Curriculum Web Page Update

J. Hinchliffe showed the committee the new undergraduate curriculum website housed on the SCUS webpage. G. Myers encouraged the committee members to send ideas about what they would like to see on the new website to J. Hinchliffe. G. Myers also asked if the document handling information would be included in the new website. G. Myers encouraged C. Murray to go over the document handling procedures.

1. Approval of the Agenda

The Agenda was approved as presented.

2. Approval of the Minutes of December

The minutes were approved as presented.

3. Old Business

a. SCUS Subcommittee (SCUS 15-32)

N Grade (SCUS 15-32b)

Motion 1
It was moved by A. Gemino and seconded by C. Murray.

“that SCUS approve and recommend to Senate- the Calendar language change to the N Grades to read as follows effective Summer 2016:
The letter grade N (incomplete) is given when a student has enrolled for a course, but did not write the final examination or otherwise failed to complete the course work, and did not withdraw before the deadline date. An N is considered an F for purposes of scholastic standing.

To achieve a different evaluation, and subject to the repeat policy, a student who receives a grade of N must normally repeat the course for credit.

Senate discussed a previous version of this motion and debated over the word “must” versus “normally” and “expected” versus “will” causing this motion to return to SCUS.

1. Notice of Motion

   (i) Final Examinations [SCUS 15-32c]

   J. Hinchliffe will redo the motion based on a version that was agreed upon previously and send out to the group. Secretary Note: SCUS had previously agreed to defer all items related to exams to the working group to develop a comprehensive policy.

2. Notice of Motion

   (i) Residency requirements [SCUS 15-32d]
   (ii) Post Baccalaureate Diploma Program Transfer Credit [SCUS 15-32e]

G. Myers encouraged members to get feedback from their groups regarding these motions. SCUS will return to these items after March.

4. New Business

a. The Faculty of Arts and Social Sciences [SCUS 16-01]

1. The Labour Studies Program

   Motion 2
   It was moved by C. Murray and seconded by A. Gemino.

   “that SCUS approve under delegated authority and send to Senate for information the description and prerequisite change for LBST 230 effective Fall 2016.”

   CARRIED
b. Beedie School of Business (SCUS 16-02)

(i) Title and description change for BUS 464

Motion 3
It was moved by A. Gemino and seconded by A. Clapp.

“that SCUS approve under delegated authority and send to Senate for information the title and description change for BUS 464 effective Fall 2016.”

CARRIED

After discussion the committee decided that words “middle managers” and “top managers” be removed from the learning outcomes because of the need to be precise in the result of the outcomes. A. Gemino will talk to the professor of the course regarding the revisions.

c. Faculty of Applied Sciences (SCUS 16-03)

1. School of Computing Science (SCUS 16-03a)

   (i) Lower division requirement changes to the Computing Studies Certificate
   (ii) Prerequisite change to CMPT 479

2. School of Engineering Science (SCUS 16-03b)

   (i) Admission requirement changes to the Second Degree program
   (ii) Changes to the continuance requirements

3. School of Mechatronic Systems Engineering (SCUS 16-03c)

   (i) Requirement changes for internal transfers

As there was no representation from Applied Sciences these items were deferred to the next meeting.

d. Faculty of Environment (SCUS 16-04)

1. Department of Archaeology (SCUS 16-04a)

   (i) Prerequisite change for ARCH 479 and 480
   (ii) Requirement changes to the Cultural Resource Management Certificate

Motion 4
It was moved by A. Clapp and seconded by L. Legris.
“that SCUS approve under delegated authority and send to Senate for information the prerequisite change for ARCH 479 and 480 effective Fall 2016.”

CARRIED

Motion 5
It was moved by A. Clapp and seconded by M. Lechner.

“That SCUS approve under delegated authority and send to Senate for information the requirement changes to the Cultural Resource Management Certificate effective Fall 2016.”

CARRIED

The Cultural Resource Management Certificate has 39 credits. S. Rhodes asked if per University policy certificates are limited to 30 units. J. Hinchliffe pointed out that 30 units is a guideline and that certificates can exceed the 30 units. The Cultural Resource Management Certificate is being proposed as having more credits than normal and the question was also raised about overlap with a degree program. A. Clapp pointed out that as it is a professional certificate, the requirements are necessary. The following policy was also noted during the meeting:

Upper division courses are assigned to one program (Honours/Major/Minor), but not to both programs.

Units applied to one certificate may also be applied to Honours/Major/Minor degree programs, but may not be applied to another SFU certificate or diploma.

2. Department of Geography [SCUS 16-04b]

   (i) Deletion of GEOG 268

Motion 6
It was moved by A. Clapp and seconded by C. Murray.

“That SCUS approve under delegated authority and send to Senate for information the deletion of GEOG 268 effective Fall 2016.”

CARRIED

5. Other Business

   a. Non-credit Courses

J. Hinchliffe pointed out that across the university academic units are offering a variety of “introductory” courses. Some are not for credit courses (ie. STT EXPL 101), some are for credit (ie. STAT 180), some are non-academic (ie. Beedie Milestones). These types of courses seem to be coming more often and given that one of the recommendations from the Flexible Learning Task Force is the creation of an SFU 101 mandatory course, do we need to revisit these others. M. Lechner remarked that his faculty would certainly appreciate having a framework to guide the creation of non-
credit courses: when should a course be 0 credits and when should a course be pass/fail? After discussion, G. Myers concluded that this item would be placed on the agenda of the SCUS subcommittee that meets in the summer.

b. Elective Lists

J. Hinchliffe raised concerns that there are programs that reference a list of “electives” that reside on their departmental website and are therefore not approved by SCUS or Senate. When these lists are modified, they don’t go through SCUS and when the department subsequently asks for changes to the Academic Progress Report, there is no record. Jo is concerned that these lists are changed without SCUS approval and it is not clear what the departmental approval process is. After discussion, G. Myers concluded that this item would also be placed on the agenda of the SCUS subcommittee that meets in the summer. J. Hinchliffe will provide a list of programs with which this practice occurs.

c. 12 week semesters

G. Myers stated that when he was at Waterloo on a 12 week semester, professors lectured less and students’ learning experience was enhanced by an additional week for study. Waterloo no longer offers 12 week semesters, but G. Myers stated that 12 weeks might be worth looking into for SFU.

J. Hinchliffe stated that currently 63 days is the minimum number of days that must be set aside for classes excluding holidays, weekends. A proposal was made for 60 days stating that the 12 week proposal actually provides only three extra days. But, G. Myers said that it could go to 58 days and that he didn’t understand the reasoning behind only 60 days.

J. Hinchliffe also stated that the debate on the 12 week semester might not be around 12 weeks versus 13 weeks but rather around where the extra week would go: beginning, middle or the end. M. Gotfrit stated that FCAT would be interested in a week zero at the beginning of the term to conduct activities beneficial for retention purposes.

Some other questions raised include if the 12 weeks is with or without the reading breaks. In addition, would a 12 week semester incentivize some professors to give exams early, for instance, by the end of week 12?

The Ministry of Education might also have something to say about the 12 weeks proposal, which needs to be investigated further. G. Myers confirmed that none of the committee members had major objections to the exploration of this idea.

Meeting adjourned at 3:42 pm.

Minutes prepared by S. Ghimire.