1. Approval of the Agenda

The Agenda was approved as presented with the addition of three items under Other Business.

2. Approval of the Minutes of December 1, 2016

Motion 1
It was moved by A. Chinnery and seconded by K. Oldknow

“that SCUS approve the minutes of December 1, 2016 as presented.”

CARRIED

3. Old Business

a. Faculty of Education [REVISED SCUS 16-47]

Motion 2
It was moved by A. Chinnery and seconded by S. Spector

“that SCUS approve under delegated authority the requirement changes to the:

• Education, Two Minors or Extended Minors
• Education Major
• Education Honours
• Education as a Second Bachelor Degree
• Teacher Education (PDP) effective Fall 2017.”

CARRIED

The revision clarified the difference between the new requirements for the PDP and the PLP.
4. New Business

MINOR COURSE CHANGES [SCUS 17-01]

Motion 3
It was moved by L. Legris and seconded by C. Murray

“that SCUS approve under delegated authority and send to Senate for information the minor course changes as follows, effective Fall 2017.”

CARRIED

a. Beedie School of Business

(i) Prerequisite change for BUS 477
(ii) Equivalent Statement for BUS 200

b. Faculty of Communication, Art and Technology

1. School of Communication

(i) Prerequisite change for CMNS 321, 323W, 326, 353, 445 and 453
(ii) Temporary withdrawal of CMNS 320, 336, 363, 435, 438, 448 and 454

2. School of Interactive Arts and Technology

(i) Title, description, equivalent statement and prerequisite change for
   • IAT 490 Honours Project I
   • IAT 491 Honours Project II
(ii) Repeatable courses for SIAT: IAT 380-385, 480, 481, 386, 387, 486-488

There were friendly amendments to the calendar language for IAT 490 and 491

c. Faculty of Education

(i) Deletion of EDUC 332, 342, 367, 378, 428, 451, 472W, 480W and 481W
(ii) Temporarily withdraw EDUC 402 and 479

d. Faculty of Environment

1. Department of Archaeology

(i) Prerequisite changes to ARCH 226, 321, 331, 332, 333, 376
(ii) Title change for ARCH 322,
(iii) Delete ARCH 272
2. Environmental Science Program

(i) Description change for EVSC 100
(ii) Course number change for EVSC 205
(iii) Temporary withdraw ENV 222W

3. Department of Geography

(i) Title and description change for GEOG 381 and 381W
(ii) Temporary withdraw GEOG 265, 319, 422, 150, 415, 426, 441 and 468
(iii) Delete GEOG 460 and 462

4. School of Resource and Environmental Management/Sustainable Community Development

(i) Course number change for REM/SCD 201, 301, 401, and 403
(ii) Course number change for SCD 404, 410 and 412

e. Faculty of Health Sciences

(i) Title and description change for HSCI 427
(ii) Deletion of HSCI 150 and 303
(iii) Temporarily withdraw HSCI 329, 430, 443 and 479

NEW COURSE PROPOSALS (SCUS 17-02)

a. Beedie School of Business (SCUS 17-02a)

Motion 4
It was moved by S. Spector and seconded by S. Poyntz

“that SCUS approve under delegated authority and send to Senate for information the New Course Proposals for:
- BUS 233-3, Introduction to Business Law and Ethics (B-Soc designation)
- BUS 442-3, Product & Brand Management effective Fall 2017.”

CARRIED

There were friendly amendments to the descriptions for BUS 233 and 442.

b. Faculty of Environment (SCUS 17-02b)

1. Environmental Science Program

Motion 5
It was moved by A. Clapp and seconded by S. Spector
“that SCUS approve under delegated authority and send to Senate for information the New Course Proposals for:
• EVSC 201W-4, Environmental Science in Practice with W designation
• EVSC 300-3, Seminar in Environmental Science
• EVSC 400-4, Environmental Science Capstone (Spring 2021)
• EVSC 490-4, Environmental Science Thesis effective Fall 2017.”

CARRIED

PROGRAM CHANGES (SCUS 17-03)

a. Beedie School of Business (SCUS 17-03a)

Motion 6
It was moved by S. Spector and seconded by C. Lowenberger

“that SCUS approve under delegate authority and send to Senate for information the requirement changes to the:
• Business Foundation Program
• I & E Certificate
• I & E Concentration effective Fall 2017.”

CARRIED

b. Faculty of Communication, Art and Technology (SCUS 17-03b)

Motion 7
It was moved by S. Poyntz and seconded by C. Murray

“that SCUS approve under delegated authority and send to Senate for information the following program changes as follows, effective Fall 2017.”

CARRIED

1. School of Communication
   (i) Requirement changes to the CMNS Major

2. School for the Contemporary Arts
   (i) Lower division requirement changes to the Dance, Theatre, Music, Film and Visual Art BFA Major and Honours programs

3. School of Interactive Arts and Technology
   (i) Admission requirement changes to the SIAT Minor program
   (ii) Requirement changes to the Revised Honours for BA and Honours BSc programs

4. School of Publishing
   (i) Requirement changes to the Minor in Print & Digital Publishing program
c. Faculty of Environment (SCUS 17-03c)

Motion 8
It was moved by A. Clapp and seconded by L. Legris

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

CARRIED

1. Faculty of Environment

   (i) Changes to the substitutions of program requirements for the:
   • Bachelor of Environment in Environmental Resource Management Major
   • Bachelor of Science in Environmental Science Major and Honours programs

2. Department of Archaeology

   (i) Changes to the Course Grouping Lists

3. Environmental Science Program

   (i) Upper and lower division requirement changes to the Environmental Science Bachelor of Science, Major and Honours programs

NEW PROGRAMS

a. Faculty of Environment

1. Department of Archaeology [SCUS 17-04]

Motion 9
It was moved by A. Clapp and seconded by C. Murray

“that SCUS approve and recommend to SCUP the Notice of Intent for the Certificate in Biological Anthropology.”

CARRIED

OTHER BUSINESS

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

Motion 10
It was moved by S. Spector and seconded by S. Poyntz

“that SCUS approve under delegated authority and send to Senate for information the proposal to change the SFU Co-operative Education Program whereas the number of successfully
completed work terms 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 on the degree parchment effective Fall 2017 convocation. Calendar changes would be made for start of Fall 2017 semester.”

After much discussion and revisions to the proposal, the members agreed that in order to make a more informed decision and vote on this agenda item, a representative from the Co-operative Education program attend the next SCUS meeting to clarify and answer questions from the committee members. One possible revision suggested to add into the Terms of Reference was to have a review the Co-operative Education program 2 years after its implementation.

Concerns the members had were:
- Wording in the proposal was ambiguous and implied that there would be additional resources for students
- The proposal was not presented or discussed with all faculties as indicated in the document from Co-Op
- Effective date of Fall 2017 not feasible

J. Hinchliffe will invite Muriel Klemetski, Director: Work Integrated Learning to attend the February SCUS meeting.

b. Course Components – definitions, changes, updates [For Discussion]

J. Hinchliffe spoke to this agenda item and gave a brief overview of its intent. She explained that there does not appear to be definitions written anywhere as to what constitutes a lecture, seminar, studio etc. In addition, changes are often made by staff upon the request of an instructor that may not have proposer oversight. IRP and the Scheduling department rely on accurate data.

J. Hinchliffe is proposing to develop a common/standard language across the institution. She will be working with the faculties and schools, Graduate Studies, IRP and scheduling to bring forward a proposal to SCUS for further discussion and approval.

c. Concurrent Grad and Undergrad Courses

W. Parkhouse asked for this item to be added to the agenda. His concern relates to the proliferation of concurrent grad and undergrad courses being offered and how they are being monitored. He will bring this concern back to SCUS for further discussion regarding rules or the terms of reference of such course offerings.

d. Academic Progress Report Review

J. Hinchliffe spoke to this agenda item to give an update on the APR review. She explained that external consultants have been hired and are currently in the process of reviewing the system. They will be meeting with different groups and should produce a report by March. J. Hinchliffe may
organize a meeting with the consultant and the associate deans as part of the process and would in any event, bring the report to SCUS for discussion.

e. **Forgiveness Policy**

J. Hinchliffe spoke to this item and further to December’s SCUS discussion will put it on the February agenda for further discussion and approval. The question was posed as to any updates on the Repeat Policy; J. Hinchliffe will look into this and may bring back to a future SCUS meeting.

f. **WQB Review (For Discussion)**

S. Rhodes gave an update of the WQB Review and explained that the new AVP may conduct an external review of the WQB process as it has now been in place for 10 years. She added that she has no details as of yet as to what this model will look like hence bringing it forward to SCUS for any feedback, suggestions or ideas of developing a draft Terms of Reference.

It was suggested that a survey be created to include internal and external students/staff for a more complete review of feedback.

There was much discussion. It was agreed that S. Rhodes send out an information email to the Faculties so they may forward on to their departments/schools.

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