1. Approval of the Agenda

The Vice-Chair added an additional agenda item under Other Business regarding the CODE transition. The Agenda was approved as amended.

2. Approval of the Minutes of May 2, 2019

The Minutes were approved as presented.

The Chair provided update regarding the approval of the NOI for the Minor in Social Analytics at SCUP, which gave rise to the issue of lengthy NOI documents. He provided SCUP with information regarding discussions in progress at SCUS to streamline the NOI and FPP process. He commented that there were no objections and reaffirmed proceeding with this initiative.

3. Open Discussion

a. Retention

(i) Follow-up on SEMC-UG retreat

Open discussion

The Chair provided highlights from the SEMC-UG retreat for the benefit of those SCUS members who could not attend.
The retreat focused on three main topics:

- Retention
- Credit load
- New student enrollments (18 – 24 year old, indigenous, and international students)

The Chair said the retreat was beneficial and the groups were fully engaged in discussion of the topics. The need for alignment between central administration and the faculties on the principles and goals for retention was a key point. We need to reframe retention in terms of retention to the University and retention to system (intra-faculty transfer), and not just retention within a faculty. Target setting for international students should factor in different categories.

The Chair noted several action items for further development in terms of credit load limits, including: policies, tuition, culture, mental health, and advising components. For example, taking a lower credit load costs more over time due to living expenses and other extraneous costs.

S. Spector commented that, according to IRP, over the past seven years SFU the average age of students has decreased from 24+ to 21 years old. Discussion ensued as to the reasons for this decrease, primarily the stable economy resulting in less incentive for those 24 years+ to improve their job skills and the cost of a four-year program. A suggestion made was made to investigate the permeability or crossover from Lifelong Learning programs to a credit program; since more students may be attracted to one-year programs.

S. Birnie commented on the lack of a concrete institutional definition of full-time study, and so “full-time” is often based on external parties (CRA, Student Loans) definitions. He feels there is a strong need for more structure within programs to assist advisors and students in setting credit load expectations. P. Kingsbury added there should be more support and resource for advisors perhaps inviting advisors to a SEMC meeting to strengthen the link between advisors and faculty. The Chair noted these items may be addressed in the external review currently in progress within Student Services.

N. van Houten commented that the retreat would have benefited from the input of other key stakeholders, including students. The Chair noted the concern; however, SEMC is an operational committee with no student members, although many of the issues discussed are student-related. A suggestion was made to gather information of best practices of other institutions to enhance retreat conversations.

The Chair noted in closing that sharing best practices and the exchange of ideas between faculties and with other institutions has always proven to be beneficial to all.
4. New Business

COURSE CHANGES (SCUS 19- 38)

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

a. Faculty of Applied Sciences

1. Mechatronic Systems Engineering (MSE)
   (i) Equivalent statement change for MSE 429

b. Beedie School of Business

   (i) Prerequisite change for BUS 428, 431, 435 and 479
   (ii) Prerequisite and course number change for BUS 470

c. Faculty of Environment

1. Department of Archaeology
   (i) Units change for ARCH 201, 286, 372, 376Q and 435

d. Faculty of Health Sciences

   (i) Deletion of HSCI 426
   (ii) Prerequisite change for HSCI 427, 442, 477 and 482

e. Faculty of Science

1. Department of Biological Sciences
   (i) Unit change for BISC 373

2. Department of Molecular Biology and Biochemistry
   (i) Deletion of MBB 426
NEW COURSE PROPOSALS

a. Faculty of Environment (SCUS 19-39)

1. Department of Archaeology

Motion 1
It was moved by P. Kingsbury and seconded by S. Spector

“That SCUS approve under delegated authority and send to Senate for information the:
New Course Proposals:
- ARCH 432-3, Historical Ecology & Coastal Archaeology
- ARCH 436, (3-6), Biological Anthropology Field Practicum effective Spring 2020.”

CARRIED

b. Faculty of Science (SCUS 19-40)

1. Department of Chemistry

Motion 3
It was moved by D. Hik and seconded by N. van Houten

“That SCUS approve under delegated authority and send to Senate for information the:
New Course Proposal: CHEM 382-4, Introduction to Chemical Biology effective Spring 2020.”

CARRIED

There was brief discussion regarding the use of “Introduction” in the course title given that this is not a first or second year course. A comment made was that the title does not reflect that this is an advanced course, which may not attract many students. D. Hik explained the course teaches a more advanced area of Chemistry Biology, therefore it would be the first time students are introduced to this subject. K. Oldknow added that in engineering there are similar situations where introductory courses show up at the senior undergraduate level. D. Hik agreed to take these comments back to the faculty for review of the course title.
PROGRAM CHANGES

a. Beedie School of Business (SCUS 19-41)

Motion 4
It was moved by S. Spector and seconded by D. Hik

“that SCUS approve under delegated authority and send to Senate for information the requirement changes to the Strategic Analysis Concentration for the:
- Business Administration Major
- Mechatronics Systems Engineering & Business Double degree Program Major
- Business Administration Honours
- Business and Economics Joint Major
- Business and Economics Joint Honours
- Requirement changes to the Business Analytics and Decision Making Certificate – Grade Requirements
- Requirement changes to the Corporate Environmental and Social Sustainability Certificate
- Requirement changes to the Innovation & Entrepreneurship Certificate effective Spring 2020.”

CARRIED

There was a question raised regarding who determines if a student has met program requirements and which courses count toward a program. S. Spector replied that students applying for certificates should be meeting with advisors to ensure they are taking the required courses. The members agreed the wording is not clear and needs revising, and further discussion ensued. The SCUS members approved the agenda item, with minor adjustments to the wording to make clearer its intent.

b. Faculty of Environment (SCUS 19-42)

1. Department of Archaeology

Motion 5
It was moved by P. Kingsbury and seconded by S. Spector

“that SCUS approve under delegated authority and send to Senate for information the upper division requirement changes to the:
- Archaeology Major
- Archaeology Minor
- Extended Minor
- Joint Major, First Nations Studies
- Joint Major, Anthropology
- Honours and the
- Requirement changes to the Certificate in Cultural Resources Management Core Courses effective Spring 2020.”
c. Faculty of Health Sciences (SCUS 19-43)

Motion 6
It was moved by N. van Houten and seconded by D. Hik

“that SCUS approve under delegated authority and send to Senate for information the upper division requirement changes to the Health Sciences Major and Honours – Bachelor of Science, Life Sciences Concentration effective Spring 2020.”

CARRIED

d. Faculty of Science (SCUS 19-44)

1. Department of Molecular Biology and Biochemistry

Motion 7
It was moved by D. Hik and seconded by N. van Houten CARRIED

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

CARRIED

5. Other Business

The Vice-Chair opened a discussion of the Centre for Online and Distance Education (CODE) transition of courses back to the faculties. She explained that being more strategic about the list of courses to be transitioned will provide room for new initiatives. She noted that there are many questions and misconceptions about this process and that she would be available to answer any questions.

Meeting adjourned at 3:50 pm
Minutes prepared by R. Balletta