

**DRAFT MINUTES OF A MEETING OF THE
COUNCIL COMMITTEE ON UNDERGRADUATE ADMISSIONS AND STUDIES (CCUAS)**

February 3, 2020

9:00 a.m.

Location: AH 527 Boardroom

Members Present: Saman Azadbakht (Chair), Stephen Cheng, Doug Cripps, James D'Arcy, Naomi Deren, David deMontigny, Robin Evans, Saqib Khan, André Magnan, Nader Mobed, Pamela Osmond Johnson, Yvonne Petry, Joe Piwowar, Miguel Sanchez, Glenys Sylvestre, Sean Whalley, and Scott Wilson

Regrets: Alfred Adenuga, Fidji Gendron, Robin Markel, David Meban, Katlyn Richardson,

Observers: Heather Antonini

Recorder: Coby Stephenson

The meeting was called to order at 9:02 a.m. by S. Azabdakht (Chair).

1. Approval of the Agenda

A. Magnan – J. Piwowar

N. Mobed requested that the Report from the Faculty of Science be moved to agenda item 4.1.

A. Magnan requested that La Cité universitaire francophone be moved to agenda item 4.2.

N. Deren requested that, under Business Arising from the Minutes, an item 3.3 regarding Admissions and the removal of the Business Administration Qualifying Program that was approved at the December 2019 meeting be added to the agenda.

MOVED as requested.

CARRIED

2. Approval of the Minutes

J. Piwowar – S. Whalley

MOVED that the minutes of the January 6, 2020 meeting be approved.

CARRIED

3. Business Arising from the Minutes

3.1 Joint Program: Faculty of Business Administration and Faculty of Kinesiology and Health Studies

It was clarified that the CCUAS minutes from January reflected this change as it was presented to Executive of Council's January meeting.

No further discussion.

3.2 Faculty of Education

P. Osmond Johnson noted that there was one replacement missing from the chart: ECS 102 will be replacing ECS 110. As well, P. Osmond Johnson updated the Committee about the word "Native" in the SUNTEP and YNTEP program titles. It was explained that SUNTEP has no desire to change the title of their program as they adopted it 40 years ago and they don't refer to themselves as the full title: Saskatchewan Urban Native Teacher Education Program. They identify as SUNTEP. YNTEP will be reviewing the program title as Yukon College will become Yukon University in May.

3.3 Admissions and the Business Administration Qualifying Program

N. Deren asked for clarification about the effective date of 202030. Does this mean the new admission regulations start for the 202030 admission cycle or does this new regulation apply to those students starting in 202030? The new admission cycle begins in October. It was mentioned by the Registrar that at the December meeting it was recommended that students be grandfathered; that is the admission letters already sent out would be honoured. S.Khan agreed to this, however any new admission letters sent out for start date of 202030 after the Senate meeting (Feb 7) will have to follow the new admission requirements set forth. It was asked that Enrolment Services be CCd on all faculty council agendas so that any admission changes can be reviewed before faculty council approval.

It was asked: Should Admission requirement changes effective dates and program changes effective dates be clarified? Admission changes should be approved a year in advance of the change.

4. Reports from Faculties and other Academic Units

4.1 Faculty of Science

N. Mobed presented the report on behalf of the Faculty of Science

Items for Approval

4.1.1 Bachelor of Science, and Bachelor of Science Honours in Environmental Geoscience Revisions

N. Mobed withdrew this motion because of changes that are coming through the Faculty of Arts.

WITHDRAWN

4.1.2 La Cité – Eligible Electives

N. Mobed – S. Whalley

MOVED to allow French, French Studies, and French Language courses offered through La Cité to count for purposes of meeting categorized elective requirements, **effective 202030**.

No discussion.

CARRIED

4.1.3 Residency and Transfer Credit Revisions

N. Mobed – M. Sanchez

MOVED to make changes to the Residency and Transfer Credit section in the UG Calendar as outlined on page 23 of the Agenda, **effective 202030**.

During discussion it was asked if excluding courses such as KIN 101 or ACAD 100 is effective because these courses are transition courses to help prepare students for University reading and writing. N. Mobed responded that ENGL 100 and 110 are required as reading and writing components and Science currently has twenty 100-level courses that fit into the Science framework. Would a Science reading/writing class structured for Science students be considered? Maybe Science could consider no more than one of these preparatory courses can be taken for credit in Science programs? N. Mobed will take these suggestions back to Science to discuss.

Motion moved as presented.

CARRIED

4.1.4 Re-admission and Faculty/College Transfer Requirements

N. Mobed – P. Osmond Johnson

MOVED to add specific Re-Admission and Faculty/College Transfer Requirements for the Faculty of Science as outline on page 24 of the Agenda, **effective 202030**.

During discussion it was suggested that the new “less than 60.00% on 24 or more attempted credits” would lower the current Re-admission and faculty/college transfer requirement of 65.00% UGPA. There must have been a few re-admit errors that caused concern. Should faculties be flagging students with UGPA/PGPA lower than their program requirements who leave on their own accord, so when they apply for readmission they will be advised appropriately?

N. Mobed withdrew the motion.

WITHDRAWN

4.1.5 – 4.1.7 Science Qualifying Process Revisions

N. Mobed requested that Motions 5, 6, and 7 be presented as an omnibus motion.

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N. Mobed – M. Sanchez

MOVED to update the requirements of the Faculty of Science Qualifying Process as outlined on pages 24-26 of the Agenda, **effective 202030**.

During discussion it was asked if it was a risk for students to have a 60% UGPA if the PGPA requirement is 65%. Students flagged for probation would not be admitted to the fully qualified program.

A friendly amendment in the chart on page 26 of the Agenda:

Missing Course	Required Qualifying Course / Course Sequence
English language Arts A30 and B30 or an equivalent English literature course	ENGL 100
Pre-Calculus 30 or an equivalent Pre-Calculus course	MATH 102 Note: Math 102 requires high school prerequisites. Students not possessing the high school prerequisites (or equivalents) will be required to take additional courses including, but not limited to, PMTH 091, PMTH 092.
Two <u>One of the two</u> required Science courses: (Biology 30, Calculus 30, Chemistry 30, Computer Science 30, Physics 30, Earth Science 30 or two of any equivalent Biology, Calculus, Chemistry, Computer Science, Earth Science, or Physics courses)	Any 100-level course in the Faculty of Science

Moved as amended.

CARRIED

4.1.8 Science Qualifying Program – Admission Requirements

N. Mobed – M. Sanchez

MOVED to update the admission requirements (on p.23 of the 2019-2020 Undergraduate calendar) to Science Qualifying Program for applicants from outside of Canada so that, in the table found on page 26 of the Agenda, ~~“Students who are missing one or more requirements as listed above may be admitted to the Science Qualifying Program”~~ is replaced by “Students who are missing only one of the three requirements listed above may be admitted to the Science Qualifying Program.”, **effective 202030**.

During discussion it was emphasised that this revision would bring the admission requirements for applicants outside Canada in line with Domestic student admissions. URI explained that this change has been in practice for some time as outline on page 14 of the Undergraduate Calendar.

A friendly amendment was recommended to the chart:

Faculty of Program	Course Requirements by Faculty	Minimum Average	Additional Requirements
SCIENCE (U of R, Campion, FNUniv, or Luther)	<ul style="list-style-type: none"> • One English literature course • One Pre-Calculus Course • Two of Biology, Calculus, Chemistry, Computer Science, Earth Science, or Physics <p>Students who are missing one or more <u>only one</u> of the <u>three</u> requirements as listed above may be admitted to the Science Qualifying Program</p> <p><u>Students must have at least one Science requirement.</u></p>	<p>70%</p> <p>65% for Science Qualifying</p>	

Moved as amended.

CARRIED

Items for Information

N. Mobed presented the course changes and creations as information.

BIOL 224 is listed twice. Which course description is correct? Is there a lab or not? This course is for students wanting to get into dentistry. N. Mobed will clarify with the Faculty and then will contact Catalogue to fix.

4.2 Report form La Cité universitaire francophone

A. Magnan presented the report on behalf of the La Cité universitaire francophone.

Items for Approval

4.2.1 Integrated Pathway: La Cité & University of Ottawa - Creation

A. Magnan – M. Sanchez

MOVED that the creation of an Integrated Pathway in French and Francophone Intercultural Studies Program and Law be approved as outlined on pages 31-32 of the Agenda, **effective 202120**.

The response about this program from the Committee was encouraging. It was asked if CGPA (cumulative grade point average) is what was intended or if it was UGPA (undergraduate grade point average). CGPA includes both undergraduate and graduate GPAs. UGPA is what is intended. The effective date was discussed whether it should be earlier, because this is an articulation agreement, the U of R portion of the program is already in place and so 202120 would be appropriate. Marketing of this program can begin before 202120. A. Magnan agreed to have the effective date remain 202120.

Moved as amended.

CARRIED

4.2.2 FFIS, BA Honours program – Changes

A. Magnan – M. Sanchez

MOVED that the changes to the BA Honours Program in French and francophone intercultural studies as outline on pages 32-35 of the Agenda be approved, **effective 202030**.

During discussion it was pointed out that the total credit hours equal 123 credit hours. A. Magnan suggested that the motion be approved with the 123 credit hours as this was an existing error in the calendar and then he could take back to La Cité to decide what 3 credit hour component could be removed. It was recommended that the motion to be withdrawn until the template is correct. There is still time to meet the June Senate submission deadline to have these program changes approved for 202030.

WITHDRAWN

Items for Information

A. Magnan presented the course changes and creations found on pages 35-37 as information.

4.3 Report from the Faculty of Business Administration

S. Khan presented the report on behalf of the Faculty of Business Administration

Item for Approval

4.3.1 Creation of New Certificate

S. Khan – D. Cripps

MOVED to create a new Ideation, Creativity, and Entrepreneurship (ICE) certificate as outlined in Appendix I, pages 3-11 of the Agenda **effective 202030**

During discussion it was pointed out that this certificate is one course different from the Entrepreneurship major. This major is under review. This certificate program will be available to non-Business Administration students and will address the demand from the community.

CARRIED

4.4 Report from the Faculty of Education

P. Osmond Johnson presented the report on behalf of the Faculty of Education.

Items for Approval

4.4.1 Revision to PGPA

P. Osmond Johnson – R. Evans

MOVED that the minimum required PGPA within the Elementary, Secondary, and Arts. Ed. Programs be set at 65% across all terms (including progress to pre-internship and internship), **effective 202030**.

No discussion.

CARRIED

4.4.2 Transferring in the Faculty of Education

4.4.3 Undergraduate Calendar Revision

4.4.4 Requests for Modification

P. Osmond Johnson – S. Whalley

Motions 2 to 4 were **MOVED** together as Calendar Revisions. These revisions are outlined in Appendix IV on pages 12 and 13, **effective 202030**.

No discussion.

CARRIED

4.4.5 Admission Requirements Revision

P. Osmond Johnson – M. Sanchez

MOVED that an additional requirement for admissions into the Faculty of Education be added to the calendar as outlined in Appendix IV, page 14 of the Agenda, **effective 202030.**

No discussion.

CARRIED

4.4.6 Religious Education Minor

4.4.7 Revision to all Français de base programs

4.4.8 Baccalauréat en éducation secondaire après diplôme Français de base Majeure

4.4.9 Nantes Collaborative Program Deletion

P. Osmond Johnson – S. Whalley

Motions 6-9 were MOVED together as revisions to La Bac programs. All revisions are outlined in Appendix IV, pages 15-19, **all effective for 202030.**

No discussion.

CARRIED

4.5 Report from the Faculty of Engineering and Applied Science

D. deMontigny presented the report on behalf of the Faculty of Engineering and Applied Science.

Item for Information

D. deMontigny presented the course revision listed on page 20 of the Agenda.

4.6 Report from the Registrar

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

Items for Approval

4.6.1. University Minimum GPAs

D'Arcy – Cripps

MOVED to approve revisions to the University Minimum GPAs as outlined on page 37 of the Agenda.

During discussion there was concern about having 60.00% as a University minimum GPA for degrees, diplomas, and certificates. Having a 60.00% UGPA becomes a barrier for mature students to graduate from a certificate program through CCE. For example, if a student attempts to complete a degree when they were fresh out of high school but was then MWd because of poor academic performance, and then they wanted to come back after the designated time away from the U of R, they would have to repeat courses that they wouldn't need for the certificate first and in some cases they would not be permitted to repeat those courses unless they were admitted to the specific faculty e.g Faculty of Engineering and Applied Science.

Other suggestions/questions:

1. Could there be two parameters for graduating UGPAs: one for certificates and diplomas and one for degrees?
2. Could they petition to graduate? The response was there already are hundreds of petitions each year.
3. Could they apply for the Fresh Start Program? The response was the Fresh Start Program needs to be reviewed.
4. For certificates could the UGPA be 50% -- nothing below?
5. Could the PGPA be a minimum 60.00%? The faculties set their PGPA's and most of the PGPA minimums are 65.00%
6. Students with previous university credit hours/grades they will be readmitted with a 65%
7. With the institution's reputation in mind, a 60.00% is reasonable.

The conversation about this motion needs to continue. Motion was withdrawn.

WITHDRAWN

4.6.2. 2021-2022 Academic Schedule

J. D'Arcy -- Cripps

MOVED to approve the 2021-2022 Academic Schedule as presented on page 38 of the Agenda.

During discussion there was concern about the proposed academic schedule. Input and questions were provided that included the following information:

- Five business days for submitting final grades in the fall term, no one wants to force people to work over the winter break to get their grades in.
- Jan 10 winter term start date should allow enough time to get the grades in.
- Academic Action is delayed. In some cases, students won't know their fate until after the add/drop deadline.
- Exam schedule? What is being scheduled in the final week of exams before December break? Could that final week be for exams less rigorous to mark?
- What is the time between the last day of classes and the first day of exams?
- Should we start the fall term before Labour Day?

It was expressed that a lot of effort goes into drafting an academic schedule with the many demands/restraints/considerations that have to be considered.

Motion was withdrawn.

WITHDRAWN

5. Adjournment

Moved by R. Evans at 10:29 a.m.

Minutes prepared by the Registrar's Office on behalf of
Saman Azadbakht, Chair
Council Committee on Undergraduate Admissions and Studies