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**SENATE COMMITTEE on UNDERGRADUATE STUDIES**

**MINUTES**

Thursday, February 13, 2025

2:15PM | Brightspace

**CHAIR**

Dr. S. Sullivan

**SECRETARY**

Ms. J. Porter

**PRESENT**

|  |  |
| --- | --- |
| Dr. G. George  Ms. C. Parsons  Dr. K. Simonsen  Dr. L. Galagedara  Dr. E. Davis  Dr. P. Coady  Mr. D. Wells  Mr. P. Sullivan  Dr. J. Browne  Dr. D. Kirby  **REGRETS**  Dr. L. Bruce-Robertson  Dr. M. Cheramy  Ms. W. Rodgers  **RECORDING**  N/A | Dr. P. Issahaku  Ms. B. Simmons  Dr. S. Harding  Mr. M. Waller  Dr. D. Gill  Mr. B. Kerr  Ms. A. Watkins  Ms. S. Papple  Ms. J. Howell  **ABSENT**  Cpt. V. March  Mr. D. Budden  Mx. A. Zedel  Dr. K. Power |

**1.0** **Approval of Minutes**

* 1. **Meetings of January 16 and January 30, 2025**

A draft of the minutes for the meetings of January 16, 2025 and January 30, 2025 were circulated.   
 **MOTION S. Harding/D. Wells**

*RESOLVED* that the minutes be approved as circulated pending minor edits that were already sent to J. Porter in advance of the meeting.

**CARRIED**

L. Galagedara abstained.

**2.0 New Business**

**1.1 Calendar Changes – Faculty of Business Administration**

The joint degrees program between the Faculty of Business Administration and the School of Music was first introduced in the 2019-2020 academic year as the Joint Degrees of Bachelor of Business Administration and Bachelor of Music (Joint BBA/BMUS). Launched in 2022 (replacing the Joint BBA/BMUS program), the Joint Degrees of Bachelor of Commerce and Bachelor of Music requires students to successfully complete either 154, 157, or 164 credit hours depending on their major (General Music Studies (154 credit hours), Composition (157 credit hours), or Performance (164 credit hours)). All core course requirements for the Bachelor of Commerce (B.Comm.) program are included in the core requirements for the Joint Degrees program. The Joint Degrees program however includes an additional business course, BUSI 3210 (Consumer Behaviour), as a core requirement for all Music majors. It is proposed that BUSI 3210 be removed from the core requirements for the Joint Degrees program to align the Business component of the Joint Degrees program with that of the B.Comm. Ensuring that BUSI 3210 is included in the teaching schedule creates unnecessary administrative burden as the Faculty of Business Administration currently has to ensure that it is offered regularly as it is a core course for the Joint Degrees but not for the B.Comm.

Given that for students in the B.Comm. this is not a core course, the proposed change will not reduce the academic rigour of the business component of the Joint Degrees program. In addition, Joint Degrees students are not required to complete any BUSI electives. They have 48 credit hours of electives in their program, all of which can be non-BUSI electives. As such, it is not necessary to force Joint Degrees students to complete additional BUSI courses beyond the core requirements. This change will reduce the number of credit hours required to complete the Joint Degrees program as follows:

* Joint Degrees of Bachelor of Commerce and Bachelor of Music with a Major in General Musical Studies: 151 credit hours
* Joint Degrees of Bachelor of Commerce and Bachelor of Music with a Major in Composition: 154 credit hours
* Joint Degrees of Bachelor of Commerce and Bachelor of Music with a Major in Performance: 161 credit hours

The Committee for Undergraduate Studies for the School of Music was able to consider this proposal at their May 28th, 2024 meeting, and the Committee unanimously endorsed the removal of BUSI 3210 (Consumer Behaviour) from the core requirements for the Joint Business/Music program.

**MOTION P. Coady/E. Davis**

*RESOLVED* that the Committee approve this proposal.

**CARRIED**

**No edits required**. A special request will be made when this item is sent to Senate is for this item to be included, if approved by Senate, in the 2025-2026 University Calendar.

* 1. **Blanket Waiver – Faculty of Business Administration**

J. Porter outlined the main points of the blanket waiver. The proposal to remove BUSI 3210 from the Joint Business and Music program reduces the overall total number of credit hours required for the degree by 3 credit hours. The Undergraduate Studies Committee for the Faculty of Business Administration (like all faculty/school undergraduate studies committees) is able to waive requirements as long as the total number of credits required for the degree does not decrease. If a waiver results in a decrease, this requires the approval of SCUGS.

**MOTION P. Coady/J. Porter**

*RESOLVED* that the Committee approve a blanket waiver of the BUSI 3210 requirement for students in the Joint B.Comm./BMus program and Joint BBA/BMus program.

**CARRIED**

* 1. **Appeal of Decision to Deny Request for Cancellation of Fall 2024 Registration**

J. Porter assumed the Chair for this item. J. Porter provided a summary of the information for this appeal. Student is looking to be withdrawn from the Fall 2024 semester. The request was denied by Dr. S. Sullivan, Senior Faculty Advisor for the Faculty of Science given that the student wrote the final exams in the courses. The package of information includes an email from the student’s mother (with permission from the student) which highlights “administrative” challenges experienced by the student during the Fall 2024 semester. Challenges include the student number assigned, access to @mun.ca, access to Brightspace materials, deregistration from courses due to completion of lab safety courses, communication issues between various units and instructors. J. Porter followed up with front line staff in the enrolment services area of the Office of the Registrar, the IT Help Desk, the admissions unit as well as the help desk in CITL. Responses provided support some of the statements mentioned in the summary email provided by the mother, however, it is not entirely clear that the challenges are to the extent claimed by the student. All this information was provided to the student for feedback, but no additional information was received.

**MOTION P. Coady/S. Harding**

*RESOLVED* that the Committee grant the student’s appeal and be permitted to drop (DR) the Fall 2024 courses. The student would retain the completion of the INTG and SC 1807 and 1808 courses as they were successfully completed and do not carry any credit hours.

**CARRIED**

The letter to the student should include language that the student should now be aware of the processes and procedures, especially those related to dropping courses. It is unlikely that the challenges highlighted by the student would be sufficient extenuating circumstances to permit a future request to drop courses.

**1.4 Updates from Senate and the Office of the Registrar**

S. Sullivan indicates that all calendar changes that have gone through SCUGS over the past few months were approved by Senate. S. Sullivan thanked everyone for their work on all proposals.

There was also some discussion at Senate on the Spring 2025 exam period changes as result of the 2025 Canada Games.

**1.12 Standing Item – Academic Misconduct**

J. Porter raised two points:

* The Subcommittee on Generative AI met after some time and has begun working on draft language for more high-level guidelines on the use of generative AI and its impact on academic integrity. A draft of those guidelines will come to SCUGS and the Senate Committee on Teaching and Learning in the upcoming month or so.
* A communications plan is being developed by the communications personnel with the RO and the University Library.

**Other Business**

K. Simonsen asked about the language used to describe timelines associated with a “late drop” versus a “retroactive drop”. More specifically, the regulations indicate two weeks, but it is unclear as to what this means. It may be clearer to reference “the last day to add courses” instead of “two weeks”. J. Porter will work on a Calendar change and bring it back to the Committee for review.

**ADJOURNMENT**

The meeting adjourned at 2:45 p.m.