SENATE COMMITTEE ON UNDERGRADUATE STUDIES

MINUTES

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

Attendees: W. Parkhouse (acting Chair), A. Chinnery, A. Clapp, P. Gallilee, J. Hinchliffe (secretary), M. Lechner, L. Legris, C. Lowenberger, C. Murray, K. Oldnow, S. Poyntz (via bluejeans), S. Rhodes, S. Spector (A. Gemino)

Regrets: A. Gemino
Guest: M. Klemetski

1. Approval of the Agenda

The New Course Proposal for BISC 421 was withdrawn as this was approved at the December SCUS meeting.
Four Items under Program Changes for the Beedie School of Business were withdrawn due to further information needed before SCUS could review the items.

The agenda was approved as amended.

2. Approval of the Minutes of January 12, 2016

S. Rhodes requested a minor edit to the section on WQB.
The minutes were approved as amended.

3. Old Business

a. Undergraduate Co-op Changes [REVISED SCUS 17-05]

Muriel Klemetski was invited to attend this SCUS meeting to answer questions from the SCUS committee members before they could vote on the undergraduate co-op changes. She thanked the committee for the invitation. She gave an overview of the changes being proposed to the Co-op program and added that she realized she did miss meeting directly with a few faculties after her initial proposal was sent out and this has since been rectified.

C. Murray thanked M. Klemetski for clarifying the resource implications for all the Faculties as demand for placement has significantly grown.

The Chair added that the Provost is aware of this demand and shortage of staff in this area.
M. Klemetski to let J. Hinchliffe know exactly where this co-op change will appear in the academic calendar.

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

“That SCUS approve and recommend to Senate that the SFU Co-operative Education program be decreased from four (4) to three (3) work terms for four year undergraduate academic degree programs in order to receive a Co-operative Education Designation, effective Fall 2017.”

CARRIED

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

“That SCUS approve the withdrawal of Motion 3 (SCUS 16-35) which was tabled at the October 13, 2016 meeting proposed by the Beedie School of Business regarding the changes to the Business Co-operative Education Program.”

CARRIED

4. New Business

COURSE CHANGES (SCUS 17-06)

Motion 3
It was moved by L. Legris and seconded by M. Lechner

“That SCUS approve under delegated authority and send to Senate for information the following course changes effective Fall 2017.”

CARRIED

a. Beedie School of Business

(i) Description change for BUS 202
(ii) Title change for BUS 346
(iii) Prerequisite change for BUS 431, 434, 435,
(iv) Deletion of BUS 451, 456, 457 and 458

b. Faculty of Science

1. Department of Physics

(i) Prerequisite change for PHYS 130, 190
(ii) Description change for PHYS 133
(iii) Description and prerequisite change for PHYS 395
c. Faculty of Arts and Social Sciences

1. School of Criminology
   (i) Retain CRIM 331

2. Department of Economics
   (i) Delete BUEC 397
   (ii) Temporary withdraw
        - BUEC 433
        - ECON 110, 250, 300, 388 and 478
   (iii) Retain ECON 368, 390, 404 and 451

3. Department of English
   (i) Delete ENGL 111, 112, 113, 114, 115, 371W

4. First Nations Studies
   (i) Retain FNST 141, 241, 341 and 441

5. Department of French
   (i) Retain FREN 342

6. Department of Gerontology
   (i) Temporary withdraw GERO 402 and 405
   (ii) Retain GERO 403

7. Department of Gender, Sexuality and Women’s Studies
   (i) Retain GSWS 334, 335, 405, 423 and 424

8. Hellenic Studies
   (i) Retain HS 279, 476
   (ii) Temporary withdraw HS 437

9. Department of History
   (i) Temporary withdraw HIST 205, 343, 437 and 442W
   (ii) Retain HIST 279, 372, 382, 391, 430, 460, 462W and 476
   (iii) Delete HIST 333 and 426
10. Department of Humanities

(i) Retain HUM 222
(ii) Delete HUM 227, HUM 227 B-Hum

11. School for International Studies

(i) Delete IS 324

12. Language Training Institute

(i) Temporary withdraw
   • LANG 272
   • SPAN 305

13. Department of Linguistics

(i) Retain
   • FNGL 200, 233 and 258
   • LING 441
(ii) Delete
   • FNGL 331
   • LING 241 and 412

14. Department of Political Science

(i) Delete POL 101, 360, 375, 442 and 444
(ii) Temporary withdraw POL 211, 361, 362 and 462
(iii) Retain POL 381W, 433, 454, 456

15. Department of Psychology

(i) Retain PSYC 109
(ii) Temporary withdraw PSYC 335
(iii) Delete PSYC 464

16. Department of Sociology and Anthropology

(i) Temporary withdraw SA 357W
(ii) Retain SA 472

17. World Literature Program

(i) Delete WL 105
(ii) Temporary withdraw WL 420, 430 and 440
NEW COURSES (SCUS 17-07)

a. Faculty of Science

1. Department of Biological Sciences

   [i] New Course Proposal: BISC 421-3, Models in Biology: From Molecules to Migration with BISC Q designation (Spring 2018)

   This item was withdrawn as this course was approved at the December SCUS meeting.

2. Department of Biomedical Physiology and Kinesiology

   [i] BPK 408W-3, Cellular Physiology Laboratory

   M. Lechner requested to have the New Course Proposal for BPK 408W-3, Cellular Physiology Laboratory withdrawn from the agenda as an overlap check was not received by the Faculty of Health Sciences. C. Lowenberger withdrew the item and will bring forward to the next SCUS meeting after an overlap check has been completed.

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

   “that SCUS approve under delegated authority and send to Senate for information the New Course Proposal: BPK 141-3, Theory of Exercise Program Design with B-Sci designation effective Fall 2017.”

   CARRIED

3. Department of Chemistry

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

   “that SCUS approve under delegated authority and send to Senate for information the New Course Proposal: CHEM 449-3, Special Topics in Materials Chemistry effective Fall 2017.”

   CARRIED

PROGRAM CHANGES (SCUS 17-08)

a. Beedie School of Business (SCUS 17-08a)

Motion 6
It was moved by S. Spector and seconded by L. Legris

   “that SCUS approve under delegated authority and send to Senate for information the:}
GPA Program changes to the:

- Business Certificates
  - Business Analytics and Decision Making
  - Business Technology Management
  - Corporate Environmental and Social Sustainability
  - Innovation and Entrepreneurship
  - International Experiential Learning
- Molecular Biology and Biochemistry and Business Administration Joint Honours
- Business Major – Bachelor of Business Administration
- Business and Communication Joint Major – Bachelor of Arts or Bachelor of Business Administration
- Business and Economics Joint Major – Bachelor of Arts or Bachelor of Business Administration
- Business and Geography Joint Major – Bachelor of Arts or Bachelor of Business Administration
- Business and Psychology Joint Major – Bachelor of Arts or Bachelor of Business Administration
- Information Systems in Business Administration and Computing Science Joint Major – Bachelor of Business Administration or Bachelor of Science
- Business Honours – Bachelor of Business Administration
- Mechatronic System Engineering and Business Double Degree Program Major
- Business Grade Requirements
- Beedie School of Business Undergraduate Program Policies, Non-Majors’ Access to Business Courses

CARRIED

There was a friendly amendment to change the title for the non-business course access to course access.

The following programs were removed from the original motion and deferred to a future meeting.

- Business Minor
- Molecular Biology and Biochemistry and Business Administration Joint Major-Bachelor of Science
- Sustainable Business Joint Major – BBA or B Env
- Interactive Arts and Technology and Business Joint Major – Bachelor of Arts, Bachelor of Business Administration and Bachelor of Science
- Beedie School of Business Undergraduate Program Policies, Minor Admission effective Fall 2017

**Motion 7**

It was moved by S. Spector and seconded by A. Chinnery

“that SCUS approve under delegated authority and send to Senate for information the Lower Division requirement changes to the Marketing Concentration and International Business Concentration:
- Major – Business Bachelor of Business Administration, Mechatronic Systems Engineering and Business Double Degree Program Bachelor of Applied Science and Bachelor of Business Administration
- Honours – Business Bachelor of Business Administration
- Joint Major – Business and Economics Bachelor of Arts or Bachelor of Business
- Administration Interactive Arts and Technology and Business Bachelor of Arts or Bachelor of Business Administration Interactive Arts and Technology and Business Bachelor of Science
- Joint Honours – Business and Economics Bachelor of Arts or Bachelor of Business Administration effective Fall 2017.”

CARRIED

**Motion 8**

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

“that SCUS approve under delegated authority and send to Senate for information the lower division requirement changes to the Business Minor, Beedie School of Business effective Fall 2017.”

CARRIED

**b. Faculty of Science (SCUS 17-08b)**

1. Department of Statistics and Actuarial Science

**Motion 9**

It was moved by C. Lowenberger and seconded by M. Lechner

“that SCUS approve under delegated authority and send to Senate for information the requirement changes to the STAT major and minor programs effective Fall 2017.”

CARRIED

L. Legris advised that students are not admitted to the honours programs. Calendar language to be revised.

2. Department of Biomedical Physiology and Kinesiology

**Motion 10**

It was moved by C. Lowenberger and seconded by L. Legris

“that SCUS approve under delegated authority and send to Senate for information the change in continuance GPA for BIF and KIN Majors from 2.2 to 2.5 effective Fall 2017.”

CARRIED

There was discussion regarding the timing of the communication to students if they are dropped from the program as it’s not clear in the rationale. C. Lowenberger will revise the calendar language.
3. Department of Molecular Biology and Biochemistry

Motion 11
It was moved by C. Lowenberger and seconded by L. Legris

“That SCUS approve under delegated authority and send to Senate for information the Upper
division requirement changes to the Molecular Biology and Biochemistry and Computing
Science Joint Major and Joint Honours programs effective Fall 2017.”

CARRIED

OTHER BUSINESS

a. Forgiveness Policy – Notice of Motion [SCUS 17-09]

J. Hinchliffe gave an overview of the proposed policy noting that this is now in “notice of motion”
format and associate deans are expected to take it back to their respective constituencies for further
discussion.

There was a list of concerns and questions which all agreed needed further discussion at a future
SCUS meeting. Some concerns were:

- Policy needs to have objective criteria
- What is a full course load? 9 or 15 – revise language to clarify
- Principles – clarification is needed as this section implies that the student has been
  readmitted and at that point they can apply for forgiveness
- What constitutes a student in need to apply for the forgiveness policy? Is it just for RTW
  students? Is there a possible fairness issue?
- Need for mandatory advising
- How many people to do we expect to use this policy?
  - Jo will look at:
    - Those people who left and are inadmissible (RTW)
    - Those that are admissible and left the university (GAS, OAP, EP)

J. Hinchliffe will work with L. Legris to revise the draft proposal and recirculate it to SCUS for further
discussion.

b. WQB Review

S. Rhodes reminded the members to forward any comments/suggestions/feedback regarding the
WQB process to her so she may bring back a report to SCUS for further discussion.

c. Concurrent Courses

The Chair followed up on the discussion from January’s SCUS meeting regarding concerns about
grading in undergraduate courses offered as concurrent courses and the inconsistencies in practice.
The Chair would like committee members to do some research within their departments/school/faculties and come up with consistency in the grading and overall practice. He stated that the university needs to offer concurrently offered courses but the concern is around consistency of undergraduate grading.

**d. Sexual Misconduct Policy**

J. Hinchliffe spoke to this agenda item regarding the Policy on Sexual Violence and Misconduct. She commented that she is able to add text to all course outlines and would like feedback from the SCUS members on what’s appropriate or not appropriate in order to make students aware of this very important policy, whether that be a link to the website or adding one or two sentences. J. Hinchliffe asked the members to think about what that would look like for their school/department or faculty and be prepared to discuss at a future SCUS meeting.

There was discussion about other statements that could be added such as equity for example and that there could be many statements to add and only so much space; where does it stop?

Meeting adjourned at 4:00 pm
Minutes prepared by R. Balletta