SENATE COMMITTEE ON UNDERGRADUATE STUDIES

MINUTES

June 7, 2018 ~ 2:30 pm – 4:30 pm

STRAND HA~ (j)Tj 0.21 0 Td (d)Tj 0.004 Tc -0.004 Tw 0.56

b. Beedie School of Business (SCUS 18-40b)

Motion 6

d. Faculty of Science (SCUS 18-44)

1. Department of Biomedical Physiology and Kinesiology

Motion 11
It was moved by K. Oldknow and seconded by S. Spector

> "that SCUS approve under delegated authority and send to Senate for information the admission requirement changes to the Biomedical Physiology Major and Kinesiology Major programs effective Spring 2019."

TABLED

Discussion ensued regarding the language used in the rationale. All agreed the rationale is not clear and much clarification is needed particularly around what groups of students are included and which are not for entry into BPK.

It was suggested that a representative from the Department of Biomedical Physiology and Kinesiology be present at the next SCUS meeting to speak to this agenda item in order to proceed and avoid any further delays. This item was tabled until a future SCUS meeting.

e. Faculty of Communication, Art and Technology (SCUS 18-45)

1. School for the Contemporary Arts

Motion 12
It was moved by S. Poyntz and seconded by C. Murray

> "that SCUS approve under delegated authority and send to Senate for information the title and description change for the Fine and Performing Arts Minor program effective Spring 2019."

CARRIED

4. Other Business

a. Final Examination Policy

K. Nordgren provided the background of this agenda item, updating the group on the current status of the policy. He explained the policy was approved in December 2016 and did not go forward to Senate as the intention was for both the Final Examination and the Scheduling policies go forward at the same time.

The question was posed as to whether SCUS should be re-discussing this item.

W. Parkhouse posed the question to the SCUS group, given that this policy was not forwarded to Senate and the significant time lapse, is SCUS comfortable with forwarding it for approval as is or does SCUS want to take another look at it?
It was noted that it initially came to SCUS because of two significant issues:

- x ghost final exams - instructors would schedule exams and never hold them
- x instructors would hold

K. Nordgren added that following approval at SCUS in December 2016, it was forwarded to Ian Forsyth for his review. I. Forsyth provided standard policy formatting, adding sections on responsibility and accountability.

The SCUS group decided to bring the policy back to the July SCUS meeting for further discussion and to review once again which will include review of the revisions made by Ian.
It was also suggested that D. Leznoff, R. Khan Hemani and W. Parkhouse review the final document prior to SCUS and SENATE's approval.

b. Scheduling Policy Update

Wade Parkhouse and Steve Birnie spoke to this agenda item.

W. Parkhouse provided the background of this agenda item, highlighting the status of the project and what is happening to create a new approach to course access for students. He explained when this policy was first initiated, G. Myers reviewed the conflict ratios and scheduling patterns, finding eight patterns that prevented students from taking courses.

W.Parkhouse explained that not all students' scheduling needs are the same; depending on program, lower division vs upper division, and changing needs over time. Prime time needs to vary; some students work during the day so evenings are prime time for them. He added that an investigation is required to determine what prime time is for different types of students and consider making significant changes. We must be student centric, not faculty centric for any mechanism to work across all three campuses.

S. Birnie identified the problem that we are moving forward faster than what our software can handle and spoke about demand

All agreed, the credential doesn't change as the student graduates under the calendar they were enrolled at the time. The student is grandfathered and a sentence clarifying this should be added to the form.

This was Daniel Leznoff's last SCUS meeting as his term as Chair of SCUS is now finished.

Thank you Daniel for graciously accepting to Chair SCUS as Wade's designate. We are grateful for your time and effort.

Meeting adjourned at 4:08 pm
Minutes prepared by R. Balletta