DATE: September 4, 2012

TO: All Members of the Council Committee on Undergraduate Admissions and Studies

FROM: Bev Liski, Associate Registrar, Academic Policy Services and Ceremonies

RE: NOTICE OF MEETING

AGENDA

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES OF LAST MEETING, June 14, 2012

3. BUSINESS ARISING FROM THE MINUTES

4. OLD BUSINESS
   4.1 Reports from Task Forces, Commissions or Sub-committees
       4.1.1 Commission to Review Fresh Start Program
       4.1.2 Sub-committee to Review Work Load around Examination Period
       4.1.3 University Regulations Sub-committee
   4.2 Awarding of Institutional Honours, Mention Bilingue

5. NEW BUSINESS
   5.1 Report from the Faculty of Business Administration, Appendix I, p. 2
   5.2 Report from the Faculty of Engineering and Applied Science, Appendix II, p. 9
   5.3 Report from the Faculty of Nursing, Appendix III, p. 12
   5.4 Report from the Faculty of Science – Geology Motion, Appendix IV, p. 13
   5.5 Report from the University Secretary re: Academic Holds, Appendix V, p. 14
   5.6 Faculty of Arts - Items for Discussion – from the Associate Dean of Arts
       5.6.1 Do we need a regulation forbidding students from registering in more than
            one class taught at the same time?
       5.6.2 Dropping Students from Classes for Non-Attendance

6. ITEMS FOR INFORMATION
   6.1 Date of Next Meeting and Deadline for Submission of Agenda Material
       The next meeting of the CCUAS will be held Friday, October 12th at 1:30 p.m. in
       NR 110.3. The deadline for submission of agenda items is Thursday, October
       4th.

7. CONCLUSION
ITEMS FOR INFORMATION

The Faculty of Business Administration submits and offers for information the following changes to courses which were approved by the Faculty of Business Administration Council.

Course Changes (See Appendix A for revised calendar descriptions)

BUS 413

Change the prerequisites for BUS 413 (Marketing Research) from “BUS 210 (or ADMN 210) and STAT 100 (or STAT 151)” to “STAT 100 and any one of BUS 310 (or ADMN 310) or BUS 312 (or ADMN 312) or BUS 314” effective 201310.

Rationale:

The marketing area group has requested that the prerequisites for BUS 413 be changed to add a 300-level marketing course. The marketing area group believes that students in BUS 413 would benefit from more marketing knowledge before studying about marketing research.

There are three 300-level marketing courses – BUS 310 (Strategic Marketing), BUS 312 (Consumer Behaviour), and BUS 314 (Entrepreneurial Marketing). The members of the marketing area group agree that any of these would be an appropriate course to meet the objective of more marketing knowledge before studying about marketing research. BUS 210 (Introduction to Marketing) is a prerequisite for each of these courses and can be removed as a prerequisite for BUS 413.
APPENDIX I

BUS 100, BUS 210, BUS 250, BUS 270, BUS 275, BUS 288, BUS 290, BUS 306, BUS 307

Change the note for BUS 100 as shown effective 201310.

<table>
<thead>
<tr>
<th>Current BUS 100 note:</th>
<th>Revised BUS 100 note:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Note: Course may be taken only by Business Administration Qualifying students and Excellence students in their first 30 credits of university studies. Students may not receive credit for both BUS 100 and ADMN 100.</td>
<td>Note: Students who have received credit for more than two of BUS 210 (or ADMN 210), BUS 250 (or ADMN 250), BUS 270 (or ADMN 270), BUS 275 (or ADMN 275), BUS 288 (or ADMN 288), BUS 290 (or ADMN 290), BUS (or ADMN) course numbered 300 or higher may not take or receive credit for BUS 100. Students may not receive credit for both BUS 100 and ADMN 100.</td>
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</tbody>
</table>

Change the prerequisites for the following courses as shown effective 201310.

<table>
<thead>
<tr>
<th>Course</th>
<th>Current prerequisite</th>
<th>Revised prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 210 (ADMN 210)</td>
<td>BUS 260 or ADMN 260 (concurrent enrolment is allowed)</td>
<td>BUS 100 (or ADMN 100) and BUS 260 (or ADMN 260). Concurrent enrolment is allowed in BUS 260.</td>
</tr>
<tr>
<td>BUS 250 (ADMN 250)</td>
<td>BUS 260 (or ADMN 260)</td>
<td>BUS 100 (or ADMN 100) and BUS 260 (or ADMN 260).</td>
</tr>
<tr>
<td>BUS 270 (ADMN 270)</td>
<td>MATH 103 and STAT 100</td>
<td>BUS 100 (or ADMN 100), MATH 103, and STAT 100.</td>
</tr>
<tr>
<td>BUS 275 (ADMN 275)</td>
<td>MATH 103 and STAT 100</td>
<td>BUS 100 (or ADMN 100), MATH 103, and STAT 100.</td>
</tr>
<tr>
<td>BUS 288 (ADMN 288)</td>
<td>BUS 285 (or ADMN 285)</td>
<td>BUS 100 (or ADMN 100) and BUS 285 (or ADMN 285).</td>
</tr>
<tr>
<td>BUS 290 (ADMN 290)</td>
<td>STAT 100 and BUS 285 (285 may be taken concurrently)</td>
<td>BUS 100 (or ADMN 100), STAT 100, and BUS 285 (or ADMN 285). Concurrent enrolment is allowed in BUS 285.</td>
</tr>
<tr>
<td>BUS 306</td>
<td>45 credit hours of university studies</td>
<td>BUS 100 (or ADMN 100) and 45 credit hours of university studies.</td>
</tr>
<tr>
<td>BUS 307 (ADMN 307)</td>
<td>45 credit hours of university studies</td>
<td>BUS 100 (or ADMN 100) and 45 credit hours of university studies.</td>
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</table>

Rationale:

The addition of BUS 100 (Introduction to Business) to the BBA qualifying program and as a core course for the BBA and DipBA programs was approved effective for Fall 2012 admission.

The next step is to revise the prerequisites for BUS 100 and other BUS courses to ensure that business students have credit for BUS 100 before taking business courses (other than a few identified courses) and to prevent students who have credit for a significant number of business courses from taking BUS 100. BUS 100 is intended to be the first business course a business student takes – it’s value is lost if it’s not taken early in a business program.

While adding BUS 100 as a prerequisite for BUS 200-level courses is the most obvious and effective way to ensure that students admitted Fall 2012 and after have credit for BUS 100 before taking BUS 200-level and higher courses, there are other challenges that must be considered such as …

- Students admitted to the BBA or DipBA programs prior to Fall 2012 may not have credit for BUS 100 but may not have taken all BUS 200-level courses. These students are not required
APPENDIX I

to take BUS 100 but would be prevented from registering in BUS 200-level courses if BUS 100 is added as a prerequisite for those courses. In addition, they may have credit for other BUS 200-level courses and should be prevented from taking BUS 100. There will be a transition period until these students have completed all BUS 200-level courses.

- We will continue to admit students to the DipBA and BBA programs with transfer credit for some BUS 200-level courses – it’s not desirable for these students to take BUS 100 in some cases.
- Students outside of the business programs take BUS 200-level courses – in some cases they are completing the BBA qualifying program outside of the Faculty of Business Administration but in many cases the BUS 200-level courses are a required component of their degree program (for example engineering). Although we expect that BUS 100 will be added or substituted in some programs, a prerequisite of BUS 100 will continue to affect students taking BUS 200-level courses as a required part of another degree program. Students who are taking courses to complete the BBA qualifying program in another faculty (i.e. not yet admitted to Business Administration) will be required to take BUS 100 but may have already taken some BUS 200-level courses. Some of these students should not be allowed to take BUS 100.

The following questions are addressed.

- What prerequisite structure is most appropriate to ensure that business students have credit for BUS 100 before taking business courses?
- How do we moderate the effect on students such as those with significant business transfer credits and students in non-business programs taking business courses?
- When should we activate the new prerequisite structure?
- Should the prerequisites for BUS 100 be changed? How?

What prerequisite structure is most appropriate?

The motion creates a “steady state” prerequisite structure that adds BUS 100 as a prerequisite to BUS 200-level courses. Three BUS 200-level courses are excluded: BUS 205 (Management Communications), BUS 260 (Introduction to Organizational Behaviour), and BUS 285 (Introduction to Financial Accounting). Excluding these courses allows business students the option to take some business courses during their first semesters. BUS 260 and BUS 285 are courses used in programs outside the BBA. The remaining business courses have BUS 200-level prerequisites and adding BUS 100 is redundant.
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How do we moderate the effect on students such as those with significant transfer credits for business courses and students in non-business programs taking business courses?

There are different types of students to consider:

- 2 + 2 students – BUS 100 will be added to the 2 + 2 programs
- SIAST transfers – credit or exemption from BUS 100
- general transfer students – handle case by case
  - if no or few BUS transfer credits – require BUS 100
  - if several BUS transfer credits – exempt from BUS 100 and add BUS elective
- students in other faculties
  - BUS 200-level course named in program
    - substitute BUS 100
    - over-ride BUS 100 prerequisite
  - casual students (or qualifying outside of business) – require BUS 100 unless they have already taken several BUS 200-level courses. Handle on a case by case basis.

When should we activate the new prerequisite structure?

Current students will be less affected if the change is effective Winter 2013 rather than Fall 2012 (more will have completed BUS 200-level courses) and more time is allowed for other programs adopt BUS 100. A change effective Fall 2012 is more effective to ensure that new students take BUS 100 before they take BUS 200-level courses but will involve more intervention to allow current students to register in BUS 200-level courses without BUS 100.

Should the prerequisites for BUS 100 be changed? How?

The motion would prevent a student from “going back” to take BUS 100 after taking BUS 200-level courses. They are not prevented from registering in BUS 100 but they wouldn’t receive credit.
## APPENDIX A – Revised Calendar Descriptions

<table>
<thead>
<tr>
<th>Current Calendar Description</th>
<th>Revised Calendar Description</th>
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</table>
| **BUS 100 3:3-0**  
Introduction to Business  
This course will introduce students to the functional areas of business in a variety of organizations.  
*Note: Course may be taken only by Business Administration Qualifying students and Excellence students in their first 30 credits of business studies. Students may not receive credit for both BUS 100 and ADMN 100.* | **BUS 100 3:3-0**  
Introduction to Business  
This course will introduce students to the functional areas of business in a variety of organizations.  
* Note: Students who have received credit for more than two of BUS 210 (or ADMN 210), BUS 250 (or ADMN 250), BUS 270 (or ADMN 270), BUS 275 (or ADMN 275), BUS 288 (or ADMN 288), BUS 290 (or ADMN 290), BUS (or ADMN) course numbered 300 or higher may not take or receive credit for BUS 100. Students may not receive credit for both BUS 100 and ADMN 100.* |
| **BUS 210 3:3-0**  
Introduction to Marketing  
This course presents the fundamentals of marketing theory and practice at the introductory level. Drawing upon contributions from the social sciences, the course will introduce students to the generic nature of marketing activity. In particular, attention is directed toward the study of the price, promotion, place, and product components of the “marketing mix”. Attention is also directed toward the social and legal environment within which the marketing system functions.  
***Prerequisite: BUS 260 or ADMN 260 (concurrent enrolment is allowed)***  
*Note: Students may not receive credit for both BUS 210 and ADMN 210.* | **BUS 210 3:3-0**  
Introduction to Marketing  
This course presents the fundamentals of marketing theory and practice at the introductory level. Drawing upon contributions from the social sciences, the course will introduce students to the generic nature of marketing activity. In particular, attention is directed toward the study of the price, promotion, place, and product components of the “marketing mix”. Attention is also directed toward the social and legal environment within which the marketing system functions.  
***Prerequisite: BUS 100 (or ADMN 100) and BUS 260 (or ADMN 260). Concurrent enrolment is allowed in BUS 260.***  
*Note: Students may not receive credit for both BUS 210 and ADMN 210.* |
| **BUS 250 3:3-0**  
Introduction to Human Resource Management and Industrial Relations  
This introductory course addresses basic concepts and processes of the field of human resource management. Topics include: human resource planning, job analysis, recruitment, selection, orientation, training and development, performance management, compensation management, workplace health and safety, and employee and labour relations.  
***Prerequisite: BUS 260 (or ADMN 260)***  
*Note: Students may not receive credit for both BUS 250 and ADMN 250.* | **BUS 250 3:3-0**  
Introduction to Human Resource Management and Industrial Relations  
This introductory course addresses basic concepts and processes of the field of human resource management. Topics include: human resource planning, job analysis, recruitment, selection, orientation, training and development, performance management, compensation management, workplace health and safety, and employee and labour relations.  
*** Prerequisite: BUS 100 (or ADMN 100) and BUS 260 (or ADMN 260).***  
*Note: Students may not receive credit for both BUS 250 and ADMN 250.* |
| **BUS 270 3:3-0**  
Introduction to Quantitative Analysis  
This course is an introduction to the use of quantitative techniques as an aid to organizational decision making. Emphasis will be on the formulation and solution of resource allocation, inventory scheduling, and decision making and on the suitability of such methods.  
***Prerequisite: MATH 103 and STAT 100***  
*Note: Students may not receive credit for both BUS 270 and ADMN 270.* | **BUS 270 3:3-0**  
Introduction to Quantitative Analysis  
This course is an introduction to the use of quantitative techniques as an aid to organizational decision making. Emphasis will be on the formulation and solution of resource allocation, inventory scheduling, and decision making and on the suitability of such methods.  
***Prerequisite: BUS 100 (or ADMN 100), MATH 103, and STAT 100.***  
*Note: Students may not receive credit for both BUS 270 and ADMN 270.* |
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<td><strong>BUS 275 3:3-0</strong>&lt;br&gt;<strong>Operations Management</strong>&lt;br&gt;An introduction to the management of the operations function in organizations. Topics will include: forecasting, planning, scheduling, layout, control over quality, and quantity of output. Problems of production of goods and services will be considered. The course will also include an introduction to the use of quantitative techniques as an aid to organizational decision making.<em><strong>Prerequisite: MATH 103 and STAT 100</strong></em>&lt;br&gt;&quot;Note: Students may not receive credit for both BUS 275 and ADMN 275.&quot;</td>
<td><strong>BUS 275 3:3-0</strong>&lt;br&gt;<strong>Operations Management</strong>&lt;br&gt;An introduction to the management of the operations function in organizations. Topics will include: forecasting, planning, scheduling, layout, control over quality, and quantity of output. Problems of production of goods and services will be considered. The course will also include an introduction to the use of quantitative techniques as an aid to organizational decision making.<em><strong>Prerequisite: BUS 100 (or ADMN 100), MATH 103, and STAT 100</strong></em>&lt;br&gt;&quot;Note: Students may not receive credit for both BUS 275 and ADMN 275.&quot;</td>
</tr>
<tr>
<td><strong>BUS 288 3:3-0</strong>&lt;br&gt;<strong>Introduction to Managerial Accounting</strong>&lt;br&gt;This course introduces the use of accounting systems for managerial information and control purposes. It also provides an introduction to some of the problems inherent in assigning valuations to various cost objects.<em><strong>Prerequisite: BUS 285 (or ADMN 285)</strong></em>&lt;br&gt;&quot;Note: Students may not receive credit for both BUS 288 and ADMN 288.&quot;</td>
<td><strong>BUS 288 3:3-0</strong>&lt;br&gt;<strong>Introduction to Managerial Accounting</strong>&lt;br&gt;This course introduces the use of accounting systems for managerial information and control purposes. It also provides an introduction to some of the problems inherent in assigning valuations to various cost objects.<em><strong>Prerequisite: BUS 100 (or ADMN 100) and BUS 285 (or ADMN 285).</strong></em>&lt;br&gt;&quot;Note: Students may not receive credit for both BUS 288 and ADMN 288.&quot;</td>
</tr>
<tr>
<td><strong>BUS 290 3:3-0</strong>&lt;br&gt;<strong>Introduction to Finance</strong>&lt;br&gt;An introduction to the fundamental valuation techniques used in finance. Topics will include: discounted cash flow analysis, net present value, capital budgeting, risk, asset and security valuation, and corporate capital structure.<em><strong>Prerequisite: ST 100 and BUS 285 (285 may be taken concurrently)</strong></em>&lt;br&gt;&quot;Note: Students may only receive credit for one of BUS 290, ADMN 290, and ASAC 216.&quot;</td>
<td><strong>BUS 290 3:3-0</strong>&lt;br&gt;<strong>Introduction to Finance</strong>&lt;br&gt;An introduction to the fundamental valuation techniques used in finance. Topics will include: discounted cash flow analysis, net present value, capital budgeting, risk, asset and security valuation, and corporate capital structure.<em><strong>Prerequisite: BUS 100 (or ADMN 100), ST 100, and BUS 285 (or ADMN 285). Concurrent enrolment is allowed in BUS 285.</strong></em>&lt;br&gt;&quot;Note: Students may only receive credit for one of BUS 290, ADMN 290, and ASAC 216.&quot;</td>
</tr>
<tr>
<td><strong>BUS 306 3:3-0</strong>&lt;br&gt;<strong>Ethics in Decision Making</strong>&lt;br&gt;This course introduces students to the principles and processes of ethical decision making. The course is designed to give students a strong conceptual and practical knowledge of ethics. Students will learn ethical principles and develop competence in applying sound ethical decision making processes within the context of organizations and their interaction with society.<em><strong>Prerequisite: 45 credit hours of university studies</strong></em>&lt;br&gt;&quot;Note: Students may not receive credit for both BUS 306 and ADMN 306.&quot;</td>
<td><strong>BUS 306 3:3-0</strong>&lt;br&gt;<strong>Ethics in Decision Making</strong>&lt;br&gt;This course introduces students to the principles and processes of ethical decision making in business. The course is designed to give students a strong conceptual and practical knowledge of ethics. Students will learn ethical principles and develop competence in applying sound ethical decision making processes within the context of organizations and their interaction with society.<em><strong>Prerequisite: BUS 100 (or ADMN 100) and 45 credit hours of university studies.</strong></em>&lt;br&gt;&quot;Note: Students may not receive credit for both BUS 306 and ADMN 306.&quot;</td>
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## APPENDIX I

<table>
<thead>
<tr>
<th>Current Calendar Description</th>
<th>Revised Calendar Description</th>
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</thead>
<tbody>
<tr>
<td><strong>BUS 307 3:3-0</strong>&lt;br&gt;Business Law&lt;br&gt;This course provides an introduction to Canadian legal institutions and processes. Topics will include: the judicial system, law making, contracts, torts and civil liability, constitutional and administrative law, and criminal law.&lt;br&gt;<em><strong>Prerequisite: 45 credit hours of university studies</strong></em>&lt;br&gt;<em>Note: Students may not receive credit for both BUS 307 and ADMN 307.</em></td>
<td><strong>BUS 307 3:3-0</strong>&lt;br&gt;Business Law&lt;br&gt;This course provides an introduction to Canadian legal institutions and processes. Topics will include: the judicial system, law making, contracts, torts and civil liability, constitutional and administrative law, and criminal law.&lt;br&gt;<em><strong>Prerequisite: BUS 100 (or ADMN 100) and 45 credit hours of university studies</strong></em>&lt;br&gt;<em>Note: Students may not receive credit for both BUS 307 and ADMN 307.</em></td>
</tr>
<tr>
<td><strong>BUS 413 3:3-0</strong>&lt;br&gt;Marketing Research&lt;br&gt;This course is designed to introduce the fundamentals of marketing research, including concepts of general applicability to management research. The course includes a survey of contemporary research techniques as well as a detailed study of marketing research procedures that include questionnaire design, sampling and data collection, analysis, interpretation, and the application of findings.&lt;br&gt;<em><strong>Prerequisite: BUS 210 (or ADMN 210) and STAT 100 (or STAT 151)</strong></em>&lt;br&gt;<em>Note: Students may not receive credit for both BUS 413 and ADMN 413.</em></td>
<td><strong>BUS 413 3:3-0</strong>&lt;br&gt;Marketing Research&lt;br&gt;This course is designed to introduce the fundamentals of marketing research, including concepts of general applicability to management research. The course includes a survey of contemporary research techniques as well as a detailed study of marketing research procedures that include questionnaire design, sampling and data collection, analysis, interpretation, and the application of findings.&lt;br&gt;<em><strong>Prerequisite: STAT 100 and any one of BUS 310 (or ADMN 310) or BUS 312 (or ADMN 312) or BUS 314.</strong></em>&lt;br&gt;<em>Note: Students may not receive credit for both BUS 413 and ADMN 413.</em></td>
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APPENDIX II

To: Bev Liski, Associate Registrar, Academic Policy Services and Ceremonies, Registrar’s Office

From: Dr. Satish Sharma, Associate Dean (Academic) 
Faculty of Engineering and Applied Science

Date: 16-Aug-2012

Re: Report from Faculty of Engineering and Applied Science Council to the Council Committee on Undergraduate Admission and Studies

The Faculty of Engineering and Applied Science submits and offers for approval the following items which were approved by the Faculty of Engineering and Applied Science.

I. ITEM FOR APPROVAL

1) MOTION to revise SSE electives as indicated below, effective 2013 Spring/Summer:

<table>
<thead>
<tr>
<th>Technical Electives (3 are required):</th>
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<tbody>
<tr>
<td>Choose at least one two from the following: ENSE 473, ENSE 479, ENSE 480, ENSE 481, ENSE 482 and ENSE 483 or any approved ENSE course.</td>
</tr>
<tr>
<td>Choose at most two one from the following: CS 325, CS 327, CS 315, CS 330, CS 350, CS 375, CS 405, CS 425 and ENEL 489 or any other approved technical elective.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Humanities Elective (one is required):</th>
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<tbody>
<tr>
<td>ENGL 110, PHIL 100, PHIL 241, PHIL 242, PHIL 272, PHIL 273, PHIL 275, RLST 100, WGST 100 or an approved Humanities course.</td>
</tr>
</tbody>
</table>

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<tr>
<th>Natural Science Elective (two one are is required):</th>
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<tbody>
<tr>
<td>from astronomy, biology, chemistry, geology and physics.</td>
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</tbody>
</table>

| Open Elective (one is required). |

Rationale: Software development is applicable across many disciplines. In addition to the technical electives in Computer Science and Electronic Systems Engineering that are relevant to a Software Systems Engineering education, there are also numerous classes offered in other faculties that can benefit our software systems students. Software Systems Engineering training is enhanced through the understanding of the technical issues in other disciplines with respect to the use of computing and software tools. The revision to the humanities elective also allows students to have a wider choice.

2) MOTION to revise the ESE, EVSE, ISE and PSE humanities elective as indicated, effective 2013 Spring/Summer:

Electronic Systems Engineering
* Approved Electives. Choose electives from one of the following streams:

**Communications:**
ENEL 393, ENEL 494 and 5 courses from the approved list below.

**Micro-Electronics:**
ENEL 487, ENEL 489 and 5 course from the approved list below.

**Instrumentation and Control:**
ENEL 389, ENEL 484 and 5 courses from the approved list below.

**Power:**
ENEL 472, ENEL 482 and 5 courses from the approved list below.

**Approved List (includes Technical, Software, and Risk and Industrial Safety):**

**Technical Electives:**
ENEL 389, ENEL 393, ENEL 395, ENEL 472, ENEL 482, ENEL 484,
ENEL 494, ENEL 487, ENEL 486, ENEL 489, ENEL 492, ENEL 495, ENIN 253, ENIN 445, ENEV 261

**Software Electives (choose at most one):**
CS 261, CS 340, CS 350, CS 372, CS 375 or any ENSE class except ENSE 477

**Risk and Industrial Safety Electives (choose at most one):**
ENEV 334, ENIN 340, ENIN 433, ENIN 440

**Humanities Elective (choose one in a winter semester):**
ENGL 110, PHIL 100, PHIL 241, PHIL 272, PHIL 273, PHIL 275, RLST 100, WGST 100 or an approved Humanities course.

**Natural Science Electives (choose one):** from astronomy, biology, chemistry, geology and physics.

* * * 

**Environmental Systems Engineering**

* Approved Electives (these electives may not be offered regularly):

Choose three from the following: ENEV 465, ENEV 475, ENEV 484, ENEV 463, ENEV 408, ENIN 453, ENIN 455, ENPE 490

Choose one from the following: ENIN 430, ENIN 433, BUS 260, BUS 302

**Humanities Elective (choose one):** ENGL 110, PHIL 100, PHIL 241, PHIL 242, PHIL 272, PHIL 273, PHIL 275, RLST 100, WGST 100 or an approved Humanities course.

* * * 

**Industrial Systems Engineering**

*Approved Electives:*

Choose two: ENEL 389, ENEL 484, ENIN 355, ENIN 445, ENIN 448, ENIN 455, ENIN 456, offered as follows:
ENIN 355: Winter semester
ENIN 445 and ENIN 456: Winter semester in even-numbered years
ENIN 448 and ENIN 455: Winter semester in odd-numbered years

**Humanities Elective (choose one):** ENGL 110, PHIL 100, PHIL 241, PHIL 242, PHIL 272, PHIL 273, PHIL 275, RLST 100, WGST 100 or an approved Humanities course.

**Natural Science Elective (choose one):** astronomy, biology, chemistry, geology and physics.

* * * 

**Petroleum Systems Engineering**

*Approved Electives:*

Choose three: ENIN 433, ENIN 453, ENIN 455, ENEV 422, ENPE 380, ENPE 470, ENPE 475, ENPE 490

**Humanities Elective (choose one):** ENGL 110, PHIL 100, PHIL 241, PHIL 242, PHIL 272, PHIL 273, PHIL 275, RLST 100, WGST 100 or an approved Humanities course.

* * * 

*Rationale:* Allows students to have a wider choice of humanities elective.
APPENDIX II

II. ITEMS FOR INFORMATION

1) MOTION to create the following SSE courses:

ENSE 479 3:3-3
Engineering Concepts in Sound Art
This course introduces the artistic practice and engineering design concepts within sound art. It covers a range of sound art practices including avant-garde sound, Musique Concrete, sound and 1960s art movements, electroacoustic music, sound sculpture, radio art, Acoustic Ecology, community-engaged sound art, sound art in performance, and engineering design concepts of new media.
*** Prerequisite: Successful completion of 30 credit hours or permission of Program Chair ***

Rationale: This class is intended to provide students with an appreciation for the engineering and software aspects involved in creating contemporary art. The class will be offered in collaboration with the Faculty of Fine Arts to provide an interdisciplinary multimedia learning experience for students which reflects the nature of many software projects in industry.

ENSE 496 3:3-0
Directed Study in Engineering - an AA-ZZ series.
A course in special topics in which the student may do directed study in engineering under the supervision of a faculty member.
** A detailed outline of the proposed study must be approved by the Program Chair before registration. **

Rationale: This course is intended to enable the program to offer courses which focus on newly developed concepts and technologies in the fast-changing information technology field without making a change to the calendar every time an ENSE class is created.

2) MOTION to revise the ESE prerequisites as indicated:

ENEL 371 3:3-3
Power and Energy I
Introduction to concepts of energy and power systems including: single and three phase ac power, delta-wye transformations, protection circuits and safety, transformers, and dc motors.
***Prerequisite: ENEL 281 and PHYS 201 or Permission of ESE Program Chair ***

ENEL 380 3:3-3
Control Systems
Introduction to the principles of control systems. System modeling, effects of feedback, stability of systems, time and frequency response, compensation, analysis and design techniques.
*** Prerequisite: ENEL 281 or ENIN 233 and ENEL 280 ***

ENEL 395 3:3-3
Transmission Lines and Antennas
Review of transmission line fundamentals, Smith charts, matching techniques, wave guide theory and components, waveguides, fiber optics, antenna fundamentals, and RF propagation.
*** Prerequisite ENEL 382 and MATH 213 or ENEL 281 and PHYS 201 or Permission of ESE Program Chair ***

ENEL 472 3:3-0
Power Systems Fundamentals
Real and reactive power, single and polyphase power fundamentals, Per-Unit systems, L,C & R applied to power systems, transformers, synchronous and induction machines, and supporting circuitry. Protection requirements and devices.
*** Prerequisite: ENEL 382-371 ***

Rationale: Prerequisites are being reviewed for relevancy and to ensure that students can progress through the program in a systematic order.
To: Bev Liski, Associate Registrar, Academic Policy Services and Ceremonies  
From: Robin Evans, Associate Dean – Faculty of Nursing  
Date: August 30, 2012  
Re: Report from Faculty of Nursing Council to the Council Committee on Undergraduate Admissions and Studies

I ITEM FOR INFORMATION

The Faculty of Nursing approved the creation of the following course and offers it for information.

A. New Course

NURS 001  
Foundations of Nursing Assessment

This course introduces beginning concepts of nursing assessment focusing on expected and normal findings in the healthy adult. Learners will have the opportunity to explore the relationship of nursing assessment to related theory from anatomy, physiology, and human development.

Rationale:
This foundation course will be used for existing (eg. SCBScN) and proposed programs offered through the Faculty of Nursing. This assessment lab is designed for students that have completed theoretical study in anatomy and physiology but require nursing specific assessment skills.

Pre-requisite: KIN 260, KIN 267 and KIN 268 or permission from the Dean of Nursing.
Memorandum

University of Regina

Faculty of Science

DATE: June 12, 2012

TO: Faculty of Science Admissions and Studies Committee

FROM: Dr. Nader Mobed
Associate Dean (Academic)
Faculty of Science

RE: Geology Motion – May 2012

It has come to my attention that there was an item that was missed on the last A&S Agenda. In an effort to ensure it reaches CCUAS as soon as possible, it is presented below for consideration.

1) Department of Geology

Motion to modify all undergraduate reading courses (GEOL 490 AA-ZZ; GEOL 491 AA-ZZ; GEOL 492 AA-ZZ, GEOL 493 AA-ZZ, GEOL 494 AA-ZZ, and GEOL 495 AA-ZZ) to include all schedule types (Report, Field, Ind. Study, Project, Research, Seminar, Direct Reading, and Exchange Program).

Rationale: It gives instructors a flexibility to offer reading courses that meet students’ needs.

Sincerely,

N. Mobed

Dr. Nader Mobed
Associate Dean (Academic)
Faculty of Science
University of Regina
1. ITEMS FOR APPROVAL

1.1. University Secretary

**MOTION 1:** Addition of §5.13.2.4 Academic Holds to the Undergraduate Calendar and Course Catalogue

That §5.13.2.4 Academic Holds be added to the Undergraduate Calendar and Course Catalogue as outlined below.

§5.13.2.4 Academic Holds
A student who has committed an act of Academic Misconduct will have a hold placed on their student account. The hold remains on the student's account for 30 days following the decision letter by the Faculty. If the student does not indicate that they wish to appeal the decision of the Faculty within the 30 days, the hold is automatically lifted from their account after 30 days. If the student wishes to appeal the decision, the hold remains on their account until a decision is reached following their appeal hearing.

During the hold period, a student is not able to register for classes on their own, verify grades or see transcripts. Should a student need to perform any of these actions, a student can perform these actions with the help of their Faculty adviser.

(end of Motion 1)

**Rationale:**
The University Secretariat fields a number of calls from students and faculty to ask what an academic hold means and what the process is for removing a hold. Adding this section to the Undergraduate Calendar provides clarity to both the students and faculty advisors when meeting with the students.

**MOTION 2:** Addition of §5.13.2.4.1 Removing an Academic Hold to the Undergraduate Calendar and Course Catalogue

That §5.13.2.4 Removing an Academic Hold be added to the Undergraduate Calendar and Course Catalogue as outlined below.

§5.13.2.4.1 Removing an Academic Hold
If a student does not wish to appeal the penalty that has been assigned, and would like the hold removed from the student account prior to the end of the 30 day period, students can submit a 'Request to Remove the Hold on Student Account' form to the University Secretariat. This form is available on the University Secretariat website at: [http://www.uregina.ca/presoff/secretary/academicintegrity/RemoveHoldForm.pdf](http://www.uregina.ca/presoff/secretary/academicintegrity/RemoveHoldForm.pdf)

(Please note, this link could change during the President's Office migration to the new website)

(end of Motion 2)
APPENDIX V

Rationale: The University Secretariat fields a number of calls from students and faculty to ask what an academic hold means and what the process is for removing a hold. Adding this section to the Undergraduate Calendar provides clarity to both the students and faculty when meeting with the students.

Date: August 28, 2012
Prepared By: Christall Beaudry
On Behalf of: Annette Revet, Executive Director
University Governance