SENATE COMMITTEE ON UNDERGRADUATE STUDIES
MINUTES
September 12, 2013 ~ 2:30 pm – 4:30 pm
Strand Hall Room 3171

Attendees: G. Myers (Chair), G. Agnes, R. Cameron, A. Clapp, P. Gallilee, M. Gotfrit,
J. Hinchliffe (secretary), M. Lechner, J. Pulkingham, S. Rhodes, S. Richmond,
S. Spector (A. Gemino)

Regrets: A. Gemino, L. Legris

1. Approval of the Agenda

The Chair added two additional items to the agenda:
- Feedback from Senate
- Documents Process Guidelines Revisions

G. Agnes added an item for discussion regarding a new course proposal in Science.

The agenda was approved as amended.

2. Approval of the Minutes of August 1, 2013

The minutes were approved as presented.

3. Old Business

a. Faculty of Communication, Art and Technology (SCUS 13-36)

1. School of Interactive Art and Technology (SCUS 13-36a)

Motion 1
It was moved by M. Gotfrit and seconded by R. Cameron

“that SCUS approve under delegated authority and send to Senate for information the New
Course Proposal: IAT 339-3, Web Design and Development effective Summer 2014.”

CARRIED

There were a few editorial revisions and clarifications needed for the calendar. M. Gotfrit is to
forward all revisions to J. Hinchliffe as soon as possible.
There was some discussion with regard to required signatures and protocol. It was agreed that a signed cover memo from the Associate Dean related to the proposed curriculum changes would suffice as a “signature”. J. Hinchliffe to revise forms appropriately.

4. New Business

a. Faculty of Education [SCUS 13-39]

Motion 2
It was moved by S. Richmond and seconded by S. Spector

“that SCUS approve under delegated authority and send to Senate for information the prerequisite change to EDUC 342W and EDUC 343 effective Summer 2014.”

CARRIED

Note: “may be required” cannot be coded as a pre-requisite so will be placed within the course description.

b. Faculty of Arts and Social Sciences [SCUS 13-40]

1. Department of History

Motion 3
It was moved by J. Pulkingham and seconded by A. Clapp

“that SCUS approve under delegated authority and send to Senate for information the B-Hum designation for:

- HIST/IS 265
- HIST/HS 276
- HIST/HS 278
- HIST/HS 279
- HIST 285 effective Summer 2014.”

CARRIED

c. Faculty of Science [SCUS 13-41]

1. Department of Biological Sciences [SCUS 13-41a]

Motion 4
It was moved by G. Agnes and seconded by S. Richmond

“that SCUS approve under delegated authority and send to Senate for information the prerequisite change for BISC 405 effective Summer 2014.”

CARRIED

A reminder was given by the chair on the importance of including a memo with a summary of what SCUS is to review for approval; this also helps in reducing errors in creating the agenda.
Motion 5
It was moved by G. Agnes and seconded by S. Spector

“that SCUS approve under delegated authority and send to Senate for information the title, description and prerequisite change for BISC 471, 472, 473, 474 and 475 effective Summer 2014.”

CARRIED

Motion 6
It was moved by G. Agnes and seconded by M. Lechner

“that SCUS approve under delegated authority and send to Senate for information the:
• description and prerequisite change for BISC 497W, 498
• description and prerequisite change for BISC 499 effective Summer 2014.”

Motion 7
It was moved by G. Agnes and seconded by S. Richmond

“that SCUS approve under delegated authority and send to Senate for information the Stream requirement changes to the Biological Sciences Major and Honours programs effective Summer 2014.”

CARRIED

G. Agnes will have the department review the first paragraph again to see if is needed.

2. Department of Chemistry [SCUS 13-41b]

Motion 8
It was moved by G. Agnes and seconded by S. Spector

“that SCUS approve under delegated authority and send to Senate for information the title and prerequisite change for CHEM 483 effective Summer 2014.”

CARRIED

There was concern regarding the calendar language not being standard. All agreed to approve contingent on revisions being made.

3. Department of Biomedical Physiology and Kinesiology [SCUS 13-41c]

Motion 9
It was moved by G. Agnes and seconded by S. Spector

“that SCUS approve and recommend to SCUP the Suspension of Admission of the Ergonomics and Human Factors Concentration, Kinesiology Major and Honours Programs.”

CARRIED
There was much discussion regarding process and forms.

[NOTE: There is no form for suspension/termination but there is a process. Information can be found on the SCUS website http://www.sfu.ca/senate/senate-committees/scus.html]

Motion 10
It was moved by G. Agnes and seconded by A. Clapp

“that SCUS approve and recommend to SCUP the Termination of the Ergonomics and Human Factors Concentration, Kinesiology Major and Honours Programs.”

CARRIED

The fire alarm rang at this point – meeting resumed as soon as entry back into the building was allowed.

Motion 11
It was moved by G. Agnes and seconded by and J. Pulkingham

“that SCUS approve under delegated authority and send to Senate for information:
• Changes to the Upper and Lower Division requirements to the Kinesiology Major and Honours programs
• Changes to the Upper Division requirements to the Biomedical Physiology Major and Honours programs effective Summer 2014.”

CARRIED

4. Department of Molecular Biology and Biochemistry [SCUS 13-41d]

Motion 12
It was moved by G. Agnes and seconded by A. Clapp

“that SCUS approve and recommend to SCUP the Full Program Proposal for a Certificate in Genomics.”

CARRIED

d. Requirement Term Language for SFU Credentials - [SCUS 13-42]

Motion 13
It was moved by R. Cameron and seconded by M. Lechner

“that SCUS approve under delegated authority changes to the Requirement Term language for SFU Credentials to read as:

'The requirements that apply to a particular student are generally those in effect at the time of admission, known as the requirement term. The requirement term for university-level requirements is the time of university admission, the requirement term for faculty-level requirements is the time of faculty admission and the requirement term for a specific subject or concentration is the time of approved declaration of the subject or concentration. However, the ability to use the requirements at the time of admission is not indefinite. University and faculty-level requirements apply for at most 8 years, while subject or area of study requirements apply for at most 6 years.'
Students may take advantage of new curriculum by changing their requirements at any time. “Effective Fall 2014.”

CARRIED

R. Cameron explained that the intent of the language is to clarify the different levels of requirement terms and to specify the time frame. This would be published in the Calendar. Jo expressed the significance of this and urged all members to bring it back to their units to ensure all advisors, staff and faculty are aware of this change.

e. Notice of Motion: 120-Credit Honours Degree for SFU Credentials [SCUS 13-43]

R. Cameron explained the intent of this agenda item. The restructuring of the honours degree would hopefully draw more top students into our programs. The 132 unit program is not appealing to students because of the additional time required. Most graduate programs do not require honours degrees as a requisite for entry so the value of them at 132 units is questionable. There was a suggestion to gather supporting data, which will be helpful in presenting to Senate. S. Spector will forward any data to J. Hinchliffe.

f. Senate Feedback

The Chair spoke to this agenda item. He stressed the importance of providing accurate documentation to Senate and that SCUS has taken significant steps toward achieving that goal. Over the past year feedback has been received from Senate regarding presentation and formatting of program information. He will forward this to the appropriate associate dean for follow up.

g. SCUS Document Process Guidelines Revisions

The Chair circulated the latest version of the SCUS Document Process Guidelines to the SCUS members. He welcomed any further revisions. He particularly wanted to draw attention to the section on “overlap” as the intent was to clarify the process so that all faculties had sufficient time to respond when required.

5. Other Business

No other business

Meeting adjourned at 4:35 pm
Minutes prepared by R. Balletta