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**MEMORANDUM**

ATTENTION	Senate	DATE	January 9, 2023
FROM	Elizabeth Elle, Vice-Chair	PAGES	1/3
RE:	Senate Committee on Undergraduate Studies 2021-2022 Annual Report of Senate Committee on Undergraduate Studies		

I am pleased to submit to Senate the 2021-2022 Annual Report of the Senate Committee on Undergraduate Studies (SCUS).

The Senate Committee on Undergraduate Studies is charged by Senate with the following terms of reference:

1. *Taking into consideration the need for coordination and development of undergraduate programs within the University, SCUS shall:*
  - a) *review and make recommendations to Senate on curriculum changes of a major nature and general matters affecting the curriculum.*
  - b) *under delegated authority, review and approve, where appropriate, all proposed new courses, course deletions, course changes and program revisions of a minor nature. These changes shall be reported in summary form to Senate.*
  - c) *review and make recommendations to SCUP regarding new programs and credentials.*
2. *To recommend to Senate grading, examination, standing and continuance policies.*
3. *To recommend to Senate policies on undergraduate admissions, re-admissions, and credit transfer and where necessary, to provide general direction to the Registrar's Office in the interpretation of such policies.*
4. *To consider and decide on policy recommendations concerning undergraduate course registration and course withdrawal procedures and on the administration of undergraduate student records.*
5. *To consider and recommend to Senate policy recommendations from the Diverse Qualifications Adjudication Committee.*
6. *To consider and recommend to Senate policy recommendations regarding the WQB requirements.*
7. *The Committee quorum shall be eight voting members.*
8. *In the event that the representative from a Faculty is unable to attend a meeting of SCUS, the Faculty is authorized to appoint a faculty member replacement.*
9. *The Committee may establish sub-committees.*
10. *With a two-thirds majority vote, SCUS may delegate some of its powers to such sub-committees, or to the Chair/Vice-Chair. Undergraduate students must be represented on all sub-committees.*

This report covers the period September 1, 2021 to August 31, 2022 during which SCUS held **10** Meetings.

SCUS reviewed, recommended, approved and submitted to SCUP and Senate curriculum changes related to the addition, deletion and modification of programs and courses, as well as revisions of relevant policies.

**Programs:**

Name Change: Department of Global Humanities and major, joint major, minor, extended minor, and post-baccalaureate programs

Name Change: Certificate in Spanish Studies

Name Change: Minor in Physical and Health Education

Notice of Intent: Major and Minor in Urban Communities and Society

Notice of Intent: Major and Minor in Urban Change

Notice of Intent: Joint Major in English and World Literature

Notice of Intent: Certificate in Japanese Studies

**Policies:**

Academic Concessions – pilot self-declaration extended to Summer 2023

Advertising New Programs – Ministry of Advanced Education and Skills Training policy

Calendar Publication re: significant program changes (Fall term)

Course Unit Definition

Elective Grading System – pilot extended to Summer 2023

English Language Requirement

Notice of Intent & Full Program Proposal – internal approval process

Withdrawal Deadline

**New programs approved and recommended**

Full Program Proposal: Minor in Climate Change and Society

Full Program Proposal: Minor in Public Policy

**Curriculum Changes Approved**

<b>Program changes</b>	<b>New Courses</b>	<b>Courses deleted</b>	<b>Courses changed</b>
<b>271</b>	<b>62</b>	<b>15</b>	<b>273</b>

**SCUS Membership during 2021-2022:**

W. Parkhouse, Chair (Vice-Provost and Associate Vice-President, Academic)  
E. Elle, Vice-Chair (Vice-Provost and Associate Vice-President, Learning and Teaching)

T. Nault (Registrar)  
J. Sutherland (Director, University Curriculum & Institutional Liaison)  
E. Park, Applied Sciences  
L. Campbell, Arts and Social Sciences  
K. Masri, Beedie School of Business  
P. Pasquier, Communication, Art and Technology  
M. MacDonald, Education  
P. Kingsbury, Environment  
K. Tairyan, Health Sciences  
N. Hawkins, Science  
M. Crouch (University Librarian designate)  
S. Bains, A. Kandikova, A. Parmar (Student Representatives)

K. Nordgren (Secretary, Assistant Registrar)  
R. Balletta (Recording Secretary)

***Faculty Delegates***

January 2022: M. Grahame, UCIL Office (for J. Sutherland)  
March 2022: K. Oldknow, Applied Sciences (for E. Park, S. Noel, Secretary (for K. Nordgren)  
April 2022: S. Birnie, Registrar (for T. Nault)