Christine Crowe introduced Loanne Myrah who will be serving on this committee as the representative from the Centre for Continuing Education while Christine is on maternity leave.

1. **APPROVAL OF AGENDA**

   Brigham - Forsberg

   moved approval of the agenda as distributed. CARRIED

2. **APPROVAL OF MINUTES OF LAST MEETING – March 3, 2006**

   Riemer - Brigham

   moved approval of the minutes of the meeting of March 3, 2006 as distributed. CARRIED

3. **BUSINESS ARISING FROM THE MINUTES**

   There was no business arising from the minutes.

4. **OLD BUSINESS**

   There was no old business.

5. **NEW BUSINESS**

   5.1 Report from the Faculty of Science

   Saxton – Sharma

   moved approval of Motions 1 and 2 from the Faculty of Science as detailed in Appendix I, page 2 of the agenda material.

   There are problems with counseling Arts, Fine Arts and Science students. Students are counseled to retake courses they have failed but which will then not be counted if they return to the faculty. These students need to talk to the Faculty of Science before they retake courses. If a Faculty of Science student is required to discontinue and then goes to another faculty or institution to take other courses, they won’t be given credit for the courses they took while under suspension.

   There are two groups of students affected here: 1) students on an rtd who want to get back into Science, and, 2) students in another faculty who want to take and need Science courses. Some students obtain admission to Arts but really want to get back to Science or wherever they started.
It seems the current process is working. Why would we change it? The current process is not working, which is why these motions are being proposed. Students are claiming to have been given permission to take a Science course but there is nothing to verify verbal permission.

Information about students who have made a third attempt in Science is not available for other faculties to see.

Students whose transcript from another university shows they are on an rtd may not be given credit for any courses they may be permitted to take here.

Some students are taking courses at Athabasca and then want credit for the classes here as well as to have the marks transferred. This motion would be beneficial for these students.

Who will monitor this regulation? Students are responsible.

Students may go to Arts just to take courses to get back into another area. It is incumbent on Arts to advise the student they must change their goal, although they can’t really be stopped if they want to get into Arts.

Their letter could state that without permission they cannot receive credit for the courses taken in another faculty.

A friendly amendment was proposed for motion 2 to add the following statement as underlined: “Science courses taken without permission of the Assistant Dean (Undergraduate) of the Faculty of Science, while on on RTD from the Faculty of Science, at an institution…” AGREEED

“Indefinite” means a minimum of six terms but it is up to the committee if the suspension is longer.

The question was called on Motion 1. CARRIED (9 for; 1 against)

The question was called on Motion 2 as amended. CARRIED (10 for; 0 against)

5.2 Report from the Faculty of Kinesiology and Health Studies

1. Riemer – Crowe

moved that First Aid/ CPR be eliminated as a pre-requisite for KHS 400 and to eliminate First Aid/ CPR as a BKin requirement and a requirement for graduation. CARRIED

2. Riemer – Saxton

moved that students be permitted to substitute KHS 171 for KHS 170 in the BKin requirements; however, students may not receive credit for both courses. CARRIED

3. Riemer – Forsberg

moved that students who have failed more than 15 credit hours are not eligible for transfer to the Faculty of Kinesiology and Health Studies except with permission from the Office of the Associate Dean of Kinesiology.
A correction was noted in the rationale for Motion 3. It was noted that the period of time for a student to voluntarily sit out is “six consecutive terms” not “two semesters”.

It was also noted that readmission is not automatic.

The question was called on the Riemer-Forsberg motion. CARRIED

4. Riemer - Saxton

moved that KHS 488 (Seminar in Research Design) be approved as a major elective in all BKin majors. CARRIED

5. Riemer - Jesse

moved that the Bachelor of Kinesiology (Honours) program be approved as presented in Attachment I of Appendix II, pages 5-9 of the agenda material.

What do the acronyms RSAD, APA and FL stand for? RSAP is Recreation Sport Administration, APA is Adapted Physical Activity and FL is Fitness and Lifestyle.

Does this program require students to take more credit hours? No. Fifteen credit hours of the Field Work are replaced with course work and a thesis.

If students meet the average requirement, are they guaranteed a placement? No. They must have someone who is willing to take them.

What does the term ‘source out’ mean under the Application Process on page 5? It means that students have to find someone to take them. Could it be changed to read ‘seek out’, which would be a more understandable term? Yes this change could be made.

The question was called on the Riemer-Jesse motion. CARRIED

The remainder of the report as detailed on page 4 of Appendix II of the agenda material was noted for information.

5.3 Report from the Faculty of Arts

The RDWT courses as detailed in Appendix III, page 10 of the agenda material were noted for information.

Is there anything that excludes these courses from being accepted for credit? No.

Are they equivalent to ENGL 100? No, but they can’t be used in the English major.

Is this a good course for ESL students to take? It may be in the future; however, it is now only offered by the First Nations University of Canada.

Are these courses open electives and could they be taken after ENGL 100? Yes.

Do they have to be taken in a particular order? No.

Could students take either or both of these courses? Yes.
Can they be taken concurrently? Yes, if they are offered in the same semester.

These are not preparatory English courses.

6. **ITEMS FOR INFORMATION**

6.1 **Format for Submission of Course Synopsis for Inclusion with Agenda Material and Submission of Course Inventory Forms to Catalog**

The Registrar reported that the discussion is underway to separate out the system needs from the committee needs when reporting matters to the CCUAS. A template will be developed for submission of information.

The Registrar and the University Secretary will be meeting to discuss streamlining of information for submission to the CCUAS, Executive of Council and Senate.

The Association of Registrar’s of Universities and Colleges of Canada (ARUCC) is working on a calendar project regarding editing, uploading and publication of the web and print calendars. This project is being examined by the Registrar’s Office in consultation with Information Services.

The course inventory form will be eliminated as soon as a decision is made on how information needs to be presented to the various committee levels. This will ultimately reduce the quantity of material and the number of times edits are required. It is anticipated there will be a default form with schedule type and instructional delivery excluded. Further, information will be looking at the campus field and better definitions for on- and off-campus, which are not clear any more because of changing technologies. “Section” is another problem term that would be reviewed.

Will faculties be able to provide input into this discussion? Yes.

Will there be a program format or template for streamlining program information? Yes. The Registrar’s Office will be engaging academic areas in the design.

6.2 **Date of Next Meeting**

It was noted that the date for the next meeting is Tuesday, May 9, 2006 at 10:30 a.m. in the Boardroom, Fifth Floor, Administration/Humanities Building.

7. **CONCLUSION**

The meeting concluded at 1:45 p.m.