



Council Committee on Undergraduate Admissions and Studies

Date: October 27, 2023

To: Council Committee on Undergraduate Admissions and Studies

From: Coby Stephenson on behalf of Dr. Jacob Muthu, Chair

Re: Meeting of Thursday, November 2, 2023

A meeting of the Council Committee on Undergraduate Admissions and Studies is scheduled for Thursday, November 2, 2023, 10:00 a.m. – 12:00 p.m. in AH 527 (Boardroom).

AGENDA

- 1. Approval of the Agenda**
- 2. Approval of the Minutes of Meeting October 5, 2023** - circulated with the Agenda
- 3. Business Arising from the Minutes**
- 4. Reports from Faculties and Academic Units**
 - 4.1. [Faculty of Engineering and Applied Science](#)
 - 4.2. [Faculty of Kinesiology and Health Studies](#)
 - 4.3. [Faculty of Media, Art, and Performance](#)
 - 4.4. [Centre for Continuing Education](#)
- 5. Adjournment**

4. Reports from Faculties and Other Academic Units

4.1. Faculty of Engineering and Applied Science

Item for Information

The Faculty of Engineering and Applied Science is submitting the following item for information to CCUAS.

Energy System Engineering (ERSE) Program

The Energy Systems Engineering (ERSE) program templates (Energy Transportation and Storage option, Petroleum option, and Sustainable Energy option), will be updated by moving ENEV 223 from Term 6 (Spring/Summer) to Term 5 (Fall) and moving the Social Science and Humanities Elective from Term 5 to Term 6, **effective 202420**.

ENEV 223 will only be offered once a year, in the fall term. Initially, ERSE program scheduled ENEV 223 for the spring/summer term. Moving ENEV 223 to the fall term will have no effect on the ERSE program. ENEV 223 is not used as a prerequisite until Term 8 or 9 Term and ERSE students will have taken it to satisfy any prerequisite requirements

Term 5 (Fall)	
3.0	*Social Sciences and Humanities elective <u>ENEV 223</u>
3.0	ENEV 261
3.0	ENGG 303
3.0	ENER 301
3.0	ENGG 330
Term 6 (Spring/Summer)	
3.0	BUS 260
3.0	<u>ENEV 223</u> *Social Sciences and Humanities elective
3.0	ECON 201
3.0	ENIN 253
3.0	ENIN 350

End of Report from the Faculty of Engineering and Applied Science

4.2. Faculty of Kinesiology and Health Studies

Item for Discussion

Discussion of in-person final exam policy for online courses

Background:

In the last 10-15 years, the Faculty of KHS has developed a large number of online courses (approx. 75% of our degree programs) that are scheduled frequently in any given academic year (for e.g., some courses are offered every semester with two out of 3 offerings being online). Many of these courses have large numbers of students (e.g., 150-200) with a high percentage of academic misconduct cases. The labour intensive nature of invigilating online exams (i.e., after the fact review of ProctorTrack videos) creates an environment that violates academic integrity as a result of non-reporting (i.e., non-invigilated exams due to lack of review). To address this issue, the Faculty recently implemented Level 4 ProctorTrack (live) invigilation for all online courses with a corresponding increase in academic misconduct cases (approx. a 100% increase). The administrative consequences (e.g., backlog of cases, student registration issues, sessional instructor issues) and financial and labour-related costs of using this method to maintain academic integrity is not sustainable, so the faculty is proposing a policy to return to in-person final exams for online/remote courses.

Draft Policy:

Scheduled **final** exams in delivered distance learning courses in the Faculty of Kinesiology and Health Studies (asynchronous online, televised, video-conferenced, hybrid remote sections) must be invigilated in person by a University-authorized invigilator except for those courses with a take-home final exam.

Students living within 60 kilometers of the University of Regina main campus must write their final exam at that location. Saskatchewan based students not able to write the exam at the main campus must make arrangements to write the exam at a designated, pre-authorized site within Saskatchewan. The exam can be written at any authorized exam centre that meets the student's schedule and needs. Students will be responsible for any fees the exam centre may charge. A list of authorized invigilation centres will be provided.

Students who wish to write at any other location in Saskatchewan, or to write at a location outside of the province, must receive approval from the Dean's office for the proposed site and/or invigilator.

Note: Students writing outside of the main U of R campus are responsible for making their invigilation arrangements and any costs associated with invigilation.

Students must provide photo identification to the invigilator prior to writing.

End of Report from Kinesiology and Health Studies

4.3. Faculty of Media, Art, and Performance

The Faculty of Media, Art, and Performance is submitting the following item for approval to CCUAS.

Items for Approval

4.3.1. The Faculty of Media, Art, and Performance and the Pathway Program

Motion: To remove the Faculty of Media, Art, and Performance from the Pathway Program, **effective immediately.**

Background:

In May and June 2021, CCUAS, E of C, and Senate approved Pathway Program revisions. Erroneously, the motion included the Faculty of Media, Art, and Performance (MAP) in the introductory paragraph. MAP's faculty council never approved inclusion in the Pathway Program. After consultation with MAP and Enrollment Services, MAP was removed from the Pathway Program paragraph during production of the 2023-2024 Undergraduate Calendar.

In April 2023, this error was presented to CCUAS as an item for information. However, "because the Pathway Program was presented and approved at Senate, it is best that any errors are submitted as they were originally approved. MAP cannot be removed from the Pathway Program without a motion being brought forward. (April CCUAS Minutes)."

As a matter of process, the Pathway Program error was presented at MAP's faculty council in October. **Please note:** CCUAS approved the motion to remove Science from the Pathway Program at the April CCUAS meeting and approved to suspend the Pathway Program at the May CCUAS meeting. If today's motion is carried, the motion to suspend the Pathway Program will be included on the next Executive of Council agenda.

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The Pathway Program

Students who do not meet traditional admission criteria may be eligible for admission to the Pathway Program. Applicants to the Faculty of Kinesiology and Health Studies, the Faculty of Science, and ~~the Faculty of Media, Art and Performance~~ will be accepted into the Pathway Program if they do not meet normal admission requirements but meet the requirements stated below. Applicants to other faculties may be considered for the Pathway Program on an individual basis. Students accepted to the Pathway Program will experience a highly supported learning environment while receiving access to higher education. The Pathway Program provides a mechanism for students to transition into University so they can be successful in their studies, and enter the program of their choice. Students wishing to transfer faculties will need to meet faculty transfer requirements.

End of Report from the Faculty of Media, Art, and Performance

4.4. Centre for Continuing Education

The Centre for Continuing Education is submitting the following items for approval to CCUAS.

Items for Approval

4.4.1. Revisions to the Advanced Certificate in Local Government Administration

Motion: To amend the GES/ECON requirements for the Advanced Certificate in Local Government Administration as outlined in the following template, **effective 202430.**

Credit Hours	Advanced Certificate in Local Government Administration Required Courses
3.0	LG 200
3.0	LG 202
3.0	LG 204
3.0	LG 206
3.0	LG 208 AA-ZZ series
6.0	Two of*: PSIC 100, ECON 100, ECON 201, GES 100 Two courses in topics relevant for municipal administrators, such as Business, Political Science, Economics, etc. at the 200-level or above.
*Remaining courses may be taken as electives if not taken as core courses.	
Elective courses	
Nine additional credit hours chosen from the list of subjects below, of which two courses must be at the 200-level or above. Electives must be selected from at least two different disciplines.	
9.0	Anthropology, Business, Economics, Geography, Canadian History, Indigenous Studies, Public Relations, Psychology, Political Science, Religious Studies, Sociology, or Women and Gender Studies.
30.0	Total: 60% PGPA required
Courses should include topics in areas of public or business administration, community development, prairie studies, climate change, etc. These electives must be approved by the Career and Professional Development Division, CCE, in consultation with the LGA Advisory Committee.	

Background: Students have been having a difficult time finding relevant options for the “two of” category in every term, especially at a distance.

Rationale:

This change will give students greater choice in the subject areas they can use toward the program. The change will mean that students can take 100-level courses to use as prerequisites for the “two-of” category at the 200 level. This proposed change was approved at the Spring 2023 LGA Advisory Committee meeting.

End of Motion

4.4.2. Revision to CCE Post-Secondary Admissions

Motion: To change the admission requirements for applicants based on post-secondary admission criteria, **effective 202420.**

Current language: ~~Applicants who have attempted 15 credit hours or more of approved post-secondary education must have a minimum AGPA of 60% on all post-secondary courses attempted.~~

Proposed change:

Applicants who have attempted 15 credit hours or more of approved post-secondary education must have a minimum AGPA of 60% on the most recent 15 credit hours of post-secondary courses attempted.

Background & Rationale: Most U of R faculties don't base admission decisions on all post-secondary attempted, but instead base admission on the most recent 30 credit hours attempted. We would like to consider only the most recent 15 credit hours, as our demographic can be quite different than the student demographic applying to degree programs. Our students are often older and have returned to study many years after their last post-secondary experience. Often these students will have a vastly different experience with more recent courses and can demonstrate growth in their focus and habits.

Note: This information is found in the Undergraduate Admissions section in the table on page 20 in the Undergraduate Calendar.

End of Report from the Centre for Continuing Education

5. Adjournment