

Curriculum and Programs Committee  
Faculty of Humanities and Social Sciences  
Minutes of Meeting  
Tuesday, September 19, 2023, 2:00 p.m.  
(Room AA5014 & Via Webex)

A meeting of the Curriculum and Programs Committee, Faculty of Humanities and Social Sciences, was held Tuesday, September 19, 2023 at 2:00 p.m. in room AA-5014 and via Webex. A list of attendees is attached.

1. Introductions

Past Co-Chair, K. Simonsen opened the meeting on behalf of Associate Dean, Pat Dold, who could not attend. Introductions were done around the table as there are many new members. A welcome was extended to everyone with thanks for service to the faculty for academic year 23-24.

2. Election of Chair or Co-Chairs for 2023-2024

The Recording Secretary advised committee members that K. Simonsen is volunteering her service to Chair or Co-Chair the committee for the academic year. No other members came forward to offer to serve in either capacity. Committee members elected K. Simonsen as Chair of CPC for academic year 2023-2024. (Moved/Seconded: S. Matthews/S. Ulfsgbjorninn) Carried.

K. Simonsen chaired the remainder of the meeting.

3. Approval of Agenda

R. Shute advised she has items to discuss under New Business. The agenda was approved as presented. (Moved/Seconded: S. Matthews/S. Ulfsgbjorninn) Carried.

4. Approval of Previous Meeting Minutes (June 20, 2023)

No meetings held July/August. Minutes of June 20, 2023 were approved as presented. (Moved/Second: K. Godbout-Kinney/R. Newhook) Carried.

5. CRW (update) and Language Study Requirement (K. Simonsen)

CRW update: for the benefit of new members, K. Simonsen gave a summary and informed that a subcommittee was formed last year to review CRW courses to see how well they are working. The subcommittee did meet over the summer. A draft survey intended to go to heads is being prepared. P. Dold will circulate the draft survey to CPC members for review before issuing to Heads. K. Simonsen did state that other faculties may be developing their own CRW courses.

Language Study Requirement: For the benefit of new members, K. Simonsen reviewed the issues surrounding the language study requirement, which specifically relates to ENG 1020/1021/1090, affecting students where English is not the 1<sup>st</sup> language. A subcommittee was formed last year, but did not have an opportunity to meet before some members went on leave. New members are needed. Current remaining members are K. Simonsen, P. Dold, Wendy Mosdell-Wadman. New volunteers: S. Thorne, R. Skinner, S. She's . Recording Secretary to coordinate a meeting of the subcommittee.

## 6. Calendar Changes

The deadline for departments to submit calendar change proposals to the Dean's Office is Monday, October 16. Any questions can be directed to P. Dold or R. Frew.

The HSS website is updated with Calendar Change Proposal template packages, one for each of: change for Undergraduate Courses, Regulations, and Programs. These template packages include the pages required by SCUgS. An updated Syllabus template and Tips for calendar changes is also provided.

## 7. New Business

R. Shute brought forward a concern that Language Study (LS) and Quantitative Reasoning (QR) courses are not always designated as such in the registration system and students are mistakenly taking courses that may not satisfy requirements for their degree. Students are not always looking at the calendar, but the registration system only. Having the LS & QR designations listed might help alleviate some of the issues being experienced. K. Simonsen, R. Shute, R. Skinner, and P. Dold to develop a calendar change proposal.

R. Shute informed the committee that the university may be implementing a new system "Degree Works". It allows students to perform their own reviews for quicker access to program audits for their degree. The system, however, uses GPA, not averages, as per MUN's current processes. As well, HSS currently uses "minimum average" for graduation requirements. After discussion it was deemed not necessary to consider revising BA graduation requirements from 60% average to a GPA value.

R. Shute identified that the regulations for Certificate and Diploma programs need to be reviewed and possibly requires a calendar change proposal. For ease of advising should we consider bringing regulations in line with the Major and Minors. As well, some courses need to be identified as an option towards a Certificate or Diploma. R. Shute, K. Simonsen, P. Dold, R. Skinner to review and formulate a calendar change proposal.

There are regulations problems with the interdisciplinary programs (i.e. Sociology/Criminology) which need to be reviewed. The Office of the Registrar has decided students must follow major/minor regulations based on when they completed a 2000-level or above course in the subjects' discipline. Previously this was any 2000-level course or above that would be applicable to the major/minor. Dr. Dold was going to speak with the ID program directors to see how they feel about this.

Dean's List Eligibility – R. Shute received a complaint (from the Academic Advising Centre) - calendar wording around eligibility for the Dean's List is not clear. Current wording states the HSS Major Program must be declared by the end of Winter Term. The complainant believes it should be date specific, to be clearer for students. After committee discussion, it was decided that the current wording is clear, and the dates are identified within the University calendar. R. Shute to bring decision back to Academic Advising Centre.

R. Newhook identified that the iBA Program issues still need to be resolved. She is volunteering for a subcommittee if one is formed. Before investing in making changes, a full review would be needed. For the information of new members, issues include requirement for international travel and subsequent costs being a deterrent for students, lack of course offerings, and lack of a dedicated coordinator. It was stated that L. Ashworth may be interested in being a champion for this program. R. Skinner to gather information on number of students being affected. K. Simonsen and P. Dold will discuss before moving forward.

All committee members were encouraged to bring information from CPC back to the units. As well to bring relevant concerns from the units back to CPC for review and discussion.

8. Adjournment (Moved: S. Matthews).

Meeting adjourned at 3:10 p.m.

**Next meeting: Tuesday, October 17, 2023 at 2 p.m.**

**List of Attendees:**

Kathryn Simonsen, Classics, Chair  
Nikita Lyssenko, Economics (Webex)  
Sarah Thorne, English (Webex)  
Wendy Mosdell-Wadman, English (Non-voting/Webex)  
Daniel Peretti, Folklore  
Arn Keeling, Geography (Webex)  
Shanti Ulfbjorninn, Linguistics  
Halia Koo, MLLC  
Seamus O'Neil, Philosophy  
Scott Matthews, Political Science  
Michelle Rebidoux, Religious Studies  
Daniel Kudla, Sociology (Webex)  
Rebecca Newhook, Co-op Education  
Renee Shute, Academic Advisor, Dean's Office  
Keif Godbout-Kinney, GSU Rep (Webex)  
Bruce March, MUNSU Rep (Webex)  
Renee Skinner, Registrar's Office  
Rose Frew, Recording Secretary

**Regrets:**

Pat Dold, Associate Dean  
Jennifer Dyer, Gender Studies  
Sebastien Rossignol, History

**Absent:**

Anthropology Rep  
Mario Blaser, Archaeology