1. Approval of the Agenda

S. Rhodes added an additional agenda item under ‘Other Business’ regarding the Ministry’s Quality Assurance Process Audit, for information only. 

The Agenda was approved as amended.

2. Approval of the Minutes of September 15, 2016

There were a few revisions to the minutes:
- Page 4, change Jo to J. Hinchliffe to be consistent with the rest of the document.
- Corrections under SCUS Procedure Changes: Using SGSC...in which that committee has the authority to delegate to the dean...this should read ...to delegate to the Chair
- Delete the next sentence which refers to subcommittees
- Referring to the consensus, it should read that consensus was to agree on changing procedure not the terms of reference

Motion 1
It was moved by C. Murray and seconded by M. Lechner

“that SCUS approve the minutes of September 15, 2016 as amended.”

CARRIED
3. Old Business

a. Faculty of Communication, Art and Technology (SCUS 16-32) DEFERRED to November meeting.

1. School of Interactive Arts and Technology

   (i) Requirement changes to the Interactive Arts and Technology Major,
       - Bachelor of Arts
       - Bachelor of Science
       - Bachelor of Arts, Second Degree
       - Bachelor of Science, Second Degree programs
   (ii) Admission requirement changes to the SIAT Majors, Minor, and Joint Majors programs

4. New Business

a. Beedie School of Business (SCUS 16-35)

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

“that SCUS approve under delegated authority and send to Senate for information the
New Course Proposal: BUS 318-3, Management of Equity and Fixed Income
Investments effective Fall 2017.”

CARRIED

Motion 3
It was moved by S. Spector and seconded by A. Clapp

“that SCUS approve under delegated authority and send to Senate for information the
changes to the Business Co-operative Education Program effective Summer 2017.”

DEFERRED

There was much discussion regarding this item and considerable concern was voiced by C. Murray on
the timing of these changes and how these changes have been presented to the departments and
faculties as no information was given prior to the proposal. She added that it was not clear if there
was an option to accept or amend the changes; it was understood the changes were set as the
national standard of the minimum requirement for a co-op program. C. Murray suggested that a
strong message be sent to co-op letting them know that no clear information was brought forward to
the faculty and departments. The deans have already indicated support for these changes but the
decision needs to be made by SCUS and Senate. Members did see the benefit for students with these
proposed changes but also agreed to revisit this item in December to make a more informed
decision. The proposal should be coming forward from Co-op in consultation with all the faculties, not
one faculty at a time.
b. Faculty of Communication, Art and Technology (SCUS 16-34)

1. School of Communication

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

“that SCUS approve under delegated authority and send to Senate for information the:

- Course Number and description change for CMNS 260
- Course number, credit and description change for CMNS 262 effective Summer 2017.”

CARRIED

Motion 5
It was moved by S. Poyntz and seconded by A. Clapp

“that SCUS approve under delegated authority and send to Senate for information the Lower division requirement changes to the:

- CMNS Extended Minors
- CMNS Honours
- CMNS Joint Major with Anthropology
- CMNS Joint Major with Business
- CMNS Joint Major with English
- CMNS Joint Major with SIAT
- CMNS Joint Major with Sociology
- CMNS Majors programs
- effective Summer 2017.”

CARRIED

Motion 6
It was moved by S. Poyntz and seconded by A. Clapp

“that SCUS approve under delegated authority and send to Senate for information the changes to the following courses to allow for multiple repeats for credit:

- CMNS 286, 287
- CMNS 386, 387, 388
- CMNS 408, 428, 438, 448, 458, 460, 461, 486, 487, 488 and 489

CARRIED

Motion 7
It was moved by S. Poyntz and seconded by (v, vi) A. Chinnery

“that SCUS approve under delegated authority and send to Senate for information the

- W designation for CMNS 455-4, Women and New Information Technologies
- Deletion of non-W CMNS 455

CARRIED
c. Faculty of Arts and Social Sciences (SCUS 16-36)

Motion 8
It was moved by C. Murray and seconded L. Legris

“that SCUS approve under delegated authority and send to Senate for information the implementation of the new acronym – FASS - effective Spring 2017.”

CARRIED

d. Faculty of Science (SCUS 16-37)

1. Department of Biological Sciences

Motion 9
It was moved by C. Lowenberger and seconded by P. Gallilee

“that SCUS approve under delegated authority and send to Senate for information the Program requirement changes to the Ecology, Evolution and Conservation Stream effective Summer 2017.”

CARRIED

5. Other Business

a. Notice of Motion – Final Examinations T20.02 (For Information Only)

There was much discussion with regard to this agenda item. Concern focused on:

- need to provide students with adequate time to study for formally scheduled exams.
- need for a full twelve- thirteen weeks of instruction
- why use the term “final” (to avoid exams covering the entire term in the last two weeks regardless of %)

S. Poyntz is not convinced that giving an exam on final week of class is taking away from the student’s weeks of instruction and is curious to see what other universities have done or are doing. J. Hinchliffe has asked the members to review the Notice of Motion with their department or faculty and forward any feedback or concerns to her. She will forward the electronic version to everyone. All agreed to bring back a Motion for the November SCUS meeting.

b. Existing Course Deletion Form (For Information Only)

J. Hinchliffe explained the changes made to the Deletion form in order to capture all programs and/or prerequisites that may be affected when a course is deleted. The form has gone live on the web site.
c. Quality Assurance Process Audit (For Information Only)

S. Rhodes spoke to this agenda item and gave a brief background on the quality assurance process audit the Ministry of Education will be conducting in the spring and asked the members if they would consider representing SCUS in March. She explained that Glyn Nichols is leading the process for SFU and is requesting representation from a member who could speak to the processes from a faculty perspective; one from a professional faculty, departmental faculty and non-departmental faculty. S. Rhodes added that we were chosen to participate in this external review as the Ministry is aware of our processes and procedures for curriculum approvals. The Chair added that this is a positive step as it is inclusive and recognizes the good work that SFU does with its approval processes.

S. Rhodes will forward to the committee members the Ministry of Advanced Education Quality Assurance Process Audit Briefing Notes for their review and asked them to forward any questions, concerns or feedback to her.

Minutes prepared by R. Balletta
Meeting adjourned at 3:45 pm