SENATE COMMITTEE ON UNDERGRADUATE STUDIES

MINUTES

May 2, 2019 ~ 2:30 pm – 4:30 pm
W.A.C. Bennett Library Room 7200

Attendees: W. Parkhouse (Chair), E. Elle (Vice-Chair), S. Birnie (R. Khan Hemani), A. Chinnery (N. Gajdamaschko), D. Hik, P. Kingsbury, C. Murray, K. Nordgren (secretary), K. Oldnow, S. Poyntz, S. Rhodes, C. Stevenson (S. Spector), N. van Houten

Regrets: M. Crouch

The Agenda was approved, as amended.

2.
3. Open Discussion

a.

Can we streamline the FPP process?

(i) Notice of Intent (NOI) to Full Program Proposal (FPP) - can we reduce the processing time for a new program/certificate?

The Chair introduced the topic and S. Rhodes began the discussion. She stated that she created templates for the NOI and FPP stages to simplify the process and noted the potential to further improve the process by significantly revising the NOI template, since the Ministry no longer requires lengthy NOI documents.

A suggestion was made that SCUP review the final FPP only, skipping the NOI stage altogether – assuming a SCUS subcommittee would vet the documents beforehand. SCUP members could attend the SCUS meeting, as different sets of questions arise at SCUP that normally do not at SCUS. All agreed that a simple memo to SCUP notifying the committee that an FPP is forthcoming would significantly reduce processing time.

The members provided feedback, comments and suggestions and discussion ensued.

A comment was made that the lengthy approval process is due in part to the many consultations that are required during the NOI stage. The various committees have different approaches to this process, so clear instructions for when Ministry approval is needed/not needed would be helpful.

K. Oldknow commented on how helpful the vetting of documents and the templates are, especially for new faculty members preparing an NOI for the first time. S. Poyntz added that there is valuable learning and training that comes when preparing for an FPP, so the NOI process made the FPP easier and faster to complete. There was a comment that the Labour Market section of the NOIs

5. New Business

COURSE MODIFICATIONS (SCUS 19- 33)

Motion 3
The following Course Modifications were approved under delegated authority, effective Spring 2020.

S. Rhodes posed the question regarding equivalency for CHEM 109. D. Hik will check with the Department of Chemistry for clarification. The agenda item was approved, under advisement.

a. Faculty of Environment

1. The School of Resource and Environmental Management

(i) B-Soc designation for PLAN 200
(ii) Change to the equivalent statement for REM 370 and 375

b. Faculty of Science

1. Department of Biological Sciences

(i) Prerequisite change for BISC 313
(ii) Description change for BISC 497W, 498 and 499
(iii) Prerequisite change for MASC 401, 410, 412, 415, 425, 430, 437, 440 and 470-479
(iv) Unit change for MASC 410, 412, 430 and 440
(v) Deletion of MASC 411, 445, 446 and 480

2. Department of Chemistry

(i) Equivalent statement change for CF ( )Tj.Ea4ea**n**d 480 445, 44111nd 480
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White and F. Popowich. She was very pleased with her meeting with the Department of Statistics and Actuarial Science. C. Murray introduced S. Weldon and he began his presentation on the proposal.

S. Weldon stated how excited he was about this important and potentially valuable program – both for FASS and for other faculties. He provided additional background information for this NOI, from its developmental stage, which resulted from stories of privacy and big data and how their impact on vulnerable groups, to the creation of the NOI. He noted the value of this new minor as a complement to major degrees and for preparing students for the job market. S. Weldon gave a brief overview of the course structure for this interdisciplinary program, which includes the creation of three new courses and a capstone course that is not yet finalized.

The SCUS members posed questions to C. Murray and S. Weldon:

- Where is home for this NOI? Not sure yet, but there will be a Director and its own advisory committee
- Why does the minor need its own director? Without this level of administration, the proposal would not go anywhere.
- Why a minor and not a certificate? Not impressed of the record of accomplishment of certificates in FASS; they simply do not attract much attention. Certificates are not marketed well; units do not take responsibility for recruiting, sustaining and helping students transition into the labour force.
- With only three new courses why are two new faculty required? To better serve the students in FASS Td ( )Tj [(