SENATE COMMITTEE ON UNDERGRADUATE STUDIES

MINUTES

July 6, 2017 ~ 2:30 pm – 4:30 pm
STRAND HALL ROOM 3171

Attendees: G. Myers (Chair), A. Chinnery, P. Gallilee, P. Gamble (student),
J. Hinchcliffe (secretary), M. Lechner, C. Lowenberger, C. Murray, K. Oldknow,
S. Poyntz, S. Rhodes, S. Spector

Regrets: A. Clapp, A. Farah, D. Ng

Guests: Rella Ng, Associate Registrar, Information, Records and Registration
Min-Ni Sharpe, Manager, Schedules

Introductions were made for the benefit of the student representative.

1. Approval of the Agenda

Motion 1
It was moved by C. Murray and seconded by S. Spector

“that SCUS approve the Agenda of July 6, 2017 as presented with the addition of MBB 441 description change under Course Changes.”

CARRIED

2. Approval of the Minutes of June 1, 2017

Motion 2
It was moved by A. Chinnery and seconded by K. Oldknow

“that SCUS approve the minutes of June 1, 2017.”

CARRIED
3. Old Business

NEW COURSE PROPOSALS

a. Faculty of Science [SCUS 17-26c]

Motion 3
It was moved by C. Lowenberger and seconded by S. Poyntz

“that SCUS approve under delegated authority and send to Senate for information the following New Course Proposals effective Summer 2018.”

CARRIED

1. Department of Chemistry

New Course Proposals:
• CHEM 284-1, Organic Chemistry IIb
• CHEM 399-3, Special Topics in Chemistry and Society

2. Department of Mathematics

New Course Proposals: MATH 301-3, Mathematical Journeys I

PROGRAM CHANGES

a. Faculty of Science

Motion 4
It was moved by C. Lowenberger and seconded by S. Poyntz

“that SCUS approve under delegated authority and send to Senate for information the following program changes effective Summer 2018.”

CARRIED

1. Department of Physics [SCUS 17-27d]

- Upper division requirement changes to the
  o Biological Physics Major and Honours programs
- Requirement changes to the
  o Chemical Physics Major and Honours programs
  o Requirement changes to the Applied Physics Major and Honours programs
  o Requirement changes to the Mathematical Physics Honours program
• Lower division requirement changes to the Physics Major and Honours programs

2. Department of Statistics and Actuarial Sciences

   (i) Lower division requirement changes to the STAT honours and major programs effective Summer 2018.

4. New Business

COURSE CHANGES (SCUS 17-29)

Motion 5
It was moved by S. Spector and seconded by C. Lowenberger

“that SCUS approve under delegated authority and send to Senate for information the following course changes effective Summer 2018.”

CARRIED

a. Faculty of Communication, Art and Technology

1. Interactive Arts and Technology

   (i) Prerequisite and description change for IAT 265 and 267
   (ii) Description, prerequisite and equivalent statement change for IAT 343
   (iii) Description and equivalent statement change for IAT 344, 432
   (iv) Units, description and prerequisite change for IAT 396
   (v) Description change for IAT 438
   (v) Temporary withdrawal of IAT 403 and 405

2. Publishing

   (i) Title change for PUB 201
   (ii) Description change for PUB 456
   (iii) Deletion of PUB 210

b. Faculty of Science

1. Department of Molecular Biology and Biochemistry

Motion 6
It was moved by C. Lowenberger and seconded by S. Poyntz
“that SCUS approve the description change for MBB 441 effective Summer 2018.”  
CARRIED

PROGRAM CHANGES (SCUS 17-30)

a. Beedie School of Business (SCUS 17-30a)

Motion 7
It was moved by S. Spector and seconded by P. Gamble

“that SCUS approve under delegated authority and send to Senate for information the Admission requirement changes to the:
- Interactive Arts and Technology and Business Joint Major – Bachelor of Arts, Bachelor of Business Administration and Bachelor of Science
- Molecular Biology and Biochemistry and Business Administration Joint Major – Bachelor of Science
- Business & Economics Joint Honours – BA or BBA
- Business & Communications Joint Major
- Information Systems in Business Administration and Computing Science Joint Major
- Business & Economics Joint Major
- Business & Geography Joint Major
- Business & Psychology Joint Major

Requirement changes for external transfers
Requirement changes for Joint Major admissions effective Fall 2017.”
CARRIED

Note, these changes were overlooked in the Beedie March submission and are required for the Fall Calendar. They are on the agenda and in the minutes so that there is a record of them in the Senate document repository.

b. Faculty of Communication, Art and Technology (SCUS 17-30b)

Motion 8
It was moved by S. Poyntz and seconded by K. Oldknow

“that SCUS approve under delegated authority and send to Senate for information the following program changes effective Summer 2018.”
CARRIED

1. The School of Interactive Arts and Technology

[i] Lower division requirement changes to the:
- IAT Honours Bachelor of Arts program
- IAT Honours Bachelor of Science program
(ii) Upper division requirement changes to the:
- IAT Bachelor of Arts Major program
- IAT Bachelor of Science Major program
- IAT Second Degree Bachelor of Arts program
- IAT Second Degree Bachelor of Science program

(iii) Admission requirement changes to the:
- IAT Minor

2. Publishing Program

(i) Upper division requirement changes to the Publishing Program Minor

3. School of Communication

(i) Upper division requirement changes to the CMNS Honours (Option A and Option B)

**c. Faculty of Health Sciences [SCUS 17-30c]**

**Motion 9**
It was moved by M. Lechner and seconded by C. Lowenberger

"that SCUS approve under delegated authority and send to Senate for information the Requirement changes for internal transfers for the Health Sciences Major – Bachelor of Arts and Bachelor of Science programs effective Summer 2018."

CARRIED

The Chair requested a future discussion regarding regularizing course pre-requisite/co-
requisite language in particular when brackets and parentheses are used by providing a guideline on how to use them.
The secretary also added that the program modification form has been slightly revised to
make clear what an effective date is versus when a course or program is being offered as
there have been instances where future new courses are brought forward and added to the program before the courses are activated.

5. Other Business

**a. Major on Degree Parchment [SCUS 17-31]**

**Motion 10**
It was moved by S. Spector and seconded by C. Murray
“that SCUS approve the inclusion of the highest level of academic studies and/or defining characteristics of the undergraduate degree credential on the parchment effective for the June 2018 convocation.”

CARRIED

Rella spoke to this agenda item and answered questions posed by the committee members. There was much discussion regarding the various versions of parchments pertaining to each individual Faculty. It was agreed to revise the parameters to include requests from Engineering Science and Business, who both use concentrations instead of majors. Rella will meet with each Faculty to clarify their highest level of academic studies and how it would appear on a parchment.

Wording was revised on the Parchment Principles and Practices document to reflect this change. Rella to forward the revised documents to J. Hinchliffe.

The secretary suggested this go to senate for information as it does not refer to undergraduate curriculum.

**b. Course Scheduling (For Discussion)**

G. Myers gave some background of this agenda item for the benefit of the new student member.

There was much discussion and many questions for the Chair posed by the SCUS committee members.

Some of the comments/concerns were:

- Scheduling constraints are not just from the faculty but from lack of space availability and students’ requests; it’s a balance of a number of confounding factors.
- What will the schedule look like for all three campuses; does this scheduling pattern include all three campuses?
- Why change everything all at once? Can we make smaller changes and revise as needed?
- If this proposal achieves better space utilization, then it’s worth it but we do need discussion on potential disasters

M. Lechner will forward to the Chair the results of a survey taken by students in 2013 in which one of the questions posed was what they preferred in terms of scheduling their courses.

The members agreed several processes need to occur before this proposal could be presented to their faculty.

- Would like to see modelling done for each Faculty using these new scheduling patterns
- The Chair to meet with each Faculty and help present this proposal
- Delay the Notice of Motion until these other two items are completed

The Chair agreed to explore modelling for the Faculties and to meet with each faculty in assisting with their presentation but feels a Notice of Motion should still be brought forward to SCUS. The Chair reiterated that a Notice of Motion is not a Motion; it’s an opportunity to have time to look over data before going to the next step.
Meeting was adjourned at 5:00 pm
Minutes prepared by R. Balletta