MINUTES OF A MEETING OF THE COUNCIL COMMITTEE ON UNDERGRADUATE ADMISSIONS AND STUDIES HELD FRIDAY, JUNE 13, 2008 AT 8:15 A.M. IN THE BOARDROOM, AD/HUM FIFTH FLOOR

PRESENT: Lois Adams (for Ailsa Watkinson), Katherine Arbuthnott, Lynn Cavanagh (Chair), Ruth Chambers, Christine Crowe, Sean Dunham, Dawn Flood, Nick Forsberg, Richard Kleer, Bev Liski (Recording Secretary), Brien Maguire, Annette Revet, Satish Sharma, Glenys Sylvestre, Florence Watson

REGRETS: Judy Amundson, Mark Brigham, Judy Chapman, Mary Jesse, Harold Riemer

GUESTS: Donalda Kozlowski and Steve Weild (Registrar’s Office)

1. APPROVAL OF AGENDA

Sylvestre - Kleer

moved approval of the agenda as distributed, with the following corrections:

• In Item 2, Approval of the Minutes of the Last Meeting, the date should be April 11, 2008, not February 15, 2008.
• The last point under Item 5 should have been numbered 5.5, not 5.2. CARRIED

2. APPROVAL OF MINUTES OF THE LAST MEETING, April 11, 2008

Maguire - Arbuthnott

moved approval of the minutes of the meeting of April 11, 2008 as distributed. CARRIED

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. OLD BUSINESS

4.1 Report from Academic Schedule Sub-committee

The report distributed with the agenda was reviewed. It was indicated that these are quite preliminary items and reflect ideas from the sub-committee’s last meeting. A survey has been completed and results should be published very soon. Formal motions will be presented to CCUAS in the fall. It is expected there will be a formal motion to eliminate classes during the WOW event as well as a motion for an earlier release of the class schedule for spring/summer and winter. The report gives a sense of how much schedules will change. Students will need to check this regularly.

Two corrections were noted as follows:

• Page 2, Information Item 2, the statement should read “Classes will be conducted during the WOW event on September 4, 2008.”

• Page 4, the first line of the note at the bottom of the page should read “Policy changes in registration dates and priorities will be recommended as part of.”

The rationale for Item #3 is not really clear. Students will come to rely on this. Changes will make students more distressed than less.

There is not a great deal of service being provided to students and the committee’s support of the report is lukewarm.
It may help choice for fall if students know about spring/summer early and it helps for advance planning.

Not all faculties know who they’re hiring, so scheduling by faculties isn’t always known early.

Students want more indication of who’s teaching classes so they can make informed choices.

Students want classes scheduled on the day of the WOW event.

5. **NEW BUSINESS**

5.1 Report from the Faculty of Arts

**ITEMS FOR APPROVAL**

1. Exceptions to the Second Language Requirement

   Kleer – Arbuthnott

   moved to revise when an exception to the core curriculum’s second language requirement may be granted, as detailed in Appendix II, page 5 of the agenda material.  

   CARRIED

2. Leadership and Dialogue, Deletion of Minor

   Kleer – Crowe

   moved to delete the minor in Leadership and Dialogue.

   Is deletion of the minor better than archiving the program? Yes.

   How many students are taking the minor and how will they transition? There are no students in the minor right now, so no transition is required.

   The question was called on the Kleer-Crowe motion.  

   CARRIED

3. Revision of Minor in English

   Kleer – Sharma

   moved to revise the minor to include HUM 206 and 260, as detailed in Appendix II, page 6 of the agenda material.  

   CARRIED

4. Dean’s Honours List

   Kleer – Crowe

   moved to revise the criteria for the Dean’s Honours List to make part-time students eligible as detailed in Appendix II, page 6 of the agenda material.

   Students taking classes part-time have a different kind of achievement. This was not seen as different.

   The question was called on the Kleer-Crowe motion.  

   CARRIED

5. Calculation of Honours Averages

   These changes will bring Honours in line with majors.
i) Kleer – Arbuthnott

moved to calculate the Honours Major GPA only on those courses required in the Honours subject, including approved electives and cognate courses, as detailed in Appendix II, page 7 of the agenda material. CARRIED

ii) Kleer – Arbuthnott

moved to exclude grades on courses transferred from other institutions from being used in the calculation of students' Honours PGPA and/or Major GPA, as detailed in Appendix II, page 7 of the agenda material. CARRIED

6. International Studies Program

Kleer – Flood

moved:

• to create an honours concentration in International Affairs as part of the BA Honours in International Studies, as detailed in Appendix II, pages 7 and 8 of the agenda material;
• to create an honours concentration in Development Studies as part of the BA Honours in International Studies, as detailed in Appendix II, pages 8 and 9 of the agenda material. CARRIED

7. RCMP Residency Requirement

Kleer – Crowe

moved to eliminate the $100 annual maintenance of status fee, as detailed in Appendix II, page 9 of the agenda material. CARRIED

8. Course Sequencing Regulation

Kleer – Arbuthnott

moved to delete the Faculty of Arts’ course sequencing regulation, as detailed in Appendix II, page 9 of the agenda material.

This can facilitate students to take a prerequisite after the course has been completed.

There was a concern expressed about repeating courses. Students can anticipate what’s coming.

The Faculty of Engineering requires students to have a 60% in Math courses before they can take the next course.

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

9. Program Revisions Resulting from Faculty of Science Statistics Course Changes

Kleer – Maguire

moved to revise the Combined Major in Statistics and Economics (Bachelor of Science), as detailed in Appendix II, pages 9 and 10 of the agenda material. CARRIED
ITEMS FOR INFORMATION

The items on the creation, revision, and deletion of courses, as detailed in Appendix II, pages 11-21 of the agenda material, as well as the Program and Courses Changes resulting from the revision of the Statistics Curriculum, as detailed in Appendix II, pages 21-24 of the agenda material, were noted for information, except for program changes regarding the Pre-Health Studies program, which were withdrawn pending approval by the Faculty of Kinesiology and Health Studies.

5.2 Report from the Faculty of Business Administration

ITEM FOR APPROVAL

Sylvestre – Revet

moved that BUS 306 (Ethical Issues in Business) be added to the list of core requirements for the BBA Program and that BUS 405 (Business, Government and Society) be removed from the list of core requirements for the BBA program. CARRIED

ITEM FOR INFORMATION

The change of course title for BUS 306, as detailed in Appendix III, page 25 of the agenda material, was noted for information.

5.3 Report from the Faculty of Education

ITEMS FOR APPROVAL

Revisions to Indigenous Education, First Nations University of Canada

Forsberg – Sharma

moved:

- that the following new subject codes, and as detailed in Appendix IV, page 27 of the agenda material be created: EIEA, EIND, EINH, EISE, and EIST for Indigenous Education effective 2009/20;
- that the sections of §12.13 Indigenous Education Programs – First Nations University of Canada in the undergraduate calendar be updated with the new subject codes, as detailed in Appendix IV, pages 27-31 of the agenda material. CARRIED

ITEMS FOR INFORMATION

The new, and deleted Indigenous Education courses, as detailed in Appendix IV, pages 31-34 of the agenda material, and the Program Renewal Courses, as detailed in Appendix IV, pages 34-39 of the agenda material, were noted for information.

5.4 Report from the Faculty of Fine Arts

ITEMS FOR APPROVAL

1. UNIV 101

Chambers – Kleer

moved that UNIV 101 be accepted for credit for the 2008-2009 academic year. CARRIED
Is this a permanent course? Yes.

How has this been received by students? A review has not yet been completed but the preliminary report is quite positive. The course is improving.

2. Department of Music

Chambers – Crowe

moved:

- that the revisions to Ensemble Requirements, as detailed in Appendix V, page 46 of the agenda material, be approved;
- that §14.13.8 Ensembles be changed as detailed in Appendix V, page 41 of the agenda material.

The program for BMusEd students shows one Ensemble/semester. Does this change mean this minimum now becomes two? This is believed to be the case. Should the BMusEd template in the Faculty of Education be changed to show two, as right now it doesn’t show any? The template for the BMusEd in the Faculty of Fine Arts will show two Ensemble requirements. The Department of Music and the Faculty of Education are meeting this afternoon and will discuss what should appear in the Education BMusEd template.

Ensembles have been an issue. Will this change impact students’ work loads and make them heavier? They will be heavier for students who have been doing only the minimum.

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

3. Department of Theatre - Bachelor of Arts (Three-Year Special)

Chambers – Forsberg

moved that THEA 323, 324, 333, 365AA-ZZ, 410 be added to the “6 Theatre chosen from THEA 120, 130, 140, 222, 231, 241, 243, 244, 251, 252, 261, 262.”

Why were these courses not originally part of the package? It is uncertain, but interest by students has expanded resulting in expanded options.

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

ITEMS FOR INFORMATION

The new, revised and deleted courses, as detailed in Appendix V, pages 42-45 of the agenda material, were noted for information.

5.5 Report from the Faculty of Science

ITEMS FOR APPROVAL

1. Residency and Transfer Credit Policy
Maguire – Arbuthnott

moved to revise the Residency and Transfer Credit policy (§16.3) to remove the line as indicated by the bold/strikethrough in Appendix VI, page 46 of the agenda material. CARRIED

2. Hood Colour for the Bachelor of Medical Laboratory Science degree

Maguire – Flood

moved to approve the hood colour of Teal outside and inside trim for the Bachelor of Medical Laboratory Science degree (the same as the other joint SIAST medical program, i.e. Bachelor of Medical Imaging). CARRIED

3. Time Limits, Graduation Requirements and Conferral of Degrees

Maguire – Forsberg

moved to add the following statement to §16.6 Time Limits, Graduation Requirements and Conferral of Degrees in the Undergraduate Calendar:

“Students follow the program that is in effect at the time of their most recent date of admission, transfer or readmission, but may choose to follow changes occurring after that date.” CARRIED

4. Natural Science Requirement

Maguire – Arbuthnott

moved to change the natural science requirement within the Bachelor of Science degree program, §16.9.1.1 (2008-2009 Undergraduate Calendar: Structure of the Program, as detailed in Appendix VI, pages 46 and 47 of the agenda material. CARRIED

5. Department of Biology

i) Maguire – Arbuthnott

moved to revise the BSc and BSc Honours Environmental Biology programs (joint program with SIAST, Woodland Campus), as detailed in Appendix VI, pages 47-49 of the agenda material. CARRIED

ii) Maguire – Arbuthnott

moved to create new Environmental Biology BSc and BSc Hons. programs (joint program with Lethbridge College – Renewable Resource Management diploma), as detailed in Appendix VI, pages 49-51 of the agenda material.

What is Lethbridge College? It is a college similar to SIAST. The Faculty of Science has been dealing with these students on a one-on-one basis over several years. This is a new entrance path.

The question was called on Maguire-Arbuthnott motion. CARRIED
iii) Maguire – Kleer

moved to change the Statistics requirements for the Biology BSc and BSc Hons programs to: STAT 100 and STAT 200, or STAT 160 and any STAT numbered 201+, or STAT 160 and BIOL 341, as detailed in Appendix VI, pages 51-59 of the agenda material. CARRIED

The following correction in the rationale was noted:

The last line should read “teach statistics in a way that is tailored…”

6. Department of Computer Science

i) Maguire – Kleer

moved to revised the CS/MATH Combined Major and Combined Honours Major to replace STAT 151 with STAT 160 or 200, as detailed in Appendix VI, pages 59-61 of the agenda material. CARRIED

ii) Maguire – Arbuthnott

moved that the note that appears in the box between CS 390-395 and CS 401 on page 31 of the 2008-2009 Undergraduate Course Catalog be changed to read as detailed in Appendix VI, page 61 of the agenda material. CARRIED

7. Department of Geology

Maguire – Forsberg

moved to approve the changes to the Minor in Geology, as detailed in Appendix VI, page 62 of the agenda material. CARRIED

8. Department of Chemistry and Biochemistry

Maguire – Arbuthnott

moved to approve the changes to the BSc Honours Biochemistry, BSc Biochemistry, BSc Biochemistry and Chemistry, as detailed in Appendix VI, pages 62-65 of the agenda material, to reflect the STAT course changes. CARRIED

ITEMS FOR INFORMATION

The course changes and deletions, as detailed in Appendix VI, pages 66 and 67 of the agenda material, were noted for information. One correction was noted in GEOL 396 as follows: The last sentence in the note should read “Students must advise the Geography Department of their intent to register…”

6. ITEMS FOR INFORMATION

6.1 Change of Membership

It was noted that Janelle Bennett will be replacing Christine Crowe while she is on parental leave.

This meeting marks the end of Mark Brigham’s term on the committee. The committee acknowledges Mark’s dedicated and responsible service to this
committee as chair over the past two years. His contribution has been invaluable.

Dr. Lynn Channing will be officially assuming the duties of chair effective July 1, 2008.

6.2 Schedule for Meetings for the Fall 2008 term and Call for Teaching and Meeting Schedules

Members were asked to send their teaching and meeting schedules to Bev Liski as soon as possible so the fall 2008 meeting schedule can be developed and released by the end of August.

7. CONCLUSION

The meeting concluded at 9:08 a.m.