1. APPROVAL OF AGENDA

   Riemer - Mobed

   It was agreed to approve the agenda as distributed with the addition of Item 5.7, Report from the Faculty of Social Work.

   CARRIED

2. APPROVAL OF MINUTES OF LAST MEETING – November 3, 2009

   The Chair thanked Dr. Cavanagh for acting as chair for the last meeting.

   Cavanagh - Riemer

   moved the approval of the minutes of the meeting of November 3, 2009 as distributed.

   CARRIED

3. BUSINESS ARISING FROM THE MINUTES

   There was no business arising from the minutes.

4. OLD BUSINESS

   4.1 Report from the RTD Sub-committee

   Several members of the RTD Sub-committee were present to speak to the report and participate in the discussion. Dr. Maguire, who chaired the sub-committee, reported that discussion of the report occurred at the faculty level. It was clear from the response that, although the report contained some good ideas, there would not be consensus on the content. Differences exist between faculties and the sub-committee could not find a "one size fits all" policy.

   Extensive discussion ensued and the following points were noted:
- Social Work thought this was a very good policy.
- Fine Arts felt there is a need for better retention and early intervention.
- Kinesiology and Health Studies indicated that the spirit of the report is exactly what is needed. There needs to be a more graduated approach to rtds. Current timelines need be reviewed to make them more individualized to students. Although there was not clear support for the actual details of the report, there was support for the set gpa minimum.
- There was an understanding of the need for uniformity within the current policies.
- Has there ever been an assessment of what all faculties are doing? No.
- It is clear there is a need for early intervention and it sounds like some faculties are already doing this.
- Problems with the current rtd policies occur when students transfer from one faculty to another. There is no latitude to do what would be best practice because of the university-wide framework.
- The proposed regulations were reviewed by the Council Committee on Student Appeals in addition to all faculties, so the report has been reviewed at a lot of levels internally. The need for early intervention and retention was clear. It is not good to use rules as a means to excessively punish students.
- The sub-committee was deliberate in not wanting to tweak existing regulations. Rather, it reviewed best practices at other universities to develop the regulations contained in the proposed policy.
- There is a sentiment of agreement with the spirit of the report. Perhaps existing regulations could be modified to reflect this spirit.
- There has to be some latitude for individual faculties.
- Significant resources would be required to develop Banner capability to support the spirit of this policy. Some things are not easily done within the Banner system, such as calculation of program gpas.
- There was objection to scripted steps for a university-wide rtd policy. Is a university wide policy needed? Perhaps we need clarity regarding document issues and academic misconduct. Specifically how do we react and what is the treatment?
- More consistency is needed from faculty to faculty. This can be provided as long as there is some flexibility.
- We need to define and be clear about what is used to determine an rtd. There needs to be a common framework and clarity. It is hard for students to understand changes in performance regulations from faculty to faculty. These regulations need to be transparent and uniform.
- Are there inconsistencies between faculties? Yes.
- Current university regulations have no flexibility. This needs to be addressed in an effort to provide more leniency.
- Faculties don’t want to have their regulations ignored or removed because some of them are working well.
- Some questions that need to be asked are: Where do students go who are rtd from a faculty? What are the transfer deadlines? How are the needs of students who are not meeting university criteria being met?
- Mandatory advising and holds on registration are a problem. There are too many holes in the proposed policy.
- The onus is on students to know what the regulations are as they affect their progress.
- Transferability between faculties is an issue because there are unrealistic expectations on students to improve their academic record.
- Regulations should be based on progress and demonstrated improvement. Whether this is done semester by semester or year by year needs to be determined.
- If there is an issue regarding transfers between faculties, maybe this is what should be addressed.
- The current policy is not clear with regard to failing. An rtd on courses less that 15 credit hours could eliminate some of the ambiguity.
- There was concern about students from professional faculties moving to Arts when they aren’t doing well. Assumptions are being made about the rigor of our programs and the quality of our graduates. Standards are needed for this and it is important for university standards to be maintained while meeting faculty criteria. Faculty criteria should not take precedence over university standards.
- Faculties currently have a lot of discretion.
- Are there retention initiatives that might impact these regulations?
- Could faculties adopt these regulations if they wished? Yes.
- Minimums are too restrictive.
- Could the credit hours tied to probation be changed?
- Fifteen credit hours of probation is too short.
- There appears to be consensus regarding the “big key” issues. Some are easy fixes.

The chair presented the following options for the committee in terms of the next course of action:
- table the report.
- vote on the report.
- create a new committee.
- refer the report back to the sub-committee.
- receive the report and disband the committee.

Riemer – Pearce

moved:

- that the sub-committee report and comments be received;
- that sub-committee members be thanked for their hard work, and the committee be disbanded;
- that a new sub-committee be established to bring forward specific recommendations within three months with regard to the rtd policy;
- that comments of the CCUAS be considered when new policies are being developed.

CARRIED

Two sections that the sub-committee should review are 5.12.4 and 5.12.5.

Membership of the new RTD Regulations Sub-committee will comprise Christine Crowe, Glenys Sylvestre, representatives from each of the Faculty of Arts, First Nations University and the Registrar’s Office, and others as the committee deems necessary. Michelle Beitel indicated her willingness to serve on the new committee.

AGREED
5. NEW BUSINESS

5.1 Report from the Faculty of Arts

ITEMS FOR APPROVAL

1. Sharpe – Jesse

moved that students must declare their concentration with the BHJ prior to or upon completing 33 credit hours and include JS 210, as detailed in Appendix II, page 9 of the agenda material.

CARRIED

2. Sharpe – Crowe

moved:

- to revise the minor in Nakota Language Studies;
- to create a minor in Dakota Language Studies; and,
- to create a minor in Dene Language Studies

as detailed in Appendix II, page 10 of the agenda material.

CARRIED

3. Sharpe - Riemer

moved:

- to revise the wording of 10.37.1 from “Areas for Sociology majors” to “Areas in the Sociology program” and to delete the words “List A”, “List B”, “List C”, “List D”, and “List E”;
- to remove SOC 485 from all Area lists;
- to create a new section titled and outlining “Foundations of Sociology”;
- to add SOC 307 and 308 to the “Foundations of Sociology”;
- to revise the BA major in Sociology;
- to revise the BA Honours Major in Sociology; and,
- to revise the minor in Sociology

as detailed in Appendix II, pages 12-14 of the agenda material.

CARRIED

It was pointed out that the new KHS courses will need to be incorporated into programs affected by these changes.

4. Sharpe – Pearce

moved to revise the BA Major, Honours Major and Minor in Indigenous Studies as detailed in Appendix II, pages 16-18 of the agenda material.

CARRIED

5. Sharpe – Riemer

moved to permit Arts students the option to complete a minor in Kinesiology as detailed in Appendix II pages 19 and 20 of the agenda material.

CARRIED

6. Sharpe – Jesse

moved to approve the policy recognizing student’s prior learning as detailed in Appendix II, page 20 of the agenda material, with the following corrections:
• Remove “transfer” from the fourth paragraph, line 1, and from the fifth paragraph, line 1.

CARRIED

7. Sharpe – Riemer

moved jointly by the Faculty of Arts, Faculty of Kinesiology and Health Studies and First Nations University of Canada to form four new articulation agreements between the Bachelor of Health Studies program and the Health Information Management, Advanced Care Paramedic, Cytotechnology and Combined Lab and X-Ray Technology programs at SIAST, with the requirements as detailed in Appendix II, page 20 of the agenda material.

CARRIED

ITEMS FOR INFORMATION

The items as reported in Appendix II, pages 23-40 of the agenda material were received for information.

5.2 Report from the Faculty of Engineering

ITEMS FOR APPROVAL

1. Palmer – Jesse

moved:

• that ENGG 140 (Mechanics for Engineers – Statics) be removed as an alternate to PHYS 109 (General Physics I), effectively immediately;
• that STAT 151 (Statistical Methods I) or STATS 289 (Statistics & Numerical Analysis for Engineers) be replaced with STAT 160 (Introductory Statistics), effective immediately;
• that ENEV 320 (Introduction to Environmental Systems Engineering) be replaced with ENEV 223 (Engineering, Environment, and Society), effective immediately;

as detailed in Appendix III, pages 42-44 of the agenda material.

CARRIED

What about the Chemistry changes? These reflect the changes previously presented by the Faculty of Science and do not require approval as they are considered ‘forced’ changes.

2. Palmer – Sylvestre

moved that ESE electives, ENEL 497 (Directed Study) and ENEL 437 (Risk & Industrial Safety) be deleted from the elective list as detailed in Appendix III, pages 43-46 of the agenda material.

CARRIED

ITEMS FOR INFORMATION

The items as reported in Appendix III, pages 46-48 of the agenda material were received for information.
5.3 Report from the Faculty of Fine Arts

ITEM FOR APPROVAL

Bennett – Cavanagh

moved that, under 14.2 Admission, Re-Admission and Transfer, the regulation regarding time limits for completing discontinued programs, as detailed in Appendix IV, page 49 of the agenda material, be added as section 14.2.1.

CARRIED

5.4 Report from the Faculty of Kinesiology and Health Studies

ITEM FOR APPROVAL

Riemer – Sharpe

moved to approve the minor in Kinesiology as detailed in Appendix V, page 50 of the agenda material. This minor is not available to BKin students.

CARRIED

5.5 Report from the Centre for Continuing Education

1. Crowe – Sylvestre

moved that administrative and academic responsibility for ACAD 100 be transferred from the Student Development Centre to the Centre for Continuing Education.

CARRIED

2. Crowe – Riemer

moved that Foundations of Mathematics 30, Apprenticeship and Workplace Mathematics 30, Pre-Calculus 20, and Pre-Calculus 30 be included as acceptable mathematics courses for admission to the Centre for Continuing Education, as detailed in Appendix VI, page 52 of the agenda material, effective Fall 2013.

CARRIED

5.6 Revision to Regulation regarding Deferral of Final Examinations and/or Term Work

Liski – Mulvale

moved that the regulation regarding deferral of final examinations and/or term work, Section 5.7.1 of the Undergraduate Calendar, be revised as detailed in Appendix VII, page 53 of the agenda material.

CARRIED

5.7 Report from the Faculty of Social Work

This report was electronically distributed prior to the meeting but not as part of the formal agenda. For the official record, it is attached to these minutes as Appendix I.
ITEMS FOR APPROVAL

1. Mulvale – Crowe
   moved to remove from the Calendar section 17.8.2.2 "SW 346 and SW 347 should be taken prior to further SW courses" as detailed in Appendix I, page of these minutes.
   CARRIED

2. Mulvale – Jesse
   moved to remove from the Calendar section 17.8.2.2 the requirement that "Prerequisites for SW 348 (Practicum I) are the completion of SW 390 and 12 other SW credit hours" and replace it with "SW 348 requires SW 346, SW 390 and 9 other SW credit hours" as detailed in Appendix I, page 9 of these minutes.
   CARRIED

3. Mulvale – Riemer
   moved to remove from Calendar section 17.8.2.2, “SW 348 to be taken concurrently with or following SW 346 (completed SW 346 can be included in the 12 completed SW credit hours)” as detailed in Appendix I, page 9 of these minutes.
   CARRIED

4. Mulvale – Crowe
   moved to change Calendar section 17.2.1 to reflect “that students not in the Bachelor of Social Work program will be limited to successfully completing a maximum of 4 social work courses”.
   CARRIED

5. Mulvale – Crowe
   moved to change Calendar section 17.2.1 to reflect that students be limited to a maximum of 12 credit hours of Social Work courses, either as U of R courses or transfer credit from another institution, before being admitted to the Bachelor of Social Work (BSW) program.

   This change is to correct the discrepancy between transfer regulations for students from other institutions and students from other programs within the University of Regina.

   Would this limit transfer from First Nations University, such as from the BISW program? No. University regulations would apply, which is 12 credit hours.

   The question was called on the Mulvale-Crowe motion.
   CARRIED
   (1 abstention)

6. Mulvale - Riemer
   moved to remove from Calendar section 17.5.2.2, “If at any point in the program, a student’s GPA in social work courses drops below 70.00%, a conference may be held with the student to assess his or her academic situation.” and replace it with:
“At any point in the program, if a Bachelor of Social Work student’s GPA in social work courses drops below 70.00%, a conference may be held with the student to assess his or her academic situation.”

Who would provide counselling for students in the Social Work Qualifying program? Social Work could do this on an informal basis if necessary.

Students in the Social Work Qualifying program are social work students and therefore Social Work should be responsible for providing counseling to these students.

Is the percentage for Social Work graduation 70%? Yes.

The mover and seconder agreed to withdraw the motion and refer it back to the Faculty of Social Work for further consideration.

AGREED

7. Mulvale – Crowe

moved to add to Calendar section 2.4.1.1 that, effective for the Fall 2013 admission, Apprenticeship and Workplace Mathematics, Foundations of Mathematics 30, Pre-calculus 20, and Pre-calculus 30 be added as acceptable mathematics courses for admission to the Faculty of Social Work.

CARRIED

6. ITEMS FOR INFORMATION

6.1 CCUAS Meeting Schedule for Winter 2010

The following meeting schedule for the Winter 2010 term has been developed, distributed and posted to the CCUAS website http://www.uregina.ca/registrar/doc/ccuas/2010/MeetingSchedule.pdf

<table>
<thead>
<tr>
<th>Day</th>
<th>Month &amp; Date</th>
<th>Time</th>
<th>Location</th>
<th>Room #</th>
<th>Deadline for Agenda Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday</td>
<td>January 14th</td>
<td>1:00 – 3:00 p.m.</td>
<td>FGSR Boardroom</td>
<td>NR 110.3</td>
<td>4:30 p.m., Tuesday, January 5th</td>
</tr>
<tr>
<td>Thursday</td>
<td>February 11th</td>
<td>9:00 – 11:00 a.m.</td>
<td>FGSR Boardroom</td>
<td>NR 110.3</td>
<td>4:30 p.m., Tuesday, February 2nd</td>
</tr>
<tr>
<td>Thursday</td>
<td>April 8th</td>
<td>10:00 a.m. – 12:00 noon</td>
<td>AH 5th Floor Boardroom</td>
<td>AH 527</td>
<td>4:30 p.m., Tuesday, March 30th</td>
</tr>
<tr>
<td>Thursday</td>
<td>May 13th</td>
<td>10:00 a.m. – 12:00 noon</td>
<td>AH 5th Floor Boardroom</td>
<td>AH 527</td>
<td>4:30 p.m., Tuesday, May 4th</td>
</tr>
<tr>
<td>Thursday</td>
<td>June 3rd</td>
<td>9:00 – 11:00 a.m.</td>
<td>AH 5th Floor Boardroom</td>
<td>AH 527</td>
<td>4:30 p.m., Tuesday, May 25th</td>
</tr>
</tbody>
</table>

7. CONCLUSION

Bennett - Riemer

moved conclusion of the meeting at 2:33 p.m.

CARRIED
MEMORANDUM

DATE: November 27, 2009

TO: Bev Liski
Registrar’s Office

FROM: Dr. James Mulvale
Associate Dean
Faculty of Social Work

RE: Faculty of Social Work updates

Effective September 2010, the following has been approved and passed by the Faculty and Student Council, Faculty of Social Work. They are being submitted to CCUAS for approval.

ITEMS FOR APPROVAL

MOTION 1. To remove from the Calendar section 17.8.2.2 “SW346 and SW347 should be taken prior to further SW courses.”

Rationale: We recommend SW100 and SW202 to be taken prior to admission to BSW Program, as courses covering foundation knowledge in Social Work.

MOTION 2. To remove from the Calendar section 17.8.2.2 the requirement that “Prerequisites for SW348 (Practicum I) are the completion of SW390 and 12 other SW credit hours” and replace with “SW348 requires SW346, SW390 and 9 other SW credit hours.”

Rationale: SW346 is an introductory Practice class, which will be beneficial to students going into their mini practicum, SW348.

MOTION 3. To remove from Calendar section 17.8.2.2, “SW348 to be taken concurrently with or following SW346 (completed SW346 can be included in the 12 completed SW credit hours).”

Rationale: SW346 is an introductory Practice class, which will be beneficial to students going into their mini practicum, SW348 (same rationale as in Motion 2, and consistency in calendar).

<table>
<thead>
<tr>
<th>17.8.2.2</th>
<th>BSW Requirements</th>
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<tbody>
<tr>
<td>Credit hours</td>
<td>BSW Required Courses</td>
</tr>
<tr>
<td>3.0</td>
<td>ENGL 100</td>
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<tr>
<td>3.0</td>
<td>INDG 100</td>
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<tr>
<td>3.0</td>
<td>PSYC 101</td>
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<td>3.0</td>
<td>SOC 100</td>
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<td>3.0</td>
<td>INDG 101</td>
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<td>3.0</td>
<td>WMST 100</td>
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<tr>
<td>3.0</td>
<td>Two Sociology 200-level or higher courses</td>
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</tbody>
</table>
### APPENDIX I

<table>
<thead>
<tr>
<th>3.0</th>
<th>Twelve Electives - university courses at the 100 level or higher. May include up to 9 credit hours of SW courses.</th>
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**TOTAL General University Studies credit hours:**

<table>
<thead>
<tr>
<th>SOCIAL WORK STUDIES</th>
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<tbody>
<tr>
<td>3.0</td>
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</table>

| 3.0 | Five SW electives |
| 3.0 |                                                                 |
| 3.0 |                                                                 |
| 3.0 |                                                                 |

| 6.0 | SW 348 |
| 15.0 | SW 448 |

**TOTAL SW credit hours:**

<table>
<thead>
<tr>
<th>TOTAL credit hours for BSW:</th>
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<tbody>
<tr>
<td>120.0</td>
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</tbody>
</table>

- SW 346 and 347 should be taken prior to further SW courses.
- SW 346 must be completed prior to or concurrently with SW 347.
- Prerequisites for SW 348 (Practicum I) are the completion of SW 390 and 12 other social work credit hours. SW 348 requires SW 346, SW 390 and 9 other SW credit hours. SW 348 to be taken concurrent with or following SW 346 (completed SW 346 can be included in the 12 completed social work credit hours).
- SW 451 and SW 469 are not recommended as a first SW course.
- Prerequisites for SW 448 (Practicum II) are the completion of SW 100, SW 346, SW 347, SW 348, SW 350, SW 390, SW 451, SW 460 and SW 469.

**MOTION 4.** To change Calendar section 17.2.1 to reflect “that students not in the Bachelor of Social Work program will be limited to successfully completing a maximum of 4 social work courses”.

**Rationale:** Current Calendar excludes the possibility of students repeating social work class(es) to improve their grade, before being admitted into the Bachelor of Social Work (BSW) program.

**MOTION 5.** To change Calendar section 17.2.1 to reflect that we limit students to a maximum of 12 credit hours of Social Work courses, either as U of R courses or transfer credit from another institution, before being admitted to the Bachelor of Social Work (BSW) program.

**Rationale:** Students taking transfer credit from other institutions can transfer up to 15 credit hours of social work courses to UofR, while students studying at the UofR are limited to taking 12 credit hours social work courses before being admitted into the Bachelor of Social Work (BSW) program.

**CURRENT CALENDAR ENTRY**

17.2.1 **ADMISSION TO THE UNIVERSITY**
Students who have attempted fewer than 24 credit hours of university courses will be admitted based on the high school admission criteria. Students who have attempted 24 or more credit hours of university courses must have a minimum university grade point average of 60% or a completed baccalaureate degree. All students who designate social work as their program of study on the application form will be admitted to the category of Social Work Qualifying.
APPENDIX I

Students requesting to transfer from another University of Regina Faculty to the Faculty of Social Work will also be admitted to Social Work Qualifying. While not in the BSW program, students will be limited to attempting four social work courses. Failed/NP/WF classes are included in the four SW classes which qualifying and non-BSW students are permitted to take. The application to the BSW program is the second admission step. The prerequisite for all social work courses, except SW100 and SW 202, is 30 credit hours of university credit, including transfer credit.

PROPOSED CALENDAR ENTRY

17.2.1 ADMISSION TO THE UNIVERSITY

Students who have attempted fewer than 24 credit hours of university courses will be admitted based on the high school admission criteria. Students who have attempted 24 or more credit hours of university courses must have a minimum university grade point average of 60% or a completed baccalaureate degree. All students who designate social work as their program of study on the application form will be admitted to the category of Social Work Qualifying. Students requesting to transfer from another University of Regina Faculty to the Faculty of Social Work will also be admitted to Social Work Qualifying. Students are limited to a maximum of 12 credit hours of Social Work courses, either as U or R courses or transfer credit from another institution, before being admitted to the Bachelor of Social Work (BSW) program. The application to the BSW program is the second admission step. The prerequisite for all social work courses, except SW100 and SW 202, is 30 credit hours of university credit, including transfer credit.

MOTION 6. To remove from Calendar section 17.5.2.2, “If at any point in the program, a student’s GPA in social work courses drops below 70.00%, a conference may be held with the student to assess his or her academic situation.”

And replace with:
“At any point in the program, if a Bachelor of Social Work student's GPA in social work courses drops below 70.00%, a conference may be held with the student to assess his or her academic situation.”

Rationale: This review is meant to apply to students already in the BSW program, not to students who are registered as Social Work Qualifying students.

17.5.2.2 Faculty Regulations

1. If, at any point in the program, a student’s GPA in social work courses drops below 70.00%, a conference may be held with the student to assess his or her academic situation. At any point in the program, if the Bachelor of Social work student's GPA in social work courses drops below 70.00%, a conference may be held with the student to assess his or her academic situation. The Academic Program Advisor and the student may develop a work plan to address the situation. The Faculty will either permit the student to continue in the program on a conditional basis, or require the student to discontinue. For the CSW program, students must achieve an overall GPA of 70% on all courses contributing to the certificate.

MOTION 7. To add to Calendar section 2.4.1.1, that effective for the Fall 2013 admission, Apprenticeship and Workplace Mathematics, Foundations of Mathematics 30, Pre-calculus 20, and Pre-calculus 30 be added as acceptable mathematics courses for admission to the Faculty of Social Work.

Rationale: The question of which secondary school Math requirement to specify as part of the FSW admissions criteria was referred to colleagues who teach our Research Methods course (SW 451). They recommended that this ‘basic’ level of math sufficed. Of course some students may exceed this minimum (e.g. by having calculus).