PRESENT: Melissa Blackhurst, Robin Evans, Mary Jesse, Cameron Louis, Jamie Mellor (Recording Secretary), John Metcalfe, Nader Mobed, Gary Morin, James Mulvale, Frank Obrigewitsch, Annette Revet, Harold Riemer, Heather Ryan, Ang Saweczko, Glenys Sylvestre, Robert Truszkowski (Chair), Lynn Wells

GUESTS: None

REGRETS: Allan Patenaude, Wes Pearce, Nick Ruddick, Satish Sharma, John Smith

1. APPROVAL OF AGENDA

Nader - Mulvale

Moved approval of the agenda as distributed with the following addition and correction:

- Addition: Add as Item 3.1, Awarding of Institutional Honours, Mention Bilingue (Item 5.4 of February 13, 2012 minutes).
- Correction: In Item 5.2, Appendix “II” should be Appendix “I”.

CARRIED

2. APPROVAL OF MINUTES OF LAST MEETINGS

2.1 January 6, 2012
2.2 February 13, 2012

Nader – Louis

Moved approval of the minutes of the meetings of January 6 and February 13, 2012 as distributed with the following corrections to the February 13th minutes:

1. Page 1, point 3.1, in the second point from the bottom, ‘successfully’ should be changed to ‘successful’.
2. Page 3, point 2, under 5.6.3 Examination Scheduling; the third line should read: “than 10% in the total evaluation of the course will not be scheduled for on-”
3. Page 4, the fourth paragraph should be deleted.
4. Page 7, Item 5.4, the heading should be corrected to read: “Item for Discussion – Awarding of Institutional Honour, Mention Bilingue”.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

3.1 Awarding of Institutional Honours, Mention Bilingue (Item 5.4 of February 13, 2012 minutes)

It was agreed to defer consideration of this item to the next meeting at which the University Secretary is present.

AGREED

4. OLD BUSINESS

4.1 Reports from Task Forces, Commissions or Sub-committees

4.1.1 Commission to Review Fresh Start Program
No report.

4.1.2 Sub-committee to Review Work Load around Examination Period
No report.

4.1.2 University Regulations Sub-committee
No report.

5. NEW BUSINESS

5.1 Item for Discussion – Third Party Authorization to Act on Behalf of Applicant to U of R

The Associate Dean of Social Work asked that this item be added to the agenda for discussion by CCUAS members.

Does the University have a form authorizing a third party to act on behalf of a student? The Registrar’s Office does not have such a form and wouldn’t approve one for use.

A third party authorization form was found on-line on the Scholarships and Awards site.

The Admissions Office uses a third-party authorization form but its use is controlled with a start and end date.

The Registrar would want to seek legal advice with regard to use of such a form due to privacy laws. He would also want to see its use constrained for a timeline and/or end date.

5.2 Timetable Renewal – Presentation

A presentation of the Timetable Renewal project was given by the Registrar.

A pilot was done with the Faculties of Arts and Education. This is the next step from basically taking all the information out of the Calendar. The expected completion date for the project is fall 2014.

The Steering Committee can take concerns or issues around instructors.

The university as a whole needs to be on board with this initiative. Instructors may have issues with what time they teach due to research or family commitments, but, ultimately, this implementation will be to the benefit of the students.

Would the Faculty of Nursing be able to use this for combined scheduling between SIAST and the University of Regina? The Registrar was confident that this was achievable.

Graduate level courses will be incorporated later.

The system will allow more functionality around FNUniv and Saskatoon separately because parameters can be set for off-campus space.

5.3 Report from the Faculty of Science

ITEMS FOR APPROVAL

1. Department of Biology

Nader – Ryan

Moved to change the Statistics requirements for the BSc in Biology, BSc Honours in Biology, BSc in Biology, Cellular and Molecular Biology Area of Concentration, BSc Honours in Biology, Cellular and Molecular Biology Area of Concentration, BSc in Biology, Ecology and Environmental biology Area of
Concentration, and the BSc Honours in Biology, Ecology and Environmental Biology Area of Concentration from “STAT 100 and STAT 200 or STAT 160 and STAT 201 or higher, or STAT 160 and BIOL 341” to “STAT 100 and STAT 200”, as detailed in Appendix I, pages 13-21 of the agenda material.  

CARRIED

2. Department of Chemistry & Biochemistry

Nader – Sylvester

Moved to change the number of work terms required to receive the Co-op designation upon graduation from four to three with the fourth work term being optional, as detailed in Appendix I, pages 22 and 23 of the agenda material.

CARRIED

3. Department of Mathematics and Statistics

3.1 Nader – Wells

Moved to replace the current Table of Equivalent Courses and Prerequisites at the end of §16.17.1 in the Undergraduate Calendar, as detailed in Appendix I, pages 23 and 24 of the agenda material.

CARRIED

3.2 Nader – Ryan

Moved that the Secondary BEd Program Mathematics Major (EMTH) be revised as detailed in Appendix I, page 24 of the agenda material.

CARRIED

3.3 Nader – Ryan

Moved to approve the 5 year Mathematics Major Program resulting in two degrees: the BEd and BSc Mathematics (EMTI) (150 credit hours).

This change is the result of a curriculum review resulting in the degree being put back to a combined program. It is primarily house-keeping.

The question was called on the Nader-Ryan motion.

CARRIED

4. Department of Computer Science

4.1 Nader – Ryan

Move to make changes to the Software Systems Development Program as detailed in Appendix I, pages 26 and 27 of the agenda material.

CARRIED

ITEMS FOR INFORMATION

The new, changed and deleted courses, as detailed in Appendix I, pages 28-33 of the agenda material, were received for information.

6. ITEMS FOR INFORMATION

6.1 Date of Next Meeting and Deadline for Submission of Agenda Material

This information was noted.

7. CONCLUSION

The meeting concluded at 2:16 p.m.