

## Council Committee on Undergraduate Admissions and Studies

## Approved Meeting Minutes of

April 5, 2022

1:30 p.m.

Location: Zoom meeting

**Members Present:** Darlene Chalmers, Stephen Cheng (Chair), Doug Cripps, Naomi Deren, Barb Elich (Acting Registrar), Fidji Gendron, Dorothy Lane, Karen Lehmann, Robin Markel, Jérôme Melançon, Jacob Muthu, Pamela Osmond Johnson, Wes Pearce, Morina Rennie, Yaya Siggins, Toby Sperlich, Sean Whalley

**Guests:** Jacqueline Spalding

**Regrets:** James D'Arcy, David deMontigny, David Meban, Nader Mobed, Katlyn Richardson, Glenys Sylvestre, Hannah Tait

**Observers:** Heather Antonini, Tatum Cruise, Courtney Oleksinski, Janelle Richardson

**Recorder:** Coby Stephenson

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The meeting was called to order at 1:31 p. m. by S. Cheng, Chair.

**1. Approval of the Agenda**

S. Cheng corrected an omission on the Agenda – added the Faculty of Science as item 4.5. The Faculty of Science was presented as the first item under Reports from Faculties and Academic Units in order to accommodate F. Gendron's schedule.

D. Chalmers – K. Lehmann

Moved approval of the agenda as revised.

**CARRIED**

**2. Approval of the Minutes** of Meeting March 8 , 2022 - circulated with the Agenda

S. Whalley – D. Lane

**CARRIED**

**3. Business Arising from the Minutes**

**3.1 Registrar's Office**

B. Elich presented on behalf of the Registrar's Office.

**3.1.1 EXAM SCHEDULING AND EXAM REGULATIONS - REVISIONS**

B. Elich – D. Cripps

**MOVED** that the revisions to the Exam Scheduling and Exam Regulations sections of the Undergraduate calendar, as outlined on pages 2-5 of the Agenda, be approved to reflect current practice, effective immediately.

B. Elich asked if the Committee had a preference between “shall” and “will” under the On-site Exam Regulation on page 3 of the agenda. The Committee preferred “will.” The following indicates the friendly amendment:

**Admission to an Exam Room** – No student ~~shall~~ **will** be permitted to enter the exam room later than thirty minutes after the beginning of an exam. No additional time will be provided to a ~~student candidate~~ who arrives late to an exam.

**Leaving the Exam Room** – No student ~~shall~~ **will** be permitted to leave the exam room within thirty minutes after the exam has commenced. Unless permission has been granted by the exam invigilator, students may only leave their seats to turn in their answer book(s).

B. Elich referred to the Invigilation of Final Exams for remote, online, and off-campus courses section and asked, if the “student’s faculty” should actually refer to “the faculty that offers the course.” After a robust discussion, it was suggested that the following friendly amendment be made:

**Exam Location** – Students are expected to write their exams at the scheduled site/location. Permission to write an exam at a site other than what has been scheduled must be obtained from the dean, director, or designate of the faculty, federated college or academic unit offering the course ~~student’s faculty for the proposed site and invigilator~~. Students are responsible for making invigilation arrangements outside of the scheduled site and for any additional costs that are incurred. The University maintains the right to refuse a proposed site and invigilator.

Moved as revised above.

**CARRIED**

#### 4. Reports from Faculties and Academic Units

##### 4.5 FACULTY OF SCIENCE

F. Gendron presented the report on behalf of the Faculty of Science

##### 4.1.1. BACHELOR OF SCIENCE IN ENVIRONMENTAL HEALTH AND SCIENCE AND THE BACHELOR OF SCIENCE IN ENVIRONMENTAL HEALTH AND SCIENCE AFTER DEGREE – DELETION

F. Gendron – T. Sperlich

**MOVED** that Department of Biology, in conjunction with the First Nations University of Canada, move to delete (archive) the Bachelor of Science in Environmental Health and Science Program and the Bachelor of Science in Environmental Health and Science After Degree Program, **effective 202320**.

During discussion it was asked if there will be potential issues with students completing the degree by the April 2023 deadline. There is no foreseeable issues as F. Gendron has been in communication with students in the program over these last five years. INHS courses are no longer being offered, however, the students in the program have completed those requirements and so the remaining courses are still available.

**CARRIED**

#### 4.1. FACULTY OF ARTS

The Faculty of Arts report was received as information.

#### 4.2. LA CITÉ UNIVERSITAIRE FRANCOPHONE

##### 4.2.1. DE L'INFORMATION SUPPLÉMENTAIRE DANS LE CALENDRIER DE L'UNIVERSITÉ/ADDITIONAL INFORMATION IN THE UNIVERSITY CALENDAR

J. Melançon – D. Lane

Que la section “Admissions, Ré-admission, et Transfert” du University Calendar soit modifiée pour ajouter les deux paragraphes suivants :

**MOVED** that La Cité’s section of the Undergraduate calendar under the heading “Admission, Re-admission, and Transfer” be updated to include the two paragraphs found on pages 10-11 of the agenda, **effective 202320**.

J. Melançon asked that a typo be corrected: the heading: Cours Obsoletes is missing an accent it should be: Cours Obsolètes

During discussion it was explained that these paragraphs outline regulations that are already in place but are not currently published in the calendar. It is important to include these regulations for student awareness and transparency.

**CARRIED**

#### 4.3. FACULTY OF MEDIA, ART, AND PERFORMANCE

##### 4.3.1 MEDIA, ART, AND PERFORMANCE MAJOR CONCENTRATIONS - REVISIONS

S. Whalley – W. Pearce

**MOVED** that the Media, Art, and Performance major concentrations be revised as indicated on page 12 of the agenda, **effective 202320**.

During discussion it was asked why MAP would be offering Bachelor of Arts programs when BAs are associated with the Faculty of Arts.

It was in part a desire of the students. The Faculty of Media, Art, and Performance is unique to the U of R and may not be recognized in the same way as a faculty of Fine Arts and that a BA and BFA are both standard degrees in Fine Arts. This change will also better identify their area of study if they desire to apply for a graduate program. In the zoom chat, W. Pearce clarified that the faculty of MAP or Fine Arts has handed out BA degrees since 1968 and that BA’s are more studies-based than the BFA.

**CARRIED**

#### 4.3.2 CULTURE AND SOCIETY CORE REQUIREMENT ADDITION

S. Whalley – W. Pearce

**MOVED** that MAP 209, be added as a Culture and Society core requirement option for the following Media, Art, and Performance programs, **effective 202320**.

No discussion.

**CARRIED**

#### 4.3.3 MINOR IN MEDIA, ART, AND PERFORMANCE (THEATRE STUDIES) REVISION

S. Whalley – W. Pearce

**MOVED** to revise the Minor in Media, Art, and Performance (Theatre Studies) as indicated in the template on page 14, **effective 202320**.

No discussion.

**CARRIED**

#### 4.3.4 MINOR IN FILM PRODUCTION REVISION

S. Whalley – W. Pearce

**MOVED** to remove FILM 280AA as an option in the Minor in Film Production, **effective 202320**.

No discussion.

**CARRIED**

The remainder of the report was received as items for information.

D. Lane identified a typo in the course description: “it’s” should be “its” as corrected below:

#### **MU ~~399AE~~ 330 Video Game Music: History, Theory, Practice**

This course introduces the rich repertoire of video game music—~~it’s~~ its history, theory, and practice. Representative games, soundtracks, scores, and composers will be examined, as will some technical processes involved. Discussions will include image and sound synchronization; comparisons to other audiovisual media; and ways technological developments create constraints and possibilities.

\*Note: music reading ability is an asset but not required\*3.000 Credit hours

T. Sperlich asked if MAP 209 migrating from an experimental course to a permanent offering should be a new course as opposed to a revised course. J. Richardson from Catalogue agreed that it is a new course. C. Stephenson asked if it was necessary to take it back or was it was only a matter that the heading was incorrect and it should have been presented as a New Course. J. Richardson stated in zoom chat: “As long as it went through Faculty council it would just be adjusting the wording on the agenda.” S. Whalley said he’d take it back to the Faculty to ensure it was an approved change at faculty council and will submit a new course form at the next CCUAS meeting. P. Osmond Johnson suggested to add it to the next ADA meeting. It will be clarified at the next meeting what the process is for migrating experimental courses to permanent offerings.

#### 4.4. FACULTY OF NURSING

K. Lehmann presented the items for information on behalf of the Faculty of Nursing.

No discussion.

#### 4.6 FACULTY OF SOCIAL WORK

D. Chalmers presented the report on behalf of the Faculty of Social Work.

##### 4.6.1. STALE-DATED COURSES POLICY

D. Chalmers – S. Whalley

**MOVED** to adjust/update the Faculty's stale-dating policy to clarify that stale-dated courses include social work electives, ISW and INSW courses and that all stale-dated courses cannot be used for admission into the BSW program, as indicated on pages 17-18 of the agenda, **effective 202220**.

During discussion it was asked if the motion needed some revision as it could be interpreted that social work electives, ISW and INSW courses are stale-dated rather than the stale-dated policy also applies to those courses.

Friendly amendment to the motion: To adjust/update the Faculty's stale-dating policy **to** clarify that stale-dated courses include social work electives, ISW and INSW courses and that all stale-dated courses cannot be used for admission into the BSW program, as indicated below, effective 202222.

Moved as revised.

**CARRIED**

The remainder of the report was presented as items for information.

In zoom chat, D. Chalmers indicated that the course SW 401 description should be:

##### **New Course**

To make SW 480AS a permanent offering in the Course Catalogue by assigning it a base course number of SW 401, making SW 480 AS historical, and listing both courses as equivalent in Banner and the course description.

~~SW 480 AS~~ SW 401 "Animals, Social Work & Society"

An introduction to the theoretical and practical applications of animals and social work. This course offers a perspective on why and how animals ought to be important to social work. It will explore applications across the lifespan and include attention ~~upon~~ to the welfare of animals ~~in and of~~ themselves. \*Note: formerly numbered SW 480AS. Students may only receive credit for one of SW 401 and SW 480AS.

#### 4.7 CENTRE FOR CONTINUING EDUCATION

R. Markel presented the report on behalf of the Centre for Continuing Education

##### 4.7.1 HIGH SCHOOL ACCELERATED PROGRAM REVISION

R. Markel – D. Lane

**MOVED** that the regulations for applications to the High School Accelerated Program (HSXL) be changed as outlined on page 19 of the agenda, **effective 202230**.

This revision will remove administrative barriers that cause delays in the application process.

**CARRIED**

##### 4.7.2 CERTIFICATE IN EARLY CHILDHOOD EDUCATION AND THE HELPING PROFESSIONS – TEMPORARY ADMISSION SUSPENSION

R. Markel – P. Osmond Johnson

**MOVED** to temporarily suspend admissions for the Certificate in Early Childhood Education and the Helping Professions, **effective immediately**.

It was asked if this should be a joint motion with the Faculty of Education. Then it was asked if it should just be an item for information because it is only a temporary suspension. It was understood this was what was agreed to. Email communications were reviewed and indeed, it was agreed that this was an item for information. It was withdrawn as a motion and presented as an item for information.

##### 4.7.3 ENGLISH AS A SECOND LANGUAGE (ESL) SECTION IN UNDERGRADUATE CALENDAR REVISION

R. Markel – M. Rennie

**MOVED** to update the ESL section of the Undergraduate Calendar as indicated on pages 20-24 of the Agenda, **effective 202230**.

During discussion a few issues under the Performance Regulations heading were identified on page 22 of the agenda:

1. Bracket wasn't closed.
2. The language explaining the academic action needs clarification.
3. Using EAP and ESL is confusing

The following includes the revisions agreed upon via a friendly amendment (in red):

**The English for Academic Purposes program allows for courses EAP 005-101 to be repeated twice. After two failures at the same level (including an unofficial 'drop' after mid-terms - a grade of NP),**

students will be placed on **Academic Action probation**. If the student fails the level for a third time, the student will be ~~placed on Faculty Probation and be~~ required to sit out from the EAP Program for one **term**. Failures do not have to be in consecutive terms. After one **term** of absence from the program the student can apply to take the course again. The student must meet with the Student Advisor/Counsellor during the first week of classes, and every second week after that, to discuss ~~his or her~~ **their** study habits, goals, and future plans before continuing their studies in the **ESL EAP** Program. If a student fails a level for the fourth time after readmission, the student will be withdrawn from the EAP program and will be Required to Discontinue (RTD) indefinitely.

**MOVED as revised.**

**CARRIED**

#### **4.8. FACULTY OF BUSINESS ADMINISTRATION**

M. Rennie presented the report on behalf of the Faculty of Business Administration.

##### **4.8.1. INTERNATIONAL BUSINESS MAJOR/CERTIFICATE**

M. Rennie – T. Sperlich

**MOVED** that the Major in International Business be discontinued, **effective 202330**, and replaced by a new Certificate in International Business (as shown on page 29-31 of the agenda) to be initiated **effective 202230**.

During discussion it was asked if the major will become discontinued or is it just being inactivated? Discontinued. The 202230 term is already open for registration, does the effective date for the certificate make sense. The certificate has mostly the same courses as the major, but this way students outside of the Faculty of Business Administration can earn the certificate. Students don't declare a major until they apply to graduate and so we are uncertain how many students are working on this major currently.

**CARRIED**

At the request of F. Gendron, M. Rennie withdrew the ADMN 228 course from the items for information. J. Richardson confirmed that the course form will not be processed at this time. FNUUniv needs more time to review this course.

5. **Adjournment** – S. Whalley moved to adjourn at 2:43 p.m.