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MEMORANDUM

ATTENTION Senate
FROM Bill Krane, Chair
Senate Committee on Undergraduate
Studies
RE: Faculty of Environment

DATE March 4, 2011
PAGES 1/1

For information:

Acting under delegated authority at its meeting of March 3, 2011, SCUS approved the following curriculum revisions effective Fall 2011:

1. Environmental Science

- (i) Change in the minimum grade requirement to 2.0 CGPA for the Environmental Science Major Program (SCUS 11-05 Revised)
- (ii) New Course Proposal (SCUS 11-18a):
ENV 391-(1-8), Directed Study in Environment
ENV 491-(1-8), Directed Study in Environment
- (iii) Addition of Double Minor degree option (SCUS 11-18b)

Senators wishing to consult a more detailed report of curriculum revisions may do so on the Web at http://www.sfu.ca/senate/Senate_agenda.html following the posting of the agenda. If you are unable to access the information, please call 778-782-3168 or email shelley_gair@sfu.ca.



faculty of environment

MEMO

Dean's Office
TASC 2, Suite 8900

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www.fenv.sfu.ca

ATTENTION	Bill Krane, Chair, Senate Committee on Undergraduate Studies (SCUS)
FROM	Duncan Knowler, Chair, FENV Curriculum Committee
RE	Faculty of Environment Minimum Credit Requirements for the Environmental Science (EVSC) Program
DATE	February 15, 2011

The following was approved by the FENV Curriculum Committee at its meeting of December 6, 2010 and is being forwarded to SCUS for approval and recommendation to Senate.

Changes in Criteria for the Minimum Grade Requirement in the Environmental Science Program, Faculty of Environment

The EVSC Major program currently requires a minimum CGPA of 2.5 for continuation and graduation but we have approved a reduction to 2.0 to be effective immediately. A Major in Environmental Science with a minimum CGPA of 2.0 for continuation and graduation would increase opportunities for a broader range of students and also help retain students on their chosen career path of Environmental Science during periods when they encounter difficulties or circumstances that affect their grades. This change would make the minimum CGPA consistent with that for a Major in the Department of Geography, a Major in most Departments and Programs in the Faculty of Science and with the default policy at SFU.

Since we wish to adopt the default minimum grade requirements at SFU and to enable the change to be effective immediately, we propose to delete reference to a minimum grade in the current calendar entry describing the current EVSC program.

The change in minimum grade to 2.0 for the redeveloped EVSC program that will replace the current program in September 2011 has already been approved by SCUS (approved by SCUS on January 6, 2011). However, for consistency with SFU policy we propose to delete the wording in the calendar entry.

I have included the necessary calendar deletions below. Please note that the minimum grade requirements for the EVSC Honours degree will remain at 3.0.

Thanks kindly,



Duncan Knowler
Associate Dean, FEnv

Deletion to the Current Environmental Science Calendar Entry:

~~Minimum Grades~~

~~The minimum cumulative grade point average (CGPA) for continuation and graduation is 2.50.~~

Deletion to the Approved Environmental Science Calendar Entry to Become Effective September 2011:

~~Minimum Grades~~

~~The minimum cumulative grade point average (CGPA) for continuation and graduation is 2.00.~~



SCUS 11-18a

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ATTENTION	Bill Krane, Chair, Senate Committee on Undergraduate Studies (SCUS)
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FROM	Duncan Knowler, Chair, FENV Curriculum Committee
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RE	Faculty of Environment - New Course proposals
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DATE	February 22, 2011
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The following were approved by the FENV Curriculum Committee at its meeting of February 8, 2011 and are being forwarded to SCUS for approval and recommendation to Senate.

New Course Proposals:

- ENV 391 "Directed Study in Environment"
- ENV 491 "Directed Study in Environment"

A handwritten signature in black ink, which appears to read "D Knowler", is written over the printed name.



COURSE NUMBER ENV 391

COURSE TITLE

LONG — for Calendar/schedule, no more than 100 characters including spaces and punctuation

Directed Study in Environment

AND

SHORT — for enrollment/transcript, no more than 30 characters including spaces and punctuation

Directed Study in Environment

CREDITS

Indicate number of credits for: Lecture _____ Seminar _____ Tutorial 1-8 units Lab _____

COURSE DESCRIPTION (FOR CALENDAR). 3-4 LINES MAXIMUM. ATTACH A COURSE OUTLINE TO THIS PROPOSAL.

Independent study on environmental topics selected in consultation with the supervising instructor. A Directed Study Proposal must be completed and approved by the instructor, the Home Departmental Advisor and the Faculty of Environment Advisor prior to registration. Students may take this course only once.

PREREQUISITE

CCPA
Completed 60 units, earned GPA of 3.0 in previous 2 terms

COREQUISITE

none

SPECIAL INSTRUCTIONS

That is, does this course replicate the content of a previously-approved course to such an extent that students should not receive credit for both courses? If so, this should be noted in the prerequisite.

COURSES(S) TO BE DELETED IF THIS COURSE IS APPROVED

NOTE: APPROPRIATE DOCUMENT FOR DELETION MUST BE SUBMITTED TO SCUS

none

RATIONALE FOR INTRODUCTION OF THIS COURSE

This course provides the option for students to work with a faculty member on environmental topics of mutual interest. This course is primarily targeted for Development and Sustainability, Sustainable Community Development, and Environmental Science students.



SCHEDULING AND ENROLLMENT INFORMATION

Indicate effective term and year course would first be offered and planned frequency of offering thereafter:

Offered each term of each year

(NOTE: There is a two-term wait for implementation of any new course.)

Indicate if there is a waiver required: ☐ YES ☒ NO Will this be a required or elective course in the curriculum? ☐ Required ☒ Elective

What is the probable enrollment when offered? Estimate Less than 10 per term

Which of your present CFL faculty have the expertise to offer this course?

All faculty

Are there any proposed student fees associated with this course other than tuition fees? ☐ YES ☒ NO
(If yes, attach mandatory supplementary fee approval form.)

RESOURCE IMPLICATIONS

NOTE: Senate has approved (S.93-11) that no new course should be approved by Senate until funding has been committed for necessary library materials. Each new course proposal must be accompanied by a library report and, if appropriate, confirmation that funding arrangements have been addressed.

Campus where course will be taught Burnaby, Harbor Centre, Surrey

Library report status Library informed, no objections (see attached email)

Provide details on how existing instructional resources will be redistributed to accommodate this new course. For example, will another course be eliminated or will the frequency of offering of other courses be reduced; are there changes in pedagogical style or class sizes that allow for this additional course offering?

Not needed

List any outstanding resource issues to be addressed prior to implementation: space, laboratory equipment, etc:

none

Articulation agreement reviewed? ☐ YES ☐ NO ☒ Not applicable

OTHER IMPLICATIONS



APPROVALS

- 1 Departmental approval indicates that the Department or School has approved the content of the course, and has consulted with other Departments/Schools/Faculties regarding proposed course content and overlap issues.

Chair, Department/School

Date

Chair, Faculty Curriculum Committee

Date

- 2 Faculty approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/School/Department commits to providing the required Library funds.

Dean or designate

Date

LIST which other Departments, Schools and Faculties have been consulted regarding the proposed course content, including overlap issues. Attach documentary evidence of responses.

Other Faculties approval indicated that the Dean(s) or Designate of other Faculties AFFECTED by the proposed new course support(s) the approval of the new course:

Date

Date

- 3 SCUS approval indicates that the course has been approved for implementation subject, where appropriate, to financial issues being addressed.

COURSE APPROVED BY SCUS (Chair of SCUS):

Date

APPROVAL IS SIGNIFIED BY DATE AND APPROPRIATE SIGNATURE.



COURSE NUMBER ENV 491

COURSE TITLE

LONG — for Calendar/schedule, no more than 100 characters including spaces and punctuation

Directed Study in Environment

AND

SHORT — for enrollment/transcript, no more than 30 characters including spaces and punctuation

Directed Study in Environment

CREDITS

Indicate number of credits for: Lecture _____ Seminar _____ Tutorial 1-8 Lab _____

COURSE DESCRIPTION (FOR CALENDAR). 3-4 LINES MAXIMUM. ATTACH A COURSE OUTLINE TO THIS PROPOSAL.

Independent study on environmental topics selected in consultation with the supervising instructor. A Directed Study Proposal must be completed and approved by the instructor, the Home Departmental Advisor and the Faculty of Environment Advisor prior to registration. Students may take this course only once.

PREREQUISITE

CC GPA
Completed 60 units, earned GPA of 3.0 in previous 2 terms

COREQUISITE

none

SPECIAL INSTRUCTIONS

That is, does this course replicate the content of a previously-approved course to such an extent that students should not receive credit for both courses? If so, this should be noted in the prerequisite.

COURSES(S) TO BE DELETED IF THIS COURSE IS APPROVED

NOTE: APPROPRIATE DOCUMENT FOR DELETION MUST BE SUBMITTED TO SCUS

none

RATIONALE FOR INTRODUCTION OF THIS COURSE

This course provides the option for students to work with a faculty member on environmental topics of mutual interest. This course is primarily targeted for Development and Sustainability, Sustainable Community Development, and Environmental Science students.



SCHEDULING AND ENROLLMENT INFORMATION

Indicate effective term and year course would first be offered and planned frequency of offering thereafter:

Offered each term of each year

(NOTE: There is a two-term wait for implementation of any new course.)

Indicate if there is a waiver required: ☐ YES ☒ NO Will this be a required or elective course in the curriculum? ☐ Required ☒ Elective

What is the probable enrollment when offered? Estimate Less than 10 per term

Which of your present CFL faculty have the expertise to offer this course?

All faculty

Are there any proposed student fees associated with this course other than tuition fees? ☐ YES ☒ NO
(If yes, attach mandatory supplementary fee approval form.)

RESOURCE IMPLICATIONS

NOTE: Senate has approved (S.93-11) that no new course should be approved by Senate until funding has been committed for necessary library materials. Each new course proposal must be accompanied by a library report and, if appropriate, confirmation that funding arrangements have been addressed.

Campus where course will be taught Burnaby, Harbor Centre, Surrey

Library report status Library informed, no objections (see attached email)

Provide details on how existing instructional resources will be redistributed to accommodate this new course. For example, will another course be eliminated or will the frequency of offering of other courses be reduced; are there changes in pedagogical style or class sizes that allow for this additional course offering?

Not needed

List any outstanding resource issues to be addressed prior to implementation: space, laboratory equipment, etc:

none

Articulation agreement reviewed? ☐ YES ☐ NO ☒ Not applicable

OTHER IMPLICATIONS



APPROVALS

- 1 Departmental approval indicates that the Department or School has approved the content of the course, and has consulted with other Departments/Schools/Faculties regarding proposed course content and overlap issues.

Chair, Department/School _____ Date 22/02/11
Chair, Faculty Curriculum Committee _____ Date 22/02/11

- 2 Faculty approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/School/Department commits to providing the required Library funds.

Dean or designate _____ Date 22/02/11

LIST which other Departments, Schools and Faculties have been consulted regarding the proposed course content, including overlap issues. Attach documentary evidence of responses.

Other Faculties approval indicated that the Dean(s) or Designate of other Faculties AFFECTED by the proposed new course support(s) the approval of the new course:

_____ Date _____
_____ Date _____

- 3 SCUS approval indicates that the course has been approved for implementation subject, where appropriate, to financial issues being addressed.

COURSE APPROVED BY SCUS (Chair of SCUS):

_____ Date _____

APPROVAL IS SIGNIFIED BY DATE AND APPROPRIATE SIGNATURE.

Faculty of Environment

Directed Studies Course Description

Intention

The intent of Faculty of Environment Directed Studies courses is to allow a student or a small group of students to pursue supervised upper division intensive study in an area of environment that is not already covered by an existing course. Directed studies courses offered through the Faculty of Environment include ENV 391 and ENV 491 offered as a variable unit course of 1 - 8 units. Students may take each Directed Studies course only once. Students should take ENV 391 before taking ENV 491. Students must consult with and get approval from their Home Departmental Advisor before registering; in order to make sure course units can be used for graduation.

Requirements

Applicants must have:

- completed 60 units
- earned a minimum GPA of 3.00 in their two most recent terms
- a completed FENV Directed Studies Course Proposal Form (on FENV website)
- a Directed Study Proposal approved by the course supervisor
- Home Departmental Advisory approval to use course units towards major
- Faculty of Environment advisor approval
- completed sufficient regular courses covering the relevant background

Directed Studies courses should not duplicate material covered in other courses

Procedures

The initiative for implementing a directed study course comes from the student. The student identifies a faculty member who has expertise in the area of the proposed study. A database of SFU researchers is available online at <http://www.sfu.ca/vpresearch/find+researcher.html>. It is the faculty member's prerogative to refuse any request.

Students and faculty are advised to make their arrangements for the course well in advance. The student submits an initial proposal to the faculty member and then discusses the proposal to confirm the academic quality of the Directed Study, as well as to ensure the proposed study does not duplicate the content of a calendar course.

The student and the faculty member together draft the final proposal (see below), which must have student's and faculty supervisor's signature. Upon signing, the student acknowledges that he/she will be responsible for the completion of all assigned work, will maintain contact with the instructor, will meet deadlines, and will fulfill other related academic responsibilities for the successful completion of this course.

The student submits the form and required attachments to his/her home departmental advisor for approval at least two weeks prior to the first day of classes. The proposal and attachments are then forwarded to Leigh McGregor, Faculty of Environment Academic Advisor, for approval and registration in the course. Students may not register themselves for a Directed Studies course.

Students will be added into the course only when the form is complete and all signatures obtained. Notification of approval/denial will be forwarded to the student from the Faculty of Environment.

The faculty supervisor is responsible for submitting a final grade for the course on the regular due date for courses without a scheduled exam. The Faculty of Environment Associate Dean will then approve the grades.

Faculty Obligations

Although students may become involved in data collection, coding, and data analyses of faculty members' research in the context of Directed Studies and Research courses, faculty must ensure that the courses are devoted to advancing students' knowledge. Students should not be merely used as unpaid research assistants.

Course Requirements

The student must perform a sufficient amount of work to justify the units in the course, which is normally a minimum of three hours per week for each unit. The student is also expected to meet with the instructor on a regular basis (i.e., weekly or biweekly meetings). In addition to other deliverables that may be outlined in the proposal, the student is required to submit a substantial written report on material covered in the course (i.e., essay, literature review, annotated bibliography, research report) to the instructor.



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ATTENTION	Bill Krane, Chair, Senate Committee on Undergraduate Studies (SCUS)
FROM	Duncan Knowler, Chair, FENV Curriculum Committee
RE	Faculty of Environment - Addition of Double Minor degree option
DATE	February 22, 2011

The following were approved by the FENV Curriculum Committee at its meeting of February 8, 2011 and are being forwarded to SCUS for approval and recommendation to Senate.

Double Minor BA Degree Options for the Faculty of Environment:

- BA with two extended Minors
- BA with a Minor and extended Minor
- BA with two Minors

Rationale

As of Fall 2010, two programming changes in FASS – deletion of the BGS and debut of a double Minor option – have had implications for students in other faculties across campus, FEnv included. Both changes concern what might be called substitute pathways to graduation that offer an option to students who either have amassed course credits but fall short of fulfilling existing degree requirements or simply prefer an alternative to what is available now. Initial reports suggest the double Minor option is proving quite popular with the FASS students to which it is directed.

In light of these changes, FEnv students seeking an alternative pathway to graduation can no longer turn to the FASS BGS program. Nor can they yet graduate with a double Minor *while based in our faculty*. We have three or four examples of students 'migrating' from FEnv to FASS in order to graduate with the new double Minor, some of whom are very good students. The direct impact thus far has been restricted to Geography, but that is likely to change once Archaeology joins the Faculty.

There are three possible options in response to the situation, to create a FEnv BGS, a double Minor or both. The FEnv BGS option does not *directly* address the asymmetry that arises from FASS's new double Minor. Moreover, the BGS is a complex, advising-intensive degree that would seem unsuitable for a smaller Faculty. The case for instituting a double Minor seems much stronger. It is a more modest step – adding incrementally to the existing BA rather than creating an entirely new degree. It would *directly* tackle the asymmetry that has now developed with FASS and should prove a much more manageable alternative for student and advisor alike. Finally, as FEnv continues with the development of new Minors, adding the double Minor degree option will help to create demand for these new programs.

It is reasonable to ask whether establishing the double Minor program risks a dilution of standards, but this seems less likely since students still have to complete 120 units of coursework, with 44 or 45 at the upper division. Unease about potential dilution of Faculty content can be countered with appropriate Faculty residency requirements – that is, by establishing some minimum number of units to be taken in FEnv courses. Moreover, GPA requirements would be unaffected. Certain other Faculties (e.g. FASS, FCAT) have such 'local' thresholds and these have served as a model for the proposed double Minor in the Faculty of Environment.



D. Knowler

Attach.

Proposed Calendar language for a double Minor BA degree option in FEnv

Minor and Extended Minor Programs

Students wishing to prepare themselves in two program areas, but not desiring to undertake a major or a joint major program, may complete a program consisting of two extended minors, an extended minor and a minor, or two minors for the BA, at least one of which must be in the Faculty of Environment. Students who are interested in this option must meet with a faculty adviser in their home unit or in the Faculty of Environment Dean's Office to receive academic advising and program approval.

A minor program requires at least 15 upper division units within a single program area unless otherwise specified in the Calendar. At least seven units must be completed at Simon Fraser University. An extended minor consists of the lower division requirements for a major, and the upper division requirements for a minor.

Requirements in addition to those listed under the Bachelor of Arts degree for each unit in the Faculty of Environment :

- * students complete lower division requirements for each extended minor and/or minor program
- * students complete at least 21 upper division units in Faculty of Environment courses, of which at least 12 must be completed at Simon Fraser University
- * no more than eight upper division units that have been transferred from another institution may be used toward an extended minor or minor

D. Knowler
Feb 22, 2011