

## MEMORANDUM

**TO:** Karen Roche, University Secretary

**FROM:** Todd Randall, Chair, Senate Budget Committee

**RE:** Report of the Senate Budget Committee for the June 18<sup>th</sup>, 2013 Senate Meeting

**DATE:** June 11<sup>th</sup>, 2013

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The Senate Budget Committee met twice (May 31<sup>st</sup> and June 5<sup>th</sup>) since its last report to Senate. The Committee considered those Calendar changes that had met the deadline for inclusion in the 2013-14 Calendar, which had not been evaluated by SBC and other Senate committees in advance of the May Senate meeting.

Some key questions (of the respective units) are raised during SBC's evaluations of these kinds of proposed Calendar changes including: 1) the prospective enrollment in the new course / new program; and 2) the need for additional resources (e.g, teaching staff, materials, library, etc) to offer the new course. This report presents a summary of the status of items recommended for approval or tabled by the SBC. Questions concerning items in this report can be directed to the SBC Chair via email ([randall@lakeheadu.ca](mailto:randall@lakeheadu.ca)) or telephone (ext. 8381).

In addition, SBC had not previously reported on fifteen (15) items that were recommended for Senate approval at our meeting on Feb 15<sup>th</sup>, 2013. This was a clerical error on my part (as Chair) as our SBC meeting was on the same day as Senate that month, and I simply failed to include these recommendations in the March Senate report from SBC. They are included here (as Items 5a&b, 6a to 6m), although they have been previously included on the March Senate agenda under approved Calendar changes.

### Items pertaining to the February 17<sup>th</sup>, 2012 Senate Meeting

#### 1. Faculty of Business Administration

##### **(a) Honours Bachelor of Commerce Pre-Law/General Management/Legal Studies Major (undergraduate)**

Senate Budget Committee has tabled this item, as we are awaiting recommendations from both Senate Undergraduate Studies Committee and Senate Academic Committee.

### Items pertaining to the November 23<sup>rd</sup>, 2012 Senate Meeting

#### 2. Faculty of Graduate Studies

The following three items (1a, b and c), originating from the Faculty of Graduate Studies, were referred to Senate Committees (SAC and SBC) from the November 23, 2012 Senate meeting.

The Masters Regulations and Doctoral Regulations documents provided to Senate Budget Committee as of May 14<sup>th</sup>, 2013 both contain the material included in the third item (Revisions re: Admissions, English Language (2013-2014)). Thus, in essence SBC was asked to review and make recommendations on just two Calendar change proposals, as the third was contained in each of them. These versions evaluated at SBC were verified by the Dean of Graduate Studies.

**(a) Masters Regulations (2013-2014) (graduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as it presents no budgetary implications.

**(b) Doctoral Regulations (2013-2014) (graduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as it presents no budgetary implications.

**(c) Revisions re: Admissions, English Language (2013-2014) (graduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as it presents no budgetary implications. The University Secretariat should take note that the final language pertaining to this proposed change is included within the versions of the two previous changes items 1(a) and 1(b) “Masters Regulations” and “Doctoral Regulations” (versions current to: May 14, 2013).

### **3. Faculty of Health and Behavioural Sciences**

**(a) Revisions to Kinesiology Regulations Section (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as it presents no budgetary implications.

### **4. Faculty of Education**

**(a) Add Regulation for EDUC 4499 – Professional Year (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in enforcing the changed regulation as proposed.

**(b) Amend Education Academic Regulation (f) (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in enforcing the changed regulation as proposed.

**(c) Amend Education Academic Regulation (c) (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in enforcing the changed regulation as proposed.

**(d) Delete Education Academic Regulation (e) (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in enforcing the changed regulation as proposed.

Items pertaining to the January 18<sup>th</sup>, 2013 Senate Meeting

**5. Faculty of Health and Behavioural Sciences**

**(a) Psychology 2012-HBS-098 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer this new course entitled “Neuropsychology Dysfunctions”.

**(b) Psychology 2012-HBS-100 (graduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer this new course entitled “Comprehensive preliminary examinations”.

**6. Faculty of Science and Environmental Studies**

**(a) Title & Description Change for GEOG 3671 2012-SCI-163 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(b) Anthropology 3671 changes 2012-SCI-164 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(c) GEOL 2318 Requirement First Aid Course 2012-SCI-165 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(d) GEOL 4161 First Aid Certificate Requirement 2012-SCI-166 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(e) GEOG 3313 Cross Listed with ENST3313 2012-SCI-167 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer this cross-listed course.

**(f) MATH 3050 Prerequisites 2012-SCI-168 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(g) Updating BSc (Math & Physics Majors) 2012-SCI-169 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised program as proposed.

**(h) Updating MATH 3333 Prerequisite 2012-SCI-170 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(i) Removal of Restrictive Note for GEOG 3253 2012-SCI-300 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(j) Standardizing BABEd & BScBEEd MATH Programs 2012-SCI-388 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised programs as proposed.

**(k) Add Tutorial to PHYS1070 2013-SCI-457 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(l) Update PHYS3371 2013-SCI-458 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(m) Updating PHYS4412 2013-SCI-459 (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised course.

**(n) PhD in Chemistry and Material Science Regulations (graduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in enforcing the changed regulation as proposed.

## 7. Faculty of Engineering

**(a) Changes to Graduate Regulations (Graduate) (graduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in enforcing the changed regulation as proposed.

## 8. Faculty of Social Sciences & Humanities

**(a) WOME 2355 was 2012-SOC-140 (2013-SOC-1001) (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as the proposed change is a course deletion.

**(b) WOME 2336 was 2012-SOC-141 (2013-SOC-1000) (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as the proposed change is a course deletion.

**(c) WOME 4101 was 2012-SOC-134 (2013-SOC-1002) (undergraduate)**

The Senate Budget Committee recommends that Senate approve this calendar change, as the proposed change is a course deletion.

Items pertaining to the February 15<sup>th</sup>, 2013 Senate Meeting

**9. Department of Interdisciplinary Studies (Orillia)**

**(a) HBASc Regulations – housekeeping changes (undergraduate)**

The SBC recommended approval of this item, conditional on the SBC Chair verifying the proposed wording indicated in parts 2 and 3 of the proposed Calendar change with the University Registrar and the Chair of Interdisciplinary Studies (at Orillia). These parts 2 and 3 refer to proposed changes to Academic regulations 6(a) and 6c), referring to the HBASc Criminology Major and HBASc Media Studies Major programs, respectively.

Our recommendation is to insert two words “the” and “program” (see bolded text below) so as to clarify the amount of courses taken as Criminology and Media Studies credit. For example, in the Criminology program, students take a 10 FCEs towards their major, but only 5 FCEs are calendared as Criminology courses while the other 5 FCEs are from criminology-themed courses offered by cognate disciplines. Thus, by indicating that 10 FCEs are taken in Criminology (as proposed) is misleading and does have a budgetary impact.

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in enforcing the changed regulations with the proviso that the wording of the two regulations be changed to that as indicated immediately following (**bolded and highlighted portions** are required additions). In addition, the Committee noted that these regulations are redundant to the Calendar, as there is adequate description of the program requirements elsewhere. It is suggested that these regulations (and similar ones for other Orillia programs) be simplified in the future.

(re: Part 2 of the proposed Calendar entry) “6 (a) Students in the HBASc Criminology Major are required to satisfactorily complete 20 FCEs, including 10 FCEs requirements in **the** Criminology **program** and 2 FCEs of Inquiry (INTD 1010, 1030, 4010, and 4032). A total of 8 FCEs (see Regulations 9 and 10) of elective courses may be chosen ...”

(re: Part 3 of the proposed Calendar entry) “6 (c) Students in the HBASc Media Studies Major are required to satisfactorily complete 20 FCEs, including 11 FCEs requirements in **the** Media Studies **program** and 2 FCEs of Inquiry (INTD 1010, 1030, and INQU 4020 or 4240 or 4260). A total of 9 FCEs (see Regulations 9 and 10) of elective courses may be chosen ...”

**(b) HBASc Environmental Sustainability – course replacement (undergraduate)**

Senate Budget Committee queried the Department, as we would typically, when a new course is proposed, especially when it is replacing another similar course in the Calendar (ie. BIOL 4710). An adequate rationale was presented to the Committee for the new course,

the Chair of Biology had signed off on the proposal, and no additional resources were requested by the unit in order to offer this course. The proposed course, as was originally proposed, included a note about a miscellaneous fee to be charged to students to cover any costs for travel and analytical materials in the laboratory component. This note concerning the miscellaneous fee was stricken from the proposal in mid-April. However, not including a statement to this effect in the Calendar entry for the course does create a financial implication for the unit in covering these costs.

As Chair of SBC, I sought clarification with the Departmental Chair (T. Kaiser) about this fee. In response, he indicated that there had been a recent change concerning these kinds of lab fees and that their Department would be moving ahead with charging lab fees in this and similar courses. Thus the note, as originally proposed for the Calendar entry should remain.

The Senate Budget Committee recommends that Senate approve the calendar change entitled "HBASc in Env. Sust. - Course Replacement", on the condition that the note "An additional fee (see Miscellaneous Fees) is required for this course" be included within the course description, as there were no budgetary resources requested by the unit to offer the proposed course. The fee is estimated at approximately \$15 per student and is part of a wider policy of implementing lab and field trip fees at the Orillia campus programs which have not been done to this point.

## 10. Faculty of Health and Behavioural Sciences

### (a) BScN Admission Requirements (2014-2015) (*undergraduate*)

The proposed change adds a 12U math requirement for Nursing applicants, making students in the program more likely to succeed. The Committee felt the proposed change would not result in any significant reduction of applicants to the program. The Senate Budget Committee recommends that Senate approve this calendar change, as there were no obvious financial implications of the proposed change to admission requirements.

### Items pertaining to the April 25<sup>th</sup>, 2013 Senate Meeting

## 11. Faculty of Social Sciences and Humanities

### (a) Graduate Course Changes (History) (2012-SOC-158) (*graduate*)

The proposed changes were presented to SBC by the Chair of History (M. Beaulieu) as revisions to the overall structure of the History graduate program, largely as a response to feedback from students. Michel indicated that the proposed changes were budget neutral – adequate faculty resources in place to offer the program – and that he anticipated these changes would improve student progress through the program. Historically, there had been challenges when students took leaves in the previous version of the program.

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit offer the revised program as proposed. It was noted by SBC that on the "Decision Academic Tracking Report" (page 1) – part of the new Curriculum Navigator system – that items 1 to 6 of this proposed change are actually "Minor Changes to Degree Requirements" and not "New

Versions of a Degree". Some revision of the CN coding choices is recommended to reflect the difference between minor and major changes to a program.

## 12. Faculty of Engineering

### (a) ENG Program Request (2013-ENG-467) (graduate)

The Senate Budget Committee recommends that Senate approve this calendar change, as there were no additional resources requested by the academic unit in updating graduate program offerings as proposed.

Respectfully submitted,



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Dr Todd Randall,  
Chair, Senate Budget Committee