1. Approval of the Agenda

Motion 1
It was moved D. Kugler and seconded by G. Agnes

“that SCUS approve the agenda as presented.”

CARRIED

2. Approval of the Minutes of March 7, 2013

Motion 2
It was moved by D. Kugler and seconded by L. Legris

“that SCUS approve the minutes of March 7, 2013 as presented.”

CARRIED

3. Business Arising from the Minutes

a. Faculty of Applied Sciences [SCUS 13-10]

1. School of Engineering Science [SCUS 13-10a] FOR INFORMATION ONLY, ELECTRONIC BALLOT CONDUCTED MARCH 21st.

Motion:
It was moved by R. Cameron

“that SCUS approve under delegated authority and send to Senate for information the following ENSC curriculum items:

[i] New Course Proposals:
ENSC 120-1, Introduction to Electronics Laboratory Instruments Operation and Measurement Techniques
ENSC 180-3, Introduction to Engineering Analysis

(ii) Prerequisite change to ENSC 220, 380
(iii) Requirement changes to the Engineering Science, Major, Computer Engineering Option
(iv) Requirement changes to the Engineering Science, Major, Electronics Engineering Option
(v) Requirement changes to the Engineering Science Major, Systems Option
(vi) Requirement changes to the Engineering Science Honours, Biomedical Engineering Option (deletion of the three concentrations)
(vii) Requirement changes to the Engineering Science Honours, Computer Engineering Option
(viii) Requirement changes to the Engineering Science Honours, Electronics Engineering Option
(ix) Requirement changes to the Engineering Science Honours, Engineering Physics Option
(x) Requirement changes to the Engineering Science Honours, Systems Option effective Fall 2013.”

8 AFFIRMATIVE
1 OPPOSED
CARRIED

R. Cameron thanked the committee for their assistance in reviewing and their approval of this. The Chair reiterated the importance of being aware of deadlines for approval of items going forward to Senate. He recommended as a best practice that any agenda items for the Fall Calendar be brought forward to the February SCUS meeting in time for the April Senate meeting. G. Agnes suggested to have this entered on the SCUS website as a reference for future SCUS committee members. J. Hinchliffe reminded everyone that curriculum management workshops are conducted each term and emphasis is placed on the importance to timing and meeting deadlines. She will continue to do this.

b. Faculty of Communication, Art and Technology

1. School for the Contemporary Arts [SCUS 12-42b] – it was noted for the minutes that the name change approved was to include the honours, minor and joint major programs.

4. Old Business

a. Faculty of Arts and Social Sciences [SCUS 13-05]

1. Department of Linguistics [SCUS 13-05i(REVISED)]

Motion 3
It was moved by P. Budra and seconded by M. Lechner
“that SCUS approve under delegated authority and send to Senate for information the New Course Proposal: EAS 101-4, English Language Fundamentals for the Arts and Social Sciences effective Fall 2013.”

CARRIED

S. Richmond thanked and complimented the group whom met to discuss this item, on their professionalism and collegiality. As this was put forward as a pilot project, the question was raised as to how it would be reviewed? The funding is also for three years so that will require an evaluation before it would continue.

a. Faculty of Science [SCUS 13-17]

1. Department of Biomedical Physiology and Kinesiology

Motion 4
It was moved by G. Agnes and seconded by A. Clapp

“that SCUS approve under delegated authority and send to Senate for information the
  • Approval of the acronym BPK
  • Change the course acronym from KIN to BPK for all KIN courses and related pre-requisite and course description changes effective Fall 2013ffff.”

CARRIED

b. Beedie School of Business [SCUS 13-18]

Motion 5
It was moved by A. Gemino and seconded by P. Budra

“that SCUS approve under delegated authority and send to Senate for information the
  • Pre-requisite change to BUS 421-3 Accounting Theory
  • Title change to BUS 237-3 Information Systems in Business effective Spring 2014.”

CARRIED

c. Faculty of Environment [SCUS 13-19]

1. Department of Geography

Motion 6
It was moved by A. Clapp and seconded by A. Gemino
“that SCUS approve under delegated authority and send to Senate for information the removal of the W designation for GEOG 453 effective Spring 2014.”

CARRIED

d. Faculty of Arts and Social Sciences (SCUS 13-20)

1. Department of Humanities

Motion 7
It was moved by P. Budra and seconded by A. Clapp

“that SCUS approve under delegated authority and send to Senate for information the
- Reactivation of HUM 151-3, 152-3, Ancient Greek
- Reactivation of LANG 134-3, Introduction to Classical Arabic
- Course name change to LANG 134 effective Fall 2013.”

CARRIED

e. Withdrawal for Extenuating Circumstances (SCUS 13-21)

Motion 8
It was moved by G. Myers and seconded by D. Kugler

“that SCUS approve the changes to the guidelines and procedures as circulated effective Fall 2013 including changing the calendar language to read:

‘At the start of the sixth week to the last day of classes a course(s) may be dropped only in extenuating circumstances. If approved, there will be a WE notation on the student’s academic record for specific courses dropped. Please submit applications to Student Services. Requests arising after the last day of classes, or requests relating to courses completed in a previous term, are referred to as ‘retroactive’ and follow the same procedures as above but may take longer to adjudicate.

Note: The University has the sole discretion to approve WE applications. Normally, applications will be denied for students who apply more than once for the same reason, apply for a retroactive WE more than five years from the date of application or have an academic dishonesty incident report filed for the course. Extenuating circumstances are defined as usual circumstances beyond the student’s control which make it impossible for the student to complete the course. If a course drop is being considered after the last day of classes, it is recommended that students seek advice from Academic Advising and Student Success or their department advisor.”
J. Hinchliffe gave an overview of this agenda item. Discussion ensued with regard to editorial changes to the calendar language to make clear for students.

All agreed to phase out the FRCs to be replaced by individual academic contacts, preferably the Associate Dean, Undergraduate Studies (or delegate) in each dean’s office that will advise the Manager, Student Appeals when required.

5. Other Business

No other business

Meeting adjourned at 3:47 pm

Minutes prepared by R. Balletta