SENATE COMMITTEE ON UNDERGRADUATE STUDIES  
MINUTES  
September 14, 2017 ~ 2:30 pm – 4:30 pm  
STRAND HALL ROOM 3171

Attendees: S. Spector (acting Chair), A. Clapp, N. Gajdamaschko, P. Gallilee, P. Gamble, J. Hinchliffe (secretary), L. Legris, C. Lowenberger, C. Murray, D. Ng, K. Oldknow, S. Poyntz

Regrets: W. Parkhouse (Chair), M. Lechner, S. Rhodes

1. Approval of the Agenda

The agenda was approved as presented.

2. Approval of the Minutes of August 3, 2017

C. Murray further clarified Motion 5 regarding FNST 101 in that resource issue will be addressed jointly as needed (FASS, EDUC). She stated that as of yet, it has not been addressed.

The minutes were approved as amended.

3. Old Business

a. Course Scheduling Update– NOTICE OF MOTION (SCUS 17-32)

There was again much discussion regarding this agenda item proposing an updated course scheduling system. Feedback was sought and it will be forwarded to the AVPA, Registrar and Associate Registrar. It was also clarified that “notice of motion” was simply a method that Gord Myers used to get attention paid to the issue. It was not a formal motion until SCUS as a group is ready to propose it.

Comments:

- This is a work in progress, significant improvements have been made as demonstrated in the document circulated to SCUS at the September meeting.
- Recognition that the goal is to improve the experience for students, all agree
- Need another session like we had in August
Requests
- revised schedule table/ revised grid
- Anything that wipes out two hours slots will not be workable
- Fridays (and Saturdays?) need to be scheduled
- fourth option
- Once this information is available, SCUS members can more widely consult within their faculties
- follow through on the commitment to run models based on September 2017 schedule
- process for internal consultation and timeframe
- two schedule tables:
  o Lower division
  o Upper division
- interactive model for each faculty
- Assessment of impact on required and elective courses

Questions:
- How many students take five courses?
- Why would there be no changes to the summer schedule, need consistency, can’t have different patterns (pg 12)
- Why does there need to be a new governance committee (pg. 23), what would its relationship be to SCUS and why not use SCUS? Looks like a centralization of scheduling
- Space is at a premium, how will this be addressed?
- How significant is the conflict, need data i.e. percentages

4. New Business

COURSE CHANGES (SCUS 17-39)

a. Faculty of Applied Sciences

1. School of Mechatronic Systems Engineering

Motion 1
It was moved by K. Oldknow and seconded by S. Poyntz

“that SCUS approve under delegated authority and send to Senate for information the prerequisite change to MSE 220 and 321 effective Summer 2018.”

CARRIED
Motion 2
It was moved by K. Oldknow and seconded by S. Poyntz

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

CARRIED

PROGRAM CHANGES

a. Faculty of Applied Sciences [SCUS 17-40]

1. School of Computing Science

Motion 3
It was moved by K. Oldknow and seconded by C. Murray

“that SCUS approve under delegated authority and send to Senate for information the
• Lower division requirement changes to the Geographic Information Science Honours Program
• Lower division and continuation requirement changes to the Geographic Information Major Program effective Summer 2018.”

CARRIED

b. English Language Admission Requirement [SCUS 17-41]

Motion 4
It was moved by L. Legris and seconded by K. Oldknow

“that SCUS approve under delegated authority and send to Senate for information the addition of the following two English Language Proficiency exams to satisfy the University’s English Language Requirement: The Canadian English Language Test (CAEL) and the Pearson Test of English Academic (PTE) effective Summer 2018.”

CARRIED

L. Legris gave some background to clarify its intent and explain the calendar entry as well as answered any questions from the SCUS members.
5. Other Business

a. Academic Progress Report Project Update

Motion 5
It was moved by C. Murray and seconded by A. Clapp

"that SCUS endorse the APR Phase 2 – project and request for resources."

CARRIED

J. Hinchliffe spoke to this agenda item. She gave some background and an update on the APR project with Deloitte and a working group which includes C. Murray and a validation dream team of advisors across the campus.
J. Hinchliffe circulated a document related to the APR project – Phase 2 – and the request for resources to support the work. She explained it became evident there is need for resources in order to move this project forward in terms of upgrading and testing. She added that this is not a Student Services initiative but a university wide initiative.
There was much discussion and all agreed this proposal is important to assist the departmental advisors in their role to ease their workload as well as provide confidence in the system as it is upgraded and tested as they felt a lack of partnership and trust in the APR system.
J. Hinchliffe is asking for pilot monies to ensure the success of the project.

Meeting adjourned at 3:33 pm
Minutes prepared by R. Balletta