SENATE COMMITTEE ON UNDERGRADUATE STUDIES

MINUTES

April 4, 2019 ~ 2:30 pm – 4:30 pm
W.A.C. Bennett Library Room 7100

Attendees: W. Parkhouse (Chair), E. Elle (Vice-Chair), A. Chinnery (for N. Gajdamaschko), D. Hik, R. Khan Hemani, K. Nordgren (secretary), C. Murray, K. Oldknow, S. Poyntz, S. Rhodes, S. Spector, N. van Houten, D. Yang (for P. Kingsbury)

Guest: D. Knowler, Associate Professor, Faculty of Environment

Regrets: M. Crouch, P. Kingsbury

1. Approval of the Agenda

There were two additional items added under Other Business:
(i) SCUS sub committees
(ii) Update on FUSION, the Future Skills Innovation Network

The agenda was approved as amended.

2. Approval of the Minutes of March 7, 2019

The minutes were approved as presented.

3. Open Discussion

a. Mandatory Review of New Credentials (Programs, Majors, Certificates, etc.)

Before the Open Discussion began, the Chair spoke about the annual SEMC retreat. He noted that many of the topics and attendees overlap with SCUS and recommended that the invitation be extended to the SCUS group. The Chair will send out information regarding this year’s retreat scheduled on May 31st, which will be held at the Vancouver campus at Harbour Centre.

OPEN DISCUSSION

The Chair began this discussion on a mandatory review of new credentials by stating that when the University creates new credentials there is rarely a review of the program’s success. SFU has no policy/process and so he thought this would be a good topic for discussion, with the potential to set parameters for reviews.

The SCUS group thought this was an important topic, but also agreed that a significant amount of time has to pass before a program can be determined to be successful or not. Discussion ensued.

- New programs take time to gain traction; a suggestion was made for an interim review or update.
- A question was asked regarding the definition of ‘working’ or success?
  - Is it the number of students enrolled in the program after three or four years, or more? Is the program popular enough to be sustainable?
• A recommendation was made to strategize: i.e. what do units need?
  o Professional Development? Communication and collaboration on best practices?
• Parameters of success – academic, completion rates, etc. If parameters are set for credential reviews, ensure that they apply fairly to all credentials.
• A suggestion was made for a report at the faculty level after four years.
• A suggestion was made to include a statement in the NOI/FPP re: how and when to review this program.
• A question was raised for reviewing existing programs, which sometimes experience a period of dormancy; how and when to decide if this dormant period is permanent?
• A suggestion was made to incorporate a probation period before discontinuing a program, including discussions on why the program was not successful, and then proceed to suspension/deletion.
• A comment was made to keep a review deadline in mind, as students do not communicate intention to declare – and may be working towards a credential prior to admission into the program.

All agreed it would be useful to review/report at the five-year mark and to establish metrics for success & for the discontinuation of a credential.

The Chair noted that there was no opposition for reviewing a new program within a reasonable amount of time and agreed that adding individual metrics within the NOI/FPP for review will benefit students as well as faculties.

Next topic for Open Discussion: Can we streamline the NOI/FPP process to reduce the time for program approval.

4. New Business

COURSE CHANGES (SCUS 19- 27)

The following course changes were approved under delegated authority, effective Spring 2020.

a. Faculty of Communication, Art and Technology

1. School of Interactive Arts and Technology
   (i) Prerequisite change for IAT 206W and 309W

b. Faculty of Environment

1. The School of Resource and Environmental Management
   (i) Title and equivalent statement change for REM 319
   (ii) Equivalent statement change for REM 407
c. Faculty of Science

1. Department of Biomedical Physiology and Kinesiology

   (i) Title, description and prerequisite change for BPK 142, 420, 421, 422 and 423

2. Department of Statistics and Actuarial Science

   (i) Prerequisite change for STAT 440

PROGRAM MODIFICATIONS

a. Faculty of Communication, Art and Technology (SCUS 19-29)

1. School of Interactive Arts and Technology

Motion 1
It was moved by S. Poyntz and seconded by S. Spector

   “that SCUS approve under delegated authority and send to Senate for information the lower division
   requirement changes to the Interactive Arts and Technology Major and Honours, Bachelor of Science
   programs effective Spring 2020.”

   CARRIED

b. Faculty of Science (SCUS 19-31)

1. Department of Mathematics

Motion 2
It was moved by D. Hik and seconded by K. Oldknow

   “that SCUS approve under delegated authority and send to Senate for information the:
   • Upper division requirement changes to the Mathematics Bachelor of Science Major program
   • Upper division requirement changes to the Operations Research Bachelor of Science Major
     and Honours programs effective Spring 2020.”

   CARRIED

NEW PROGRAMS

a. Faculty of Communication, Art and Technology (SCUS 19-32)

Motion 3
It was moved by S. Poyntz and seconded by S. Spector

   “that SCUS approve and recommend to SCUP the Full Program Proposal for the Certificate in Creative
   Technologies in Digital Journalism.”

   CARRIED
S. Poyntz provided background information for the program, and thanked all those involved to make this agenda item possible. S. Poyntz answered questions posed by SCUS members:

- Has SFU offered a certificate program like this before?
  - Yes, the International Experiential Learning Certificate (Beedie School of Business).
  - SFU has a long-term relationship with Griffith University. a key player and very enthusiastic about this program.
- Is it sustainable with such small number of students noted in the FPP?
  - Certificates historically have small number of students – we are not adding courses or requirements.
- What is the benefit of going to Griffiths?
  - A strong record in digital journalism; complements strengths in SIAT and Communication/Communication.
  - The opportunity for international exchange – student will study in spring and summer in Australia and back to SFU to study in the fall; it will not lengthen their graduation term.

NEW COURSE PROPOSALS

a. Faculty of Environment (SCUS 19-28)

1. The School of Resource and Environmental Management

Motion 4
It was moved by D. Yong and seconded by S. Poyntz

“that SCUS approve under delegated authority and send to Senate for information the following new course proposals effective 2020:

- PLAN 200-3, Introduction to Planning
- PLAN 300-4, Methods for Planning Analysis
- PLAN 302-0, Planning Internship 1
- PLAN 319-3, Environmental and Planning Law
- PLAN 400-4, Planning Theory and Policy Analysis
- PLAN 402-0, Planning Internship 2
- PLAN 406-4, Rural Planning and Development
- PLAN 407-4, Indigenous Governance and Resource Relationships
- PLAN 408-4, Environmental Planning for Sustainable Communities
- PLAN 443-4, Public Engagement, Mediation and Conflict Resolution in Planning
- PLAN 495-4, Professional Planning Capstone.”

CARRIED

D. Knowler expressed his appreciation for the consultation with FASS and answered questions posed by the SCUS group. He explained existing faculty plus one incoming will be teaching these 11 new courses and discussion ensued with concern regarding the ‘0’ credit for PLAN 302 and 402.

Members stated that to be consistent, whether we call these courses co-op, internship, or work experience, the units do not count toward a degree. Concerns were raised that the course descriptions appear different from a co-op. Can the student complete the internship while taking courses? Will there be enough internship opportunities for students? Some members thought it should have a ‘1’ credit.
All agreed to approve this agenda item subject to review of the ‘0’ credit and confirm whether this is consistent with similar internship courses.

PROGRAM MODIFICATIONS cont’d

a. Faculty of Environment (SCUS 19-30)

1. The School of Resource and Environmental Management

Motion 5
It was moved by D. Yang and seconded by S. Poyntz

“that SCUS approve under delegated authority and send to Senate for information the requirement changes to the REM Major program by adding the REM Planning stream effective Spring 2020.”

CARRIED

The members agreed to approve the program, but table the Calendar language section for further discussion and review at the next SCUS meeting.

There was much discussion and concern regarding the program changes and the Calendar language. The main concern was that the program changes are consistent with language used when creating a new program. K. Nordgren explained that when adding a stream/concentration to a major or honours program, the stream/concentration requirements are embedded within the major/honours program; however, the REM Planning stream appears as a stand-alone program.

D. Knowler answered questions posed by the SCUS members and discussion ensued.

• Why was the program not created as a new major?
  o Limited resources at the moment. If approved, this will be the first undergraduate planning program offered in the lower mainland. SFU will be the first to offer an REM planning program and we predict the demand will be substantial.
  o The program mimics for the most part REM major, with the addition of the PLAN courses
  o The accreditation process requires that the program be distinctive; and it will lose its visibility if presented any other way.

A comment was made that this program may be precedent-setting.

K. Nordgren will provide REM with sample Calendar language for similar programs, where the stream is distinguished from the program, but is still a part of the major or honours program.

Motion 6
It was moved by D. Yang and seconded by K. Oldknow

“that SCUS approve under delegated authority and send to Senate for information the REM Major Planning Stream Parchment effective Spring 2020.”

TABLED

There was brief discussion regarding what the parchment would look like and how consistent it is with other parchments from other faculties. D. Yang explained the reason for proposal is for accreditation requirements. All agreed to table this item in order to review a mock up parchment and then vote accordingly. K. Nordgren to provide the mock up parchment at the next SCUS meeting for review and approval.
5. Other Business

a. Scheduling Policy Update and Next Steps

W. Parkhouse provided a Scheduling Policy update. He has presented the draft policy recommendations to the Faculty Association and to the Chairs and Directors and received no major objections. These groups were appreciative of the thoughtfulness put into the draft policy. The Chair added that now SCUS’s involvement is needed. S. Birnie will meet with the Faculty chairs for their feedback before going through to Senate. The goal is to present at Senate by the end of July. A brief discussion followed.

b. Subcommittee on Policy/Regulations/Practices

W. Parkhouse spoke to this agenda item, providing a brief history of the Assessment Committee created in Graduate Studies. He explained that at the graduate program level, the meeting agendas were lighter and so there was more time to discuss new programs; whereas at SCUS, there is limited time to discuss and review new programs – which can lead to unnecessary delays. The Chair would like to create an assessment committee to begin work early on NOIs to ensure they receive an appropriate review/attention, with the goal to speed up this process.

K. Oldknow added that he recently had gone through a similar process – holding a pre-meeting with a more detailed vetting. He explained it was challenging at first, but was worth the time and effort.

There was a suggestion to focus on programs requiring ministry approval, which would be reviewed/vetted by the assessment committee.

c. FUSION Update

E. Elle spoke to this agenda item, providing SCUS with the background of this new partnership focused on skills development, FUSION, the Future Skills Innovation Network. There are 6 universities working together to improve post-secondary outcomes for students: SFU, University of Calgary, University of Saskatchewan, Carleton University, Concordia University and Memorial University.

She added that she will be looking for partners for help on how to best utilize the funding.

Meeting adjourned at 4:17 pm
Minutes prepared by R. Balletta