

# SENATE COMMITTEE ON UNDERGRADUATE STUDIES

## MINUTES

April 4, 2019~ 2:30 pm –4:30 pm  
W.A.C. Bennett Library Room 7100

Attendees: W. Parkhouse (Chair), E. Elle (Vice Chair), A. Chinnery (for N. Gajdarachko), D. Hik, R. Khan Hemani, K. Nordgren (secretary), C. Murray, K. Oldknow, S. Poyntz, S. Rhodes, S. Spector, N. van Houten, D. Yang (for P. Kingsbury)

Guest: D. Knowler Associate Professor, Faculty of Environment

Regrets: M.Crouch, P. Kingsbury

### 1. Approval of the Agenda

There were two additional items added under Other Business:

- (i) SCUS sub committees
- (ii) Update on FUSION, the Future Skills Innovation Network

The agenda was approved as amended.

### 2. Approval of the Minutes of March 7, 2019

The minutes were approved as presented.

### 3. Open Discussion

#### a. Mandatory Review of New Credentials (Programs, Majors, Certificates, etc.)

Before the Open Discussion began, the Chair spoke about the annual SEMC retreat. He noted that the topics and attendees overlap with SCUS and recommended that an invitation be extended to the SCUS group. The Chair will send out information regarding this year's retreat scheduled on May 3<sup>rd</sup>, which will be held at the Vancouver campus at Harbour Centre.

#### OPEN DISCUSSION

The Chair began this discussion on a mandatory review of new credentials by stating that wherever they create new credentials there is rarely a review of the program's success. SFU has no policy/process and so he thought this would be a good topic for discussion, with the potential parameters for reviews.

The SCUS group thought this was an important topic and also agreed that a significant amount of time has to pass before a program can be determined to be successful. Discussion ensued.

- x New programs take time to gain traction; a suggestion was made for an interim review or update.
- x A question was asked regarding the definition of 'working' or successful.
  - o Is it the number of students enrolled in the program after three or four years or more? Is the program popular enough to be sustainable?

- x A recommendation was made to strategize: how do units need?
  - o Professional Development? Communication and collaboration on best practices?
- x Parameters of success – academic, completion rates, etc. If parameters are set for credential reviews, ensure that they apply fairly to all credentials.
- x A suggestion was made for a report at the faculty level after five years
- x A suggestion was made to include a statement in the NOI/FPP re: how and when to review this program
- x A question was raised for reviewing existing programs, which sometimes experience a period of dormancy; how and when to decide if this dormant period is permanent?
- x A suggestion was made to incorporate a probation period before discontinuing a program, including discussions on why the program was not successful, and then proceed to suspension/deletion.
- x A comment was made to keep a review deadline in mind as students do not communicate intent to declare – and may be working towards a credential prior to admission into the program.

All agreed it would be useful to review a report at the five-year mark and to establish metrics for success for the discontinuation of a credential

The Chair noted that there was opposition for reviewing a new program within a reasonable amount of time and agreed that adding individual metrics within the NOI for review will benefit students as well as faculties.

Next topic for Open Discussion: Can we streamline the NOIP process to reduce the time for program approval

#### 4. New Business

#### COURSE CHANGES (SCUS 1927)

The following course changes were approved under delegated authority effective Spring 2020.

##### a. Faculty of Communication, Art and Technology

##### 1. School of Interactive Arts and Technology

- (i) Prerequisite change for IAT 206W and 309W

##### b. Faculty of Environment

##### 1. The School of Resource and Environmental Management

- (i) Title and equivalent statement change for REM 319
- (ii) Equivalent statement change for REM 407

c. Faculty of Science

1.

S. Poyntz provided background information for the program, thanked all those involved to make this agenda item possible. S. Poyntz answered questions posed by SCUS members

xHas SFU offered a certificate program like this before

- o Yes, the International Experiential Learning Certificate (Beedie School of Business).
- o SFU has a long term relationship with Griffith University. a key player and very enthusiastic about this program

xIs it sustainable with such small number of students in the FPP

- o Certificates historically have small number of students are not adding courses requirements



