

**UNIVERSITY COUNCIL
ACADEMIC PROGRAMS COMMITTEE
REQUEST FOR DECISION**

PRESENTED BY: Len Proctor, Chair, Academic Programs Committee of Council

DATE OF MEETING: March 15, 2012

SUBJECT: **Edwards School of Business: revision to admission requirements and related program changes for the Aboriginal Business Administration Certificate**

DECISION REQUESTED:

It is recommended:

That Council approve revision to admission requirements and related program changes for the Aboriginal Business Administration Certificate, effective September 2012

PURPOSE:

Under the University of Saskatchewan Act 1995, decisions regarding admission qualifications and enrolment quotas for university programs are to be approved by Council and confirmed by Senate. This motion will be presented to the Spring, 2012 meeting of University Senate for confirmation.

SUMMARY:

The Aboriginal Business Administration Certificate was approved three years ago as a 48-credit-unit two-year Certificate of Proficiency. On completion, students can transfer to the Bachelor of Commerce degree program.

This proposal recommends the revision of admission requirements for the Aboriginal Business Administration Certificate to allow Aboriginal students with more than 9 credit units of university-level courses to be eligible for admission. At present, qualified and interested students have been turned away from the certificate program because they had already completed more than 9 credit units of university courses. The revised entrance requirements will permit students to enter from high school, as transfer students, or as mature students. Several changes in program offerings and requirements are also being made to accommodate these students.

Program director Brooke Klassen discussed the admission change and program changes with the Academic Programs Committee at its February 29 meeting. The Committee agreed that approval of these changes should be recommended to Council.

ATTACHMENTS:

Request from Edwards School of Business..



MEMORANDUM

TO: Cathie Fornssler, Secretary to the Academic Programs Committee of Council

FROM: Alison Renny, Associate Dean Undergraduate Programs
Edwards Undergraduate Curriculum Committee

DATE: January 26, 2012

RE: Proposed Curriculum Changes

The faculty at the Edwards School of Business Are requesting approval from the Academic Programs Committee of Council for the following curriculum changes:

1. Aboriginal Business Certificate Program (ABAC) admission and program changes (attached)
2. New course proposal: COMM 398.3, Special Topics: Financial Statement Analysis (new course proposal attached)
Other Considerations/Implications:
Add to the Accounting functional area for Management Major.
Note: Students may receive credit for all of COMM 321, 323 and COMM 398.
3. New course proposal: COMM 398.3, Special Topics: International Business Topics (new course proposal attached)
4. Minor Prerequisite Changes: Add "Permission of the department required." to:
COMM 343.3, COMM 489.3, COMM 371.3, COMM 393.3, COMM 395.3, COMM 465.3,
COMM 471.3, COMM 491.3, COMM 493.3, COMM 495.3

The above changes have been approved by the Edwards Undergraduate Curriculum Committee on January 9, 2012 and by the Edwards faculty on January 25, 2012.

Contact Person: A. E. Renny, Associate Dean, 966-4785, renny@edwards.usask.ca

Regards,

Alison Renny

Aboriginal Certificate Program (ABAC): Changes to Program and Admissions Standards

The Undergraduate Program Office is asking Edwards faculty to approve changes to changes to the ABAC program of study and to ABAC admission standards. The ABAC program is a certificate of proficiency.

Changes to the admission standard are being proposed for two reasons. The first is to make it easier to admit students of First Nations, Metis or Inuit ancestry to the program. The second is to more closely align ABAC admission standards with University admission standards. Changes to admission standards have necessitated a corresponding change the ABAC program.

Many aboriginal students who have an interest in pursuing business studies have been ineligible for admission under the current admission standards. The Associate Dean, Undergraduate, the Rawlco Director and the Undergraduate Program Advisors have met a number of times to determine a solution to this problem. Our desire is to reach out to aboriginal students and provide a more flexible admission hurdle. Our proposed changes to the admission standards necessitate a corresponding change to the ABAC program to ensure student success and to allow students to use ABAC as a pathway program to the B. Comm. Degree.

Approved Admission Standards to ABAC (2011):	Proposed Admission Standards to ABAC (Starting 2012):
Direct Entry Admission Applications must meet the following criteria: <ul style="list-style-type: none"> ○ First Nations, Metis or Inuit ancestry ○ Complete Grade 12 standing preferably with evidence of successful completion of MATH B30 and MATH C30 ○ Minimum university entrance average (currently 70% for Arts & Science) ○ No more than 9 transferable credit units of post-secondary education 	Direct Entry Admission Applicants must meet the following criteria: <ul style="list-style-type: none"> ○ First Nations, Metis or Inuit ancestry ○ Complete Grade 12 ○ Students must have a minimum of Math A30 (Foundations of Math 20 or Pre-Calculus 20) however, evidence of the successful completion of MATH B30 and completion of MATH C30 (Foundations of Mathematics 30) is highly recommended ○ Minimum university entrance average (70%)
Special Targeted Admission Students who do not meet the criteria for Regular Admission may be considered for Special Targeted Admission. For Special Targeted Admission, students must be at least 19 years of age and have completed no more than 18 credit units of post-secondary education. However, Edwards will only consider those students who have no more than 9 credit units of post-secondary education that are transferable to the ABAC program . Admission to the ABAC Program under the Special Targeted Admission category will be determined by the Edwards Undergraduate & Certificate Programs Office.	Transfer Admission Applicants must meet the following criteria: <ul style="list-style-type: none"> ○ First Nations, Metis or Inuit ancestry ○ Complete Grade 12 standing with evidence of the successful completion of MATH B30. Completion of MATH C30 (Foundations of Mathematics 30) is highly recommended ○ Have attempted 18 or more credit units of transferable post-secondary level studies ○ Minimum university transfer average (60%) ○ Transfer credit will not be rewarded for any cohort classes in the program. Mature Admission Applicants must meet the following criteria:

<p>For Special Targeted Admission, applicants must meet the following criteria:</p> <ul style="list-style-type: none"> ○ First Nations, Metis or Inuit ancestry ○ Complete Grade 12 standing with evidence of successful completion of MATH A30 <p>Special targeted Admission applicants must include:</p> <ul style="list-style-type: none"> ○ A U of S application form ○ Proof of age ○ An official high school transcript ○ A written submission demonstrating capacity to undertake university-level studies and a commitment to educational goals ○ Personal profile indicating the applicant's interest in business and applicable experience ○ Students may be required to attend an interview at the request of Edwards 	<ul style="list-style-type: none"> ○ First Nations, Metis or Inuit ancestry ○ Twenty one years of age by the first day of classes ○ Canadian citizen or a landed immigrant ○ Entering the first year of study. Applicants who have completed 18 credit units or more of university-level credits are not eligible to apply for Mature Admission <p>Applicants must submit the following information:</p> <ul style="list-style-type: none"> ○ An application for admission form ○ Proof of age (e.g. photocopy of birth certificate or driver's license) ○ A written request for Mature Admission. The written submission should demonstrate capacity to undertake university-level studies and a commitment to educational goals. The request must include the college to which admission is sought (Edwards School of Business); why this area of study has been chosen and a summary of work and personal experience since leaving school ○ A current resume ○ Copies of supporting documents covering any non-credit programs completed (e.g. Business College, job-related courses, Adult Basic Education, General Equivalency Diploma) should be included with the written submission. <p>Submission of any official transcripts for Grade 12 subjects or courses completed at a recognized post-secondary institution.</p>
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Current Approved ABAC Program Plan 2011:

Term 1 (Sept-Dec)		Term 2 (Jan-April)	
c	COMM 119.3		3cu of Social Sciences or Humanities
i	ECON 111.3	i	ECON 114.3
i	One of ENG 111, 112, 113, 114.3	c	COMM 105.3
c	COMM 101.3	c	COMM 100.3

Term 3 (Spring/Summer)
Math Prep OR Equivalent of Math B30 & C30
OR COMM 280.0 (Business Coop)
OR Independent work placement, school, etc

Term 4 (Sept-Dec)		Term 5 (Jan-April)	
c	MATH 104.3	c	MATH 110.3
i	COMM 204.3	i	COMM 104.3
c	COMM 201.3	c	COMM 203.3
i	COMM 211.3	i	COMM 347.3 (or COMM 342 or 345)
c	½ COMM 120.0	c	½ COMM 120.0

Legend: i = integrated class c = cohort class

There have been some changes/adjustments to the program plan this year due to B. Comm. curriculum change and course offerings.

COMM 119.3

Previously ABAC students were required to complete COMM 109.0 and COMM 110.0. However, COMM 109 and 110 have been replaced by COMM 119 at the undergraduate level and we decided to start new ABAC students in COMM 119.3 to more closely align ABAC with the B. Comm. Program. The inclusion of COMM 119.3 necessitated the removal of 3 credit units of social sciences/humanities.

We also decided to remove COMM 115.0 this year as we felt COMM 119.3 provides the same information/tools for students.

MATH 110.3

Previously Math 110.3 had an offering that extended across both terms; however, it was not available this year and adjustments needed to be made. We decided that to help ensure the success of Math 110.3 (now in a shorter work time) we would have students complete Math 104.3 in Term 1 of their 2nd year of study. These changes caused an extra three credits in their 2nd year. We removed COMM 306.3, as we considered the other courses in Term 2 to be necessary for a complete business program experience.

Proposed ABAC Program Plan 2012:

	Term 1 (Sept-Dec)		Term 2 (Jan-April)
c	COMM 119.3		3cu of Social Sciences or Humanities
i	ECON 111.3	i	ECON 114.3
i	One of ENG 111, 112, 113, 114.3	c	COMM 105.3
c	COMM 101.3	c	COMM 100.3
c	COMM 115.0 Business I (Math Skills, English Writing Skills, Group Work)		
	12 credit units		12 credit units

No Spring/Summer Courses

	Term 3 (Sept-Dec)		Term 4 (Jan-April)
c	MATH 104.3 or MATH 102.3	c	COMM 104.3
c	COMM 204.3	c	COMM 203.3
c	COMM 201.3	c	COMM 211.3
i	3 cu of Social Sciences or Humanities	i	Sr. COMM Elective.3*
c	COMM 120.0 Business II		
	12 credit units		12 credit units

Legend: i = integrated class c = cohort class

In Year Two, students in good standing will be allowed to take five classes per term with advisor approval.

* A Senior COMM elective will be chosen in conjunction with an academic advisor

COMM 115.0:

COMM 115.0 was approved as a part of the original ABAC curriculum. We recommend that COMM 115.0 be redesigned to provide assistance to ABAC students to get math tutoring, go on business visits and have the opportunity to attend workshops put on by our staff. COMM 115 provides an additional opportunity to incorporate the best practices of a learning community.

MATH 102.3

This class is currently only offered at St. Peter's College. However, the intention is to have MATH 102.3 available in Saskatoon in 2012-2013. It is intended for students who do not have appropriate prerequisites from high school. Professor Raj Srinivasan, Department Head of Mathematics and Statistics, indicates that MATH 102 could be used to satisfy high school math requirements for admission purposes to the B.Comm program. Students would have the option to complete MATH 102 or MATH 104, depending on their level of math

MATH 104.3

MATH 104 is a calculus course that unfolds at a slower pace than MATH 110.3. This class (with a grade of at least 65% and along with MATH B30) currently can be used to satisfy high school math requirements for admission to the B.Comm. program.

Social Sciences or Humanities (Term 3)

Students will not be required to complete two math classes. The space opened in the program allows for an additional social science or humanity elective.

Senior COMM Elective (Term 4)

Originally this class was COMM 347.3 (or COMM 342.3 or 345.3). We are recommending that students be allowed freedom of choice for this COMM elective. This change offers students the opportunity to customize their certificate more closely to their areas of interest.