
- Planning for consultation with internal stakeholders (AUArts Schools and faculty) and external stakeholders (e.g., SSHRC, other post-secondary institutions).
- A proposed timeline was presented with the aim to complete a draft by January/February 2025.

Graduate Faculty Development Forum (September, October, November)

The Committee received ongoing updates regarding the Graduate Faculty Development Forum**:**

- Designed to foster dialogue among graduate faculty about supervision, research, and curriculum.
- Topics discussed included the thesis expectations and academic standards, especially concerning international student preparation. Sessions were also scheduled on Connection Awards and Theory and Practice in the MFA Curriculum.

- Feedback from the Committee reinforced the importance of establishing early clarity for students and faculty about thesis expectations in the MFA program.
- The Committee suggested a session be held on research funding and how it currently funnels to faculty.

Research Application Support and Resources (September, November, February, March)

The Committee reviewed and provided feedback on the development of a Research Resources Hub on SharePoint, which will support research activities across AUArts.

Key features:

- Timelines and checklists for research application submissions.
- Repository of research activities and funding databases.
- Directory of institutional deadlines.
- Resources to assist faculty in navigating funding applications, including support for Tri-Council submissions.

Committee Feedback included:

- Concerns about the six-month lead time for funding applications.
- Recommendation for clearer articulation of the Research Office's role.
- Suggested consolidation of contact points into a single person of contact.
- Proposals for adding peer-sharing events and potentially hiring an application editor.
- The need for increased faculty training on crafting competitive research funding applications.
- Having more visible research publishing and activities will help with the research culture on campus.

SSHRC Applications (February)

The Committee received an update on the Social Sciences and Humanities Research Council (SSHRC) applications submitted.

Research Soirées (November)

The Committee received an update regarding the faculty Research Soirées which are held for faculty to present to the community ongoing or completed research.

Highlights:

- Presenters included: A. Scarlett (Liberal Studies), K. Lesick (Media Arts), and N. Rodrigues (Glass).
- Topics included: Painting, Philosophy of Character Development, and Land.

- Committee members discussed integrating MFA students into future soirees and combining soirees and exhibitions,
- There was interest in blended events combining exhibitions and soirée discussions.

Open Research Platform – PRISM (February, March)

The Committee learned that in collaboration with the University of Calgary, AUArts is exploring joining PRISM, a digital institutional repository which could be used to collect, preserve, and disseminate the academic works of faculty, students, and research groups.

Key project developments:

- AUArts would have a designated section on PRISM. Bow Valley College has already begun a similar project and will be consulted to provide guidance on the experience.
- Materials could include papers, images, and creative works (subject to PRISM's policies).
- Discussions are ongoing about copyright, data consistency, and DOI integration.
- A Memorandum of Understanding is under development.
- Integration with the AUArts website is planned.

The Committee learned that as the project progress it will be engaged to help define institutional submission standards.

LibKey (February)

The Committee received a presentation from the Library on LibKey, a browser extension that enhances access to AUArts' library collection holdings.

The Committee learned that Libkey enables easier identification of available AUArts resources during web searches. Volunteers were sought to assist with testing and to provide feedback to create the set-up guide.

Submitted by: Dr. Rob Stone, Chair
Research Committee

Alberta University of the Arts

General Faculties Council Standing Committee 2024-2025 Report

Student Affairs Committee (SAC) Report

1. MEETING DATES IN 2024-2025

The **Student Affairs** Committee met 2 times in 2024-2025.

2024: October 3rd
2025: January 16th

2. COMPOSITION AND MEMBERSHIP

Composition

a. Voting Members:

i) Chair: Dean of Students
ii) Registrar
iii) Two (2) Academic Staff members, appointed by the Dean, Academic Programs
iv) Three (3) Student Association representatives, appointed by the Students' Association
v) Director, Learning and Instructional Services or designate
vi) Director, Student Services & Wellness
vii) Manager, Indigenous Initiatives

b. Non-Voting Members:

i) Studio manager
ii) Secretary, General Faculties Council

Membership

- Dr. Pablo Ortiz-Hernández, Committee Chair and Dean of Students
- Arif Ansari, Registrar
- Janalee Morris Director, Student Services & Wellness
- Bryan Cera, Academic Staff Member
- Scott Cressman, Academic Staff Member
- Michelle Housley, Associate Dean, Learning Innovation Resources
- Abbey Leach, Students' Association Representative
- Tanya Mryglod, Students' Association Representative
- Murray Wittmeier, Students' Association Representative

Meeting Resource

- Tara Niscak, Studio Manager, for the October meeting and then vacant.
- Cherie Tutt, Secretary, General Faculties Council
- Colleen MacKell, ORAA Meeting Resource

3. ITEMS DISCUSSED/INFORMATION

SAC Governance Documents: Review of the Student Affairs Committee Terms of Reference (October)
The Committee reviewed its responsibilities and discussed the Committee's work in the context of the GFC structure, noting that the Committee is a forum for discussion of student life on campus.

Lodgepole Centre Updates (October, January and April)
The Committee received regular updates on activities and programming at the Lodgepole Centre, including:

- The Centre is committed to enhancing the role of the Elder Council
- Work has been undertaken with faculty to foster safe and inclusive classrooms, there is also new content available to support faculty on the Teaching and Learning SharePoint site.
- Regular events hosted by the Lodgepole Centre include resiliency talks, yoga, arts and crafts as well as outside walks.
- The Indigenous Advisory Council has begun meeting. Members of this council are: Arif Ansari, Gitz Derange, Mackenzie Kelly-Frère, Jeff Meighen, Janalee Morris, Troy Patenaude, and Adrian Stimson.

Gender-Based Sexual Violence Programming (October, January)
The Committee learned that funding has been provided for the university to develop two modules on responding to sexual violence, which will become available to students soon and for which they can gain a digital badge.

The responding to Sexual Violence modules were launched at the end of the Fall term through Mosaic. It was confirmed that the modules will not be listed on the transcript, but that the university is exploring creating a co-curricular record to recognize these types of activities for students. Students suggested the modules remain available both in and outside of term time. The Committee also suggested that to gather feedback on the course a short survey could be added at the end.

Show + Sale (October)
The student members of the Committee shared that students are looking for more support in writing artist statements. The Committee learned that the university's innovation portfolio is looking at developing career support modules for students and is planning to include content on artist statements and agreed to further consultation with the students.

Student Services and Wellness Update (January)
The Committee received an update on the Student Services and Wellness portfolio:

- The Committee discussed changes being proposed to the Academic Alert process currently in place to identify students who are struggling academically. The plan is to initiate the process earlier to ensure students have the supports needed. The Committee provided feedback on communicating with students on this topic, so as not to cause additional stress/worry.

- The Canadian Campus Wellbeing Survey on Mental Health initial results have been received. The results show that AUArts results align with those of other post-secondaries and that many students struggle with mental health. A full report will be brought to GFC in the spring.
- New initiatives to support student mental health, include: Mental Health Mondays; collaboration with the Canadian Mental Health Association (CMHA) to partner on resources; a partnership with the Social Work program at the University of Calgary where students in the program will complete their work-integrated learning placement at AUArts; initiating more physical activity opportunities for students on campus.

Other Business

Committee Review (January)
The Committee reviewed its meeting schedule and membership and discussed if on a go forward basis the Committee should meet once per term. The Committee discussed that since the change to becoming a university student representatives have been added to other standing committees and that there are also other avenues such as the Academic Student Leadership meetings where student representatives can share information. No decisions were reached, and this will be considered further at future meetings.

Events (January)
The Committee discussed upcoming faculty and student exhibitions.

Submitted by: Dr. Pablo Ortiz-Hernández, Chair
Student Affairs Committee

Steering Committee (SC) Report

1. MEETING DATES IN 2024-2025

The Steering Committee met seven (8) times in 2024-2025.

2023: September 10th, October 15th, November 5th
2024: January 7th, February 11th, March 10th, April 15th, and May 13th

2. COMPOSITION AND MEMBERSHIP

Composition

a. Voting Members:

i) Chair: President and Chair of GFC
ii) Vice Chair: Vice Chair of GFC
iii) Dean, Academic Programs
iv) Registrar
v) Vice-President (Academic Affairs), Students' Association
vi) Four (4) academic staff to each serve for a two (2) year term, Elected from and by GFC
vii) Two (2) academic staff to serve for a two (2) year term, Elected from and by GFC Emergency meetings only.

b. Non-Voting Members:

i) Secretary, General Faculties Council

Membership

- Dr. Daniel Doz, Chair of GFC and President and CEO, until April 2025 succeeded by Dr. Janis Goldie
- Dr. Janis Goldie, Vice Chair of GFC and Dean, Academic Programs
- Arif Ansari, Registrar
- Abbey Leach, Vice-President (Academic Affairs) OR Tanya Myrglod, President, Students' Association
- Richard Clements, Academic Staff Member
- Megan Dyck, Academic Staff Member
- Nick Johnson, Academic Staff Member
- Dr. Kara Stone, Academic Staff Member

Meeting Resource

- Carissa Cameron Matthews, Director, Academic Resources
- Cherie Tutt, Secretary, General Faculties Council

3. ITEMS APPROVED

Approval of the 2024-2025 GFC Meeting Schedule (Apr. 2024)
The proposed 2024-2025 GFC Meeting Schedule was provided to the Committee with key changes from prior years being highlighted, most notably the change from GFC being held on Wednesday afternoons to Monday afternoons. It was confirmed that all meetings have been scheduled in-person, with potential for meetings scheduled in 300e to be hybrid. The School of Visual Arts and School of Craft and Emerging Media meetings have been scheduled separately given that the joint curricular work is complete, and these meetings can be combined as needed on a go-forward basis. As the proposed schedule is a departure from previous years, changes may still occur and will be approved by the chairs.

Motion: That the Steering Committee approve the 2024-2025 General Faculties Council (GFC) and GFC Standing Committee/School Council Meeting Schedule, in the form provided to the Committee.

4. ITEMS RECOMMENDED

Recommendation of Changes to the School Council ToR and Creation of School Council Executive Committee (October)

The Committee reviewed a proposal to change the School Council Terms of Reference. The changes include the creation of the School Council Executive Committee ToR. The University Secretary explained that the School Council Executive Committee's will have the same authority as School Council's and are an effective tool to manage quorum issues. The Committee discussed the historical quorum issues at School Councils, limiting the authority of the School Council Executive Committees and potential for proxy voting. Due to concerns raised by the Committee the proposal was withdrawn, and the issue of quorum will continue to be monitored and a proposal will be brought back if it becomes a more significant issue.

**motion withdrawn.*

Governance Review: Review of the General Faculties Council Membership and Recommendation of Changes to the Online Meeting Protocol (October)

The Committee reviewed the updates to the Online Meeting Protocol made since the September meeting. The Committee recommended minor changes to format and clarity.

Motion: That the Steering Committee recommend that the General Faculties Council approve the changes to the Online Meeting Protocol, in the form provided to the Committee, with the requested *amendments.*

5. ITEMS DISCUSSED

Review of the 2023-2024 Steering Committee Work Plan and Steering Committee Terms of Reference (September)
An overview of anticipated work for the year was reviewed, as well as the roles and responsibilities of the Committee. Changes to the SC terms of reference were presented to address overlapping authority around student appeal matters between the Student Affairs Committee, the SC, and the Academic Policy Committee. The Committee discussed the language in the *Post-secondary Learning Act,* relating to student appeals and how these matters have historically been managed. The Committee recommended that the University Secretary consult with members of the original drafting team prior to the next meeting to understand any context that may be relevant to these changes.

Governance Review: Bylaws, Committee Terms of Reference, Rules and Guidelines (September)

The Committee conducted its annual review of the General Faculties Council (GFC) governing documents. The Committee reviewed the proposal to update the Online Meeting protocol to reflect current practices. The Committee discussed the membership categories included for GFC in the *Post-Secondary Learning Act (PSLA).*

Annual Board and GFC Retreat (September)
The Agenda for the upcoming Board and GFC Retreat was shared.

Annual Board and GFC Retreat Debrief (October)
The Committee provided feedback on the scheduling of the joint Board of Governors and GFC retreat. The Committee discussed the format and value of the Board and GFC retreat and that the format may change with a new President and CEO next year. The Committee then reviewed some strategic points of discussion arising from the PESTLE (Political, Economic, Social, Technological, Legal and Environmental) and SWOT (Strengths, Weaknesses, Opportunities, and Threats) analyses from the retreat.

Member Question Protocol and Form (November)

The Committee reviewed the member question protocol form and its purpose. It was noted that historically the form has not been used frequently and not many questions have been presented for discussion as a result of this process. The Committee discussed various formats for collecting the information, including email but suggested that a Microsoft Form be created to capture the content. The University Secretary was directed to design and present a form for feedback at the next meeting.

Question Form – Accessibility Task Force (November)

The Committee reviewed a question form to request that an item be added for information on a future GFC Agenda to provide an update on the recommendations from the Accessibility Task Force. The Committee agreed that this was a relevant topic and the President agreed to have a report on the item.

Member Question Protocol and Form (January)

The University Secretary presented the Microsoft Form for collecting member questions/suggestions for discussions. The Committee provided suggestions to improve the form.The Committee discussed how questions beyond GFC members could be raised and it was confirmed that a note could be added to where the question protocol is included on the website to refer people to the list of GFC members, who could raise on another's behalf. Individual's who are not on GFC could then be invited to a meeting as a guest or observer, as decided by the Steering Committee. The question form will be shared at the next GFC meeting.

GFC Membership Distribution (April)
The Committee reviewed and discussed the GFC membership distribution for 2025-2026 and the methodology document and the data used to inform the membership distribution. In 2025-2026 the number of seats allocated to the School of Craft and Emerging Media will decrease by one, while the number of seats for the School of Communication Design will increase by one.

Agendas for each GFC meeting
At each of its meetings the Committee reviewed the draft agenda for the upcoming GFC meeting, providing suggestions on item titling and timing.

Submitted by: Dr. Janis Goldie, Chair
Steering Committee