

**MINUTES OF A MEETING OF THE
COUNCIL COMMITTEE ON UNDERGRADUATE ADMISSIONS AND STUDIES (CCUAS)
5 April 2018
Location: CW 113**

MEMBERS PRESENT: Doug Cripps, James D'Arcy, David deMontigny, Robin Evans, Francesco Freddolini, Saqib Khan, Robin Markel, Nader Mobed, Val Mulholland, Wes Pearce, Tom Phenix, Kathy Sabo

Guests: Bonnie Dobson, Dorothy Lane, Kevin O'Brien, Christine McBain, Lianda Tanner

Regrets: Emmanuel Aito, Saman Azadbakht, Livia Castellanos, Naomi Deren, Volker Greifenhagen, Haris Khan, Adrian Pitariu, Joe Piwowar, Miguel Sanchez, John D. Smith, Glenys Sylvestre, Hamza Tariq, Vianne Timmons

Recorder: Kim Forest

The meeting was called to order at 1:37 p.m. by Francesco Freddolini, Chair of the Council Committee on Undergraduate Admissions and Studies.

1. Approval of the Agenda

Pearce - Cripps

Moved that the agenda be approved.

CARRIED

2. Approval of the Minutes of Meeting

D'Arcy - Mobed

Moved that the minutes be approved as clarified.

Discussion – O'Brien mentioned that we had discussion regarding the AA-ZZ courses that were listed in the last meeting agenda. For clarification, no changes were made. Note that the Education motions are numbered incorrectly and should be numbered 1, 2, and 3 not 2, 3, and 4.

CARRIED

3. Business Arising from the Minutes

Mobed - S. Khan

Moved to amend the motion in 4.1. from the Faculty of Business Administration presented at the 8 March 2018 CCUAS Meeting and detailed in Appendix I page 2 of that meeting agenda, to replace BUS 335AA-ZZ with BUS 335AB in the program requirements for the Entrepreneurship Major.

The amended motion will now be:

Moved that BUS 303 and BUS 335AB be added to the list of courses required for the Entrepreneurship Major. The new list of courses would include BUS 302, BUS 304, BUS 402, Two of BUS 301, 314, 394, 303, 335AB, 476AA-ZZ, **effective 201830**.

CARRIED

4. Reports from Faculties and other Academic Units

4.1 Faculty of Arts

K. O'Brien presented the report on behalf of the Faculty.

4.1.1 Program Revision - Department of Indigenous Languages, Arts, and Cultures

Cripps - Pearce

Moved to change the name of Indian Communication Arts to Indigenous Communication Arts, and change all uses of the word "Indian" in the affected sections of the *Undergraduate Calendar and Catalogue* for INCA to "Indigenous", **effective 201820**, as outlined in Appendix I of the agenda.

CARRIED

Evans - Mobed

Moved to change the name of the program "Certificate in Indigenous Communication Arts" to "Diploma in Indigenous Communication Arts," to reflect the fact that INCA is a 72-credit-hour program, **effective 201820**, as outlined in Appendix I of the agenda.

CARRIED

4.1.2 New Program – Certificate in Indigenous Literatures in English

Pearce - Evans

Moved to create the Certificate in Indigenous Literatures in English, **effective 201830**, as outlined in Appendix I of the agenda.

Discussion: ENGL 100 will be added to the requirements.

CARRIED

4.1.3 New Admissions Standard – Admissions Requirements

Cripps - Pearce

Moved to add “Workplace and Apprenticeship Math 30” as an approved “Math or Science” course for admission to the Faculty of Arts, **effective 201820**, as outlined in Appendix I of the agenda.

Discussion: It was noted that the table presented in Agenda is missing a number of courses.

CARRIED

The remainder of the report was received for information.

4.2 Faculty of Education

V. Mulholland presented the report on behalf of the Faculty.

4.2.1 New Program - Nantes Collaborative Program

Mulholland - Evans

Moved that the Collaboration Internationale à l'élémentaire and the Collaboration Internationale au secondaire be approved as programs in the Faculty of Education as part of the Baccalauréat en éducation française program program be approved, **effective 201830**, as outlined in Appendix II of the agenda.

Discussion: Students are coming from France this Spring/Summer. Discussed student retention and admissions requirements.

CARRIED

4.2.2 Program Revision – Replacement of EAES 310/317 in the Elementary templates for third year students

Mulholland – Phenix

Moved that EAE 201 or one of EDRA 101/202, EMUS 101/202, EVIS 101/202, EDAN 101/202 replace EAES 310/317 for second year students in the Elementary templates, **effective 201830**, as outlined in Appendix II of the agenda, and as amended.

Discussion: Motion 2 should be amended to say “Replacement of EAES 310/317 in the Elementary templates for third year students.” Mulholland noted that this change will sustain fourth year students and no student will be disadvantaged.

CARRIED

4.2.3 Program Revision – SUNTEP Program Change

Mulholland – Pearce

Moved that the required SUNTEP program Indigenous language course in term two (winter), EMCH 100, be approved to be moved to the spring/summer term, **effective 201830**, as outlined in Appendix II of the agenda.

Discussion: Concerns with retention were brought up but these students are supported by the Gabriel Dumont Institute (GDI) so there are no concerns.

CARRIED

The remainder of the report was received for information.

4.3 Faculty of Engineering and Applied Science

D. deMontigny presented the report on behalf of the Faculty.

4.3.1 Program Revision - Minor in Systems Engineering

deMontigny – S. Khan

Moved to change the wording of calendar item *Engineering Minors for Systems Engineering Programs*, **effective 201820**, as outlined in Appendix III of the agenda.

CARRIED

4.3.2 Program Revision - Addition to ESE approved technical electives list

deMontigny – Pearce

Moved to add ENSE 481 to the ESE approved technical electives list, **effective 201820**, as outlined in Appendix III of the agenda.

CARRIED

The remainder of the report was received for information.

4.4 Faculty of Media, Art, and Performance

W. Pearce presented the report on behalf of the Faculty.

4.4.1 New Program - Post-Baccalaureate Diploma in String Performance

Pearce – Evans

Moved to approve the following new program, **effective 201830**, as outlined in Appendix IV of the agenda, and as amended.

Discussion: Admission requirements amended to read “Students holding a Bachelor of Music (Performance) [BMUS (Performance)] degree and a successful audition”. This program is unique and not currently offered at other universities. Concern over credit hours was discussed. D’Arcy noted that a minimum 30 credit hours is required for a Post-Baccalaureate Diploma. D’Arcy mentioned that this is a new program so the three step motion process should be used. Should the motion go forward to CCAM – No; to CCB – No.

CARRIED

The remainder of the report was received for information.

4.5 Centre for Continuing Education

R.Markel presented the report on behalf of CCE.

4.5.1 Program Deletion – Certificate in Pastoral Studies

Markel – Lane

Moved to suspend admission to the Certificate in Pastoral Studies, **effective 201820**, as outlined in Appendix V of the agenda.

Discussion: There was a typo in the rational. At the bottom of page 31, the Agenda should read “After December 31, 2020, the program will be deleted”. Phenix noted that the Program Head will be retiring and there is low enrolment. This certificate is not accredited. Markel mentioned that this program will be suspended for now and then presented at a later date to delete.

CARRIED

The Centre for Continuing Education’s Career and Professional Development Divisions submits the following motion jointly with Faculty of Education.

4.5.2 New Program – Certificate in Early Childhood for the Helping Professions

Markel – Mulholland

Moved to create the Certificate in Early Childhood for the Helping Professions, as amended, **effective 201830**, as outlined in Appendix V of the agenda.

Discussion: Title amended to “Certificate in Early Childhood Studies for the Helping Professionals”. Title was a compromise with the Faculty of Education. Certificate created as the Ministry of Education is starting to require additional credentials for people working in schools. Admission requirements are the same as CCE. Amended the template in the Agenda so it is clear that ECE 435 is required along with 2 courses from ECE 200-400 level.

Credit Hours	Required Courses (Choose 3 courses from this list)	
<u>3</u>	ECE 435	
<u>9 6</u>	ECE 200-400 level (Choose 2 courses from this list)	
	Approved Elective List A (Choose 2 courses from this list)	
6	EAE 201 ECE 200-400 level ECS 110 EFDN 306 EFDN 308 EFDN 309 EPSY 217	JS 280 KIN 180 KHS 139 SOC 208 SOC 212 SOC 213 SW 427 WGST 200
15	Total	

CARRIED

4.5.3 Revision to Admissions Requirements

Markel – Mulholland

Moved to amend the list of high school admission requirements to the Centre for Continuing Education’s credit programs, **effective 201830**, as outlined in Appendix V of the agenda.

Discussion: Housekeeping item.

CARRIED

4.6 Enrolment Services Offices – Domestic and International

K. Sabo presented the report on behalf of the Enrolment Services Offices.

4.6.1 Revision to Undergraduate Admissions standard

Sabo – Pearce

Moved to revise the Admission from Canadian High Schools section of the Undergraduate Calendar as follows, **effective 201830**, as outlined in Appendix VI of the agenda.

Discussion – McBain added these courses will only be considered if there is room for electives in the program requirements. These locally developed courses could be used for admission to CCE as well. Dobson was concerned about these courses disadvantaging rural students. McBain explained that there should be no disadvantage as a lot of the locally developed courses are being taught in rural communities. Locally developed courses are approved by the Ministry of Education.

CARRIED

4.7 Registrar's Office

J. D'Arcy presented the report on behalf of the Registrar's Office.

4.7.1 New Academic Policies - 2019-2020 Academic Schedule

D'Arcy – Pearce

Moved to approve the 2019-2020 Academic Schedule as presented in Appendix VII of the agenda.

Discussion: D'Arcy will conduct student/faculty surveys to discuss how the fall break was received. Cripps noted a typo in the schedule, which will be corrected. At the bottom of the chart Convocation – 31-Jul-19 should read "Last day to apply to graduate for Fall 2019 Convocation" and Convocation – 31-Jan-20 should read "Last day to apply to graduate for Spring 2020 Convocation".

CARRIED

5. Adjournment – W. Pearce (2:21 p.m.)

Francesco Freddolini
Chair, Council Committee on Undergraduate Admissions and Studies