PRESENT: Katherine Arbuthnott, Mark Brigham (Chair), Lynn Cavanagh, Judy Chapman, Christine Crowe, Dawn Flood, Nick Forsberg, Mary Jesse, Richard Kleer, Brien Maguire, Harold Riemer, Satish Sharma, Glenys Sylvestre, Jeannette Teece (for Ruth Chambers)

REGRETS: Annette Revet

GUESTS: Donalda Kozlowski, Christine McBain

1. APPROVAL OF AGENDA

Forsberg - Jesse

moved approval of the agenda as distributed with the addition of the following item:

6.3 Report from the Registrar – Academic Policy Matters affected by the CUPE Labour Dispute. CARRIED

2. APPROVAL OF MINUTES OF THE LAST MEETING, November 7, 2007

Forsberg - Maguire

moved approval of the minutes of the meeting of November 7, 2007 as distributed. CARRIED

3. BUSINESS ARISING FROM THE MINUTES

All motions submitted to the November 28th Executive of Council meeting were passed.

3.1 Faculty of Arts response to the Revisions to «Les Programmes de Baccalaureat en Education (Bac)» (Item 5.2, point 8, page 5 of the minutes)

Because of the narrow window of opportunity for this report to be presented to the Faculty of Arts Curriculum Committee, there would be a followup report submitted at a later date.

4. OLD BUSINESS

4.1 Report from the Academic Schedule Sub-committee

No report.

5. NEW BUSINESS

5.1 Report from the Faculty of Arts

ITEMS FOR APPROVAL

1. Department of Anthropology

Kleer – Crowe

moved to revise the ANTH Major and Honours Major to include ANTH 401 and 402 as detailed in Appendix I, pages 2 and 3 of the agenda material. CARRIED
2. Health Studies Program

Kleer – Riemer

moved that the convocation hood for the Bachelor of Health Studies be trimmed with shamrock green outside trim, ultra white inside trim, and silver cord. CARRIED

3. Department of Sociology

Kleer – Jesse

moved to include SOC 240 among the Department’s “List A: Science, Culture & Knowledge” course offerings as detailed in Appendix I, pages 3 and 4 of the agenda material. CARRIED

4. Department of Justice Studies

Kleer – Chapman

moved to revise the Justice Studies and Police Studies programs as detailed in Appendix I, pages 4 and 5 of the agenda material. CARRIED

5. Department of History

i. Kleer – Flood

moved to revise the requirements for the BA in History, Urban History, History and Economics and the combined BEd/BA in History, as detailed in Appendix I, pages 5 to 8 of the agenda material, to require at least one 100-level HIST course.

These changes allow students to see more clearly the courses they are facing.

With the 100-level sequencing, can students do more than one topic or will they be considered repeats? The Faculty of Arts didn’t consider this. They wanted students to be able to take multiple topics but this would be difficult if only the section title could be changed.

It was agreed to table this motion, pending consultation by the Faculty of Arts with the Registrar. AGREED

ii. Kleer – Flood

moved to revise the requirements for the BA in History, Urban History, History and Economics and the combined BEd/BA in History, as detailed in Appendix I, pages 5 to 8 of the agenda material, to require a least one 400-level HIST course. CARRIED

This will be required of all History majors in the future.
6. International Studies Program

Kleer – Riemer

moved to revise the concentration in Development Studies as detailed in Appendix I, page 8 of the agenda material. CARRIED

These changes make it easier for students to have more choice.

7. Institut français

Kleer – Crowe

moved to create a concentration in Political Science as part of the Bachelor of Francophone Studies as detailed in Appendix I, pages 9 to 15 of the agenda material. CARRIED

8. Liberal Arts

Kleer – Crowe

moved to create a Liberal Arts Certificate as detailed in Appendix I, pages 15 and 16 of the agenda material and a Liberal Arts Diploma as detailed in Appendix I, page 16 of the agenda material.

These programs are structured in such a way as to provide increased accessibility and flexibility. The Distance Learning Division of the Centre for Continuing Education has also been involved in this development. Students are working towards a program, which provides a programmatic approach to Weekend University and services a number of markets. No additional finances are involved in mounting this program. Students who have already completed a BA degree cannot complete these programs but they could be used to ladder a student into a degree program.

Would graduates of these programs attend convocation? Yes. Students could complete and graduate from the programs through either the Faculty of Arts or the Centre for Continuing Education. Because the Certificate and the Diploma are separate programs, students would apply to graduate from each one.

These programs could help retention numbers.

Does this give incentive to bring back a three-year BA program? It could.

The question was called on the Kleer-Crowe motion. CARRIED

ITEMS FOR INFORMATION

Courses as detailed in Appendix I, pages 16 to 27 were noted for information.

The History 100-level courses as detailed in Appendix I, pages 19 to 21 of the agenda material were tabled pending the outcome of Item 5 i.

The deletion of HIST 100 as noted in Appendix I, page 27 of the agenda material should be deferred until resolution if the 100-level HIST courses has occurred.
5.2 Report from the Faculty of Business Administration

ITEM FOR APPROVAL

Sylvestre – Crowe

moved that the policy regarding Readmission of students to the Faculty of Business Administration, as detailed in Appendix II, page 28 of the agenda material, be added to the Undergraduate Calendar.

This clearly states the readmission policy. How does this affect students who have completed a significant portion of the program and voluntarily discontinue? These students would be readmitted to the Qualifying Program.

The question was called on the Sylvestre-Crowe motion. CARRIED

ITEM FOR INFORMATION

The removal of BUS 270 from the list of prerequisites to BUS 388 and addition to the list of prerequisites to BUS 488, as detailed in Appendix II, page 29 of the agenda material, was noted for information.

5.3 Report from the Faculty of Fine Arts

ITEMS FOR APPROVAL

1. Department of Visual Art
   a. Majors in Art History and Honours Art History

Teece – Cavanagh

moved that, for the BA in Art History and for the BA Honours program in Art History, the Arts and Science distribution requirements including the language requirement, and the fine arts elective requirements will remain the same. The major requirements will be reduced from 51 credit hours to 36 credit hours and the Open Electives will increase from 33 credit hours to 48 credit hours. Details are as presented in Appendix III, page 30 of the agenda material.

A major in a BA coming from Fine Arts is quite different from a normal BA.

Is 51 credit hours typical? No.

The question was called on the Teece-Cavanagh motion. CARRIED

b. Minors in Arts History and Focused Minor in Cultures of Display

Teece – Cavanagh

moved approval of the changes as detailed in Item b), i) and ii) of Appendix III, pages 30 and 31 of the agenda material.

Why is there a difference in numbers? These are very different topics.
Will this cause confusion for students? No, because there have always been different numbers.

The question was called on the Teece-Cavanagh motion. CARRIED

c. International Baccalaureate

Teece – Cavanagh

moved that courses completed at the higher level with a grade of 5 or better will be considered for transfer credit. Transfer credit is not awarded for courses taken at the standard level.

IB Course: Visual Arts
U of R Course: Portfolio requirement waived plus elective (3 credit hours) for majors, and a fine arts elective (3 credit hours) for non-majors.

CARRIED

ITEMS FOR INFORMATION

Course information, as detailed in Appendix III, pages 32 to 36 of the agenda material, was noted information.

Is the Department committed to long term sustenance of courses which have been changed to accommodate a faculty member’s expertise? The faculty is aware of this.

5.4 Report from the Faculty of Social work

The committee was unable to reach Ailsa Watkinson by phone. In absence of a representative from the Faculty of Social Work, the committee agreed to consider as many motions as possible.

1. Teece – Arbuthnott

moved that students who were previously admitted to the Certificate of Social Work (CSW) program complete all program requirements by April 30, 2009. This does not apply to the CSW program offered at Aurora College.

How will students be told that this is being done? There is a tight window to clean up the program. How are ‘students in-progress’ informed?

Chapman

moved that this motion be tabled pending attendance by a Social Work representative. CARRIED

2. This item was noted for information because it was the creation of a new course.

3. Crowe – Arbuthnott

moved that the Aurora College Certificate of Social Work (CSW) program be changed by deleting SOC 100 from the general university requirement and replacing it with ENGL 110.
There was concern about approving programs not associated with the University of Regina. More information is needed before the committee can vote on this motion.

Kleer – Riemer

moved that the motion be tabled.  CARRIED

4. Jesse – Sylvestre

moved that SW 350 (Anti-Oppressive Social Work Practice) be added as a required class for the Aurora Certificate of Social Work (CSW) program.

Kleer – Riemer

moved that the motion be tabled.  CARRIED

5.5 Report from the Centre for Continuing Education

Crowe – Riemer

moved that the Liberal Arts Certificate and the Liberal Arts Diploma offered through the Centre for Continuing Education (Credit Studies Division) in partnership with the Faculty of Arts be approved as detailed in Appendix V, pages 29 to 41 of the agenda material.  CARRIED

Although the calendar wording, which has been designed for marketing purposes, is slightly different, the programs are the same.

6. ITEMS FOR INFORMATION

6.1 Format for Submission of Reports to CCUAS, and Course Inventory Form

The Registrar’s Office is in the process of preparing a report outlining the format for submission of material to this committee and detailing what items should be submitted for approval versus for information. This report will be available for discussion at the January meeting.

6.2 Request for Submission of Teaching Schedules for Scheduling of Meetings for the 2008 Winter term

The meeting schedule was distributed prior to the meeting. It was agreed meetings would be held on Fridays as follows:

Friday, January 11, 2008 – Graduate Studies Boardroom, NR 110.3.
Friday, February 15, 2008 – Faculty of Arts Boardroom, CL 427.
March – no meeting.
Friday, April 11, 2008 – Ad/Hum 5th Floor Boardroom.
Friday, May 9, 2008 – Ad/Hum 5th Floor Boardroom.
Friday, June 13, 2008 – Ad/Hum 5th Floor Boardroom.

6.3 Report from the Registrar – Academic Policy Matters affected by the CUPE Labour Dispute

The Registrar handed out a report outlining current Registrar’s Office priorities and their impact. This report is attached to these minutes as Appendix I.

The immediate priorities are to end 200730 successfully and to start up 200810. Data corrections for submission of grades needs to be cleaned up. There is a
problem with getting grades in on time. WebMark entry (webmarkentry@uregina.ca) needs to be notified if grades must be late. A close audit of the class schedule must be done to identify problems. Contact Timetable@uregina.ca if problems are encountered.

Applications for Grade Reassessment – Because of the many Parts of Term (POTs), everyone must thoroughly check their desks to identify applications for withdrawal.

Appeals and end of term evaluations, awarding of scholarships, graduation, and RTDs are very challenging. Any major challenges or problems should be conveyed to the Registrar immediately. Transcripts may not have been reflected accurately because of grade changes.

Some areas may encounter big problems because of the CUPE staff absences. Contact Judy.Chapman@uregina.ca immediately if this is the case in your area.

Grade reassessment will have to be waived. The Registrar will probably assign a blanket W (Withdrawal) because the scope of the problem is not currently known.

200820 and 200830 don’t exist yet. Dates for registration is not governed by any policy, so these terms will be up later in January. There has been no admission activity for these terms as yet.

Will the time frame for areas that schedule their own classes be adjusted? Will deadlines be extended? This is not known yet. Registration may need to be compressed.

Registration statistics by credit hour were noted as well as the number of new and graduate admissions. How do these numbers compare to a year ago? This answer is unknown. There are three days of registration left. It appears numbers are down by approximately 10%.

7. CONCLUSION

The meeting concluded at 10:40 a.m.
APPENDIX I

6.3 Other Business (Council Committee on Undergraduate Studies and Admissions, December 5, 2007)

Current Registrar’s Office Priorities
First priority – end the 2007 Fall term
Second priority – start the 2008 Winter term

What this means…

1. Grade Submission: The system is ready to accept grades. We continue to update the 2007 Fall Schedule. We have had some requests to allow for late submission of grades given student access to labs, studios, etc. This has a significant impact on our ability to award scholarships, graduate our students, and evaluate end-of-term academic performance. Please advise webmarkentry@uregina.ca of the status of courses in your areas. We need to know if the grades must be late.

2. 2008 Winter Schedule: We continue to update the schedule. Please conduct a close review of your Faculty/Department schedules. A number of errors were made to accommodate registration. Fee assessment and room assignment could not be completed successfully under strike conditions. Send updates to Time.Table@uregina.ca

3. Applications for Grade Reassessment. We have a significant number of outstanding appeals that were not addressed during the strike. Communications and assumptions caused several misunderstandings. This has an impact on awards, graduation, and evaluation. Please check your desks and ensure that the Registrar’s Office is made aware of any Applications for Grade Reassessment in your area. Contact Judy.Chapman@uregina.ca These will receive priority attention given end-of-term and registration in 200810.

4. 2008 Spring/Summer and Fall: This would normally be 50-100% complete at this time. We have not begun. Advise your areas that work on 200820 and 30 will not begin until the new year.

5. Academic Performance: Please advise Judy.Chapman@uregina.ca of the challenges faced by your Faculty in the evaluation of academic performance for discontinuance and graduation for 2007 Fall and of your potential responses at this time.

6. 200810 statistics. As of last night we have 7797 students registered in 77,626 credit hours. 51% of those eligible to register have registered. We have 237 new admissions to undergraduate programs; 29 to graduate programs. 243 Faculty Transfers have been processed and 130 have renewed their applications. No admission activity has been completed for 2008 Spring/Summer or Fall.

Judy Chapman, Registrar