SENATE COMMITTEE ON UNDERGRADUATE STUDIES

MINUTES

October 1, 2015 ~ 2:30 pm – 4:30 pm
Strand Hall ~ Room 3171

Attendees: M. Lechner (Acting Chair), A. Chinnery, A. Clapp, J. Hinchliffe (secretary), P. Gallilee, A. Gemino, M. Gotfrit, L. Legris, C. Lowenberger, E. Park, J. Pulkingham, S. Rhodes

Regrets: G. Myers (Chair)

1. Approval of the Agenda

Motion 1
It was moved by L. Legris and seconded by C. Lowenberger

“that SCUS approve the agenda for October 1, 2015.”

CARRIED

The agenda was approved as presented.

2. Approval of the Minutes of September 10, 2015

Motion 2
It was moved by A. Chinnery and seconded by L. Legris

“that SCUS approve the minutes of September 10, 2015.”

CARRIED

The minutes were approved as presented.

3. Old Business

a. SCUS Subcommittee [SCUS 15-32] (DEFERRED UNTIL NOVEMBER)

1. Motions

   (i) Final Examinations T20.02 [SCUS 15-32c]
4. New Business

a. SCUS Subcommittee (SCUS 15-32) (DEFERRED UNTIL NOVEMBER)

1. Notice of Motion

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

2. For Discussion – no documents

   (i) Pass/Withdraw Grades
   (ii) Coordination Issues
   (iii) Educational Goals

b. Faculty of Communication, Art and Technology (SCUS 15-33)

1. School of Communication

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

   “that SCUS approve under delegated authority and send to Senate for information the B-Hum/Soc Designation for:
   • CMNS 258-3 Introduction to Electroacoustic Communication
   • CMNS 259-3 Introduction to Acoustic Communication effective Summer 2016.”
   CARRIED

   Motion 4
   It was moved by C. Lowenberger and seconded by J. Pulkingham

   “that SCUS approve under delegated authority and send to Senate for information the addition of BPK 207 to the list of courses used by internal transfer students for entry into the Biomedical Physiology Major requirement changes to the Biomedical Physiology Major program effective Summer 2016.”
   CARRIED

   Motion 5
   It was moved by C. Lowenberger and seconded by L. Legris

   “that SCUS approve under delegated authority and send to Senate for information the description and prerequisite change for BPK 457 and 459 effective Summer 2016.”
There was discussion as to how enrollment is managed with internal transfers. How are students monitored? Carl explained there is a built-in flag in the system. All agreed to revise the calendar language to add *must seek permission* to make clear that students need special permission for internal transfers.

2. **Department of Earth Sciences (SCUS 15-36b)**

   (i) Prerequisite change to EASC 405

   This agenda item was DEFERRED until both the Faculty of Science and the Faculty of Environment can meet to review any overlap concerns.

3. **Department of Physics (SCUS 15-36c)**

   **Motion 6**
   It was moved by C. Lowenberger and seconded by L Legris

   “that SCUS approve under delegated authority and send to Senate for information the deletion of PHYS 131 effective Summer 2016.”

   CARRIED

**d. Faculty of Applied Sciences (SCUS 15-34)**

1. **School of Computing Science** Defer this as no representation as of 2:38 pm

   **Motion 7**
   It was moved by E. Park and seconded by J. Pulkingham

   “that SCUS approve under delegated authority and send to Senate for information the Upper and Lower Division requirement changes to the Information Systems in Business Administration and Computing Science Joint Major effective Summer 2016.”

   CARRIED

   **Motion 8**
   It was moved by E. Park and seconded by A. Gemino

   “that SCUS approve under delegated authority and send to Senate for information the prerequisite change to CMPT 295 and 376W effective Summer 2016.”

   CARRIED
e. Beedie School of Business (SCUS 15-35) defer this as no representation as 2:38 pm

**Motion 9**
It was moved by A. Gemino and seconded by J. Pulkingham

“that SCUS approve under delegated authority and send to Senate for information the prerequisite change to BUEC 232 effective Summer 2016.”

CARRIED

It was pointed out the change is more a description than a prerequisite.

**Motion 10**
It was moved by A. Gemino and seconded by C. Lowenberger

“that SCUS approve under delegated authority and send to Senate for information the requirement changes to the 400-level Business courses and the course option lists for the following joint major and joint honours programs:

- Business and Communication Joint Major
- Business and Economics Joint Major
- Business and Geography Joint Major
- Business and Psychology Joint Major
- Business and IAT Joint Major – BBA or BSc
- Business and IAT Joint Major – BBA or BA
- Business and MBB Joint Major
- Business and Economics Joint Honours
- Business and MBB Joint Honours effective Summer 2016.”

CARRIED

5. Other Business

a. **SCUS Document Guidelines**

The Archives folder in the repository requires updating and it was requested to keep this folder active. The SCUS Document Guidelines also need current links to be added.

b. **Certificate Statistics by Term (For Information)**

There was brief discussion regarding this agenda item. Jo will review the list of certificates for any deleted certificates and update the list accordingly.

J. Hinchcliffe announced that she has hired someone to revamp the SCUS website to mirror Grad Studies’ website where one can search for deadlines, processes and procedures and how to correctly fill out curriculum forms.

The meeting was adjourned at 3:07 pm
The minutes were prepared by R. Balletta