
UEC MEMORANDUM

UEC Chair: Samantha Pattridge
Phone: 4177

UEC Assistant: Amanda Grimson
Phone: 4571

TO: Undergraduate Education Committee Representatives
FROM: Amanda Grimson, UEC Assistant
DATE: October 24, 2011
RE: NOTICE OF UEC MEETING

An Undergraduate Education Committee (UEC)

meeting is scheduled for:

Friday, October 28, 2011

10 am-Noon, Room A225 (Abbotsford campus)

[Agenda package attached]

UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

Friday, October 28, 2011
10 am – 12 pm, Room A225
Abbotsford Campus

AGENDA

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#### 1. APPROVAL OF THE AGENDA

#### 2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: September 30, 2011

Exhibit #2.1

#### 3. COURSE OUTLINES

The following courses are ready for publication following UEC approval. Official course outlines are available online at <http://www.ufv.ca/calendar/courseoutlines/uec/>.

##### 3.1. Adult Education

New course: ADED 340, Program Planning and Evaluation

##### 3.2. Criminology and Criminal Justice

New course: CRIM 435, Innovations in Canadian Public Safety

Changes including credits: CRIM 320

##### 3.3. Mathematics

Course review with changes: MATH 205

##### 3.4. Social, Cultural, and Media Studies

New course: MACS 350, Critical Studies in Digital Media in Canada

New course: SOC 352, Public Policy Analysis

New course: SOC 353, Program Evaluation

New course: SOC 430, Knowledge, Power, Science, and Society

Course review with changes: ANTH 102

Course review with changes including title and prerequisites: MACS 240

Course review with changes including prerequisites: MACS 490

Course review with changes: SOC 101, 210

Changes including title, prerequisites, and new cross-listing: SOC 250 (cross-listed as GDS 250)

### 3.5. Physics

Change to prerequisites: ASTR 104

Change to prerequisites: PHYS 083, 093, 101, 105

Changes including course number and prerequisites: PHYS 175 (formerly PHYS 275)

### 3.6. Visual Arts

Change to course number: VA 223 (formerly VA 123)

Change to course number: VA 224 (formerly VA 124)

Change to course number: VA 231 (formerly VA 131)

Change to course number: VA 232 (formerly VA 132)

Change to course number: VA 252 (formerly VA 152)

Change to course number: VA 283 (formerly VA 183)

Change to course number: VA 284 (formerly VA 184)

Changes including title, prerequisites, hours, and course number: VA 271 (formerly VA 171)

Changes including title, prerequisites, hours, and course number: VA 272 (formerly VA 172)

Change to prerequisites: VA 321, 331, 351, 383

## 4. PROGRAMS

### 4.1. Adult Education

*F. McQuarrie* Exhibit #4.1

New program: Adult Education and Workplace Training certificate

### 4.2. Biology

*S. Gillies* Exhibit #4.2

Change to program: Biology major, major concentrations, and minor

### 4.3. Mathematics

*G. Schlitt* Exhibit #4.3

Change to program: Mathematics major

### 4.4. Social, Cultural, and Media Studies

*S. Piper* Exhibit #4.4

Reinstatement of program: Anthropology extended minor

Reinstatement of program: Sociology extended minor

### 4.5. Physics

*N. Taylor* Exhibit #4.5

Change to program: Physics Honours

Change to program: Physics major

### 4.6. Visual Arts

*T. Anzai* Exhibit #4.6

Change to program: Visual Arts major

Change to program: Visual Arts diploma

Change to program: Bachelor of Fine Arts

### 4.7. Trades

*R. Arnold* Exhibit #4.7

Change to program: Plumbing and Piping certificate

Change to program: Joinery certificate

**4.8. Criminology and Criminal Justice**

*I. Cohen*

Exhibit #4.8

Change to program: Bachelor of Arts (Criminal Justice)

New program: Criminal Justice Honours

New course: CRIM 490, Honours Thesis Development

New course: CRIM 491, Honours Project

**5. OTHER BUSINESS/DISCUSSION ITEMS**

**5.1. UEC membership composition**

Exhibit #5.1

**5.2. UEC Terms of Reference**

Exhibit #5.2

**5.3. Honours Framework**

Exhibit #5.3

**5.4. Official course outline form: Subcommittee**

**5.5. Pre-UEC training and rotation**

**5.6. Transfer credit policy**

*E. Harris*

Exhibit #5.6

**6. INFORMATION**

**6.1. Communications**

Discontinued courses: CMNS 099, 165

**6.2. Mathematics**

Discontinued course: MATH 170

**6.3. Notice of future agenda items**

**6.3.1.** Review of UFV's approach to cross-listed courses

**7. ADJOURNMENT**

## UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

Friday, September 30, 2011  
10 am – 12 pm, Room A225  
Abbotsford Campus

### DRAFT MINUTES

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Present: M. Bos-Chan, A. Bradley, S. Brigden, W. Burton, J. Carroll, C. Forster, S. Hardman, E. Harris, R. Khalideen, R. McLeod, S. Pattridge, E. Spalding, O. Steyn, D. Thomson, S. McMath, B. Whittaker

Absent: D. Alary, A. Arndt, D. Freschi, K. Isaac, S. Stegmuller, S. Potter

Guests: T. Anzai, H. Compeau, K. Cooper

Recorder: A. Grimson

1. APPROVAL OF THE AGENDA

MOTION:

E. Spalding/D. Thomson

To approve the agenda with the following amendment:

- Addition of 5.2, changes resulting from elimination of provincial exams

CARRIED

2. APPROVAL OF UPAC AND UEC MINUTES

2.1. UEC draft minutes: August 26, 2011

MOTION:

S. Brigden/A. Bradley

To approve the UEC draft minutes as amended:

- Reference to in-camera minutes will be changed to clarify that they only contain details of special admission requests and decisions.

CARRIED

2.2. UEC in-camera draft minutes: August 26, 2011

MOTION:

D. Thomson/E. Spalding

To approve the UEC draft minutes as amended:

CARRIED

3. COURSE OUTLINES

3.1. Dental Hygiene

Course review with changes: DHYG 260

3.2. Indigenous Peoples Knowledge

New course: IPK 092, Academic Learning and Indigenous Cultures

This course was originally approved at the August 28, 2011 UEC meeting, but the prerequisites have been amended on the advice of the Aboriginal Community Council.

3.3. Upgrading and University Preparation

Course review with changes including prerequisites: MATH 084, 085

3.4. Visual Arts

New course: AH 215, Contemporary Canadian Art

New course: VA 280, Digital Photography II

MOTION:

S. Brigden/E. Spalding

To approve the course outlines for DHYG 260, IPK 092, AH 215, and VA 280 as presented.

CARRIED

MOTION:

S. Brigden/C. Forster

To approve the course outlines for MATH 084 and 085 as amended:

- **MATH 084 prerequisites:** One of the following: MATH 072 or MATH 076; Foundations of Mathematics and Pre-calculus 10 with at least a C; Principles of Mathematics 11, Applications of Mathematics 11, Foundations of Mathematics 11, or Pre-calculus 11 with at least a C-; or UUP department permission (assessment may be required).
- **MATH 085 prerequisites:** One of the following: MATH 084; Foundations of Mathematics and Pre-calculus 10 with at least a B; Principles of Mathematics 11, Applications of Mathematics 11, Foundations of Mathematics 11, or Pre-calculus 11 with at least a C; Foundations of Mathematics 12 or Pre-Calculus 12 with at least a C-; or UUP department permission (assessment may be required).

CARRIED

4. OTHER BUSINESS/DISCUSSION ITEMS

4.1. Science

Change to program: Bachelor of Science

Entrance requirements are being updated to reflect the new high school mathematics classes.

MOTION:

S. Brigden/E. Spalding

To approve the change to the mathematics entrance requirements for the Bachelor of Science as presented.

CARRIED

RECOMMENDED TO SENATE

Changes to program: Associate of Science

MOTION:

S. McMath/E. Spalding

To approve the change to the MATH courses listed as acceptable science courses in the Associate of Science as presented.

CARRIED

MOTION:

S. Brigden/J. Carroll

To approve the inclusion of Physical Geography courses as acceptable science courses in the Associate of Science as presented.

CARRIED

4.2. Undergraduate Course and Program Approval Policy

Discussion of draft policy

S. Brigden noted that this policy is still in an initial draft stage, and will be going to Faculty Councils shortly for feedback. Other committees, such as the Academic Planning and Priorities Committee (APPC), have also discussed and commented on this draft version. Once Faculty Councils have provided feedback (ideally by the end of October), UEC will be asked to approve a final version of the policy and recommend it to Senate.

Although the current policy encompasses both undergraduate and graduate-level programming, these will now be dealt with under two separate, parallel policies. The Graduate Studies Committee (GSC) will review the graduate policy for recommendation to Senate.

APPC has recommended that the draft policy's "course budget checklist" be replaced with a memo template that includes a budget statement.

Other suggestions for change:

- Definitions: additional definitions for major and minor course and program changes (including examples) are currently given in the Procedures/Guidelines section; these should be moved into the definitions section.
- Definition of Undergraduate Courses: this should perhaps specify that the definition is "for the purposes of this policy".
 - Also discussed was the line between undergraduate and graduate courses, which is set at 600. 500-level courses for a post-degree program, for example, are arguably not quite either undergraduate or graduate.
- Acronyms should be eliminated.
- Re-write the first step for new courses: replace "begins with the department Curriculum Working Group (CWG) in consultation with the Dean" with "begins with the relevant department(s) in consultation with the dean."
- Replace "approved by the Faculty Council Curriculum Committee(s) (FCCC) and/or the Faculty Council(s) (FC)" with "approved by the Faculty Council(s)". Faculty Councils may delegate approval to a Faculty Council Curriculum Committee if they wish.
- Major/minor course changes: any change to pre/co-requisites and any change to course level should perhaps be considered major changes.
- Time period for Campus-Wide Consultation: the draft policy suggests one week for course proposals, but there were concerns that this may not allow enough time to review all proposals. There were also concerns that specifying too long a time period might unnecessarily delay the process.

4.3. UEC Terms of Reference

The committee suggested a number of changes to the terms of reference. A revised document will be prepared for the next meeting, as follows:

- Specify that UEC is responsible for "curricular matters" related to undergraduate education, rather than "all matters".

- Remove point 4 (residency requirements), as this is included in point 3 (criteria for awarding credentials).
- Remove point 5 (student withdrawal) and add "withdrawal" to point 2.
- Revise points 7 and 9, and remove point 8 (all related to the approval process).
- Remove point 11 (budget).
- Revise point 13 (annual report to Senate).
- Remove point 14 (academic schedule)

4.4. UEC Membership composition

Suggestions from the August 26 meeting were reviewed and discussed, and it was also suggested that non-voting positions should perhaps either be eliminated or turned into voting positions. UEC members were encouraged to send any additional suggestions to A. Grimson, and a draft of proposed changes will be brought to the next meeting.

4.5. Review of official course outline form

4.6. Review of UFV's approach to cross-listed courses

4.7. Special Admissions subcommittee

Joanna Hawkins has agreed to sit on the Special Admissions subcommittee as an academic advisor, and Maria Bos-Chan and Sheryl McMath volunteered to participate as UEC faculty members.

MOTION:

D. Thomson/J. Carroll

To approve the membership of the Special Admissions subcommittee as follows:

- Elaine Harris, Associate Registrar
- Maria Bos-Chan, UEC faculty member
- Sheryl McMath, UEC faculty member
- Joanna Hawkins, Academic Advisor

CARRIED

5. INFORMATION

5.1. Notice of future agenda items

5.1.1. Review of UEC policies

5.2. Provincial exams

Due to the recent elimination of optional provincial exams, entrance requirements for the Bachelor of Arts, Associate of Arts. Bachelor of Arts (Criminal Justice), and Bachelor of Business Administration will need to be updated. Details of this change were distributed.

6. ADJOURNMENT

The meeting was adjourned at 12:06 pm.

Adult Education and Workplace Training Certificate (AEWTC)

Proposal by: Bachelor of Arts in Adult Education program

Type of credential: undergraduate certificate, Type B

Please note that this is a revised version of the proposal for a Certificate in Adult Teaching and Learning that was circulated to pre-UPAC in March 2011. This proposal replaces the earlier proposal.

Rationale

The Adult Education degree program has been in place at UFV since 1990. Because of ongoing challenges of maintaining enrolments, the program is currently undergoing a review and restructuring. It has become apparent during the review process that many potential students, within and outside UFV, would find it difficult to complete an entire degree in adult education. However, it has also become apparent that many of these students would be interested in and able to complete a shorter credential, such as a certificate or diploma. This proposal for an Adult Education and Workplace Training Certificate (AEWTC) is intended to create a credential that would serve the needs of this group.

The courses in the AEWTC program are all existing courses within the ADED program. They have been chosen so that students will be introduced to the principles of adult education, the characteristics of adult learners, and the process of planning and administering adult education programs. The courses in the AEWTC program are all credit courses in the BA ADED degree, so that students completing the AEWTC can continue their studies in adult education while receiving credit toward the degree from their previous coursework.

This proposal has been developed and approved by the BA in Adult Education curriculum committee and by the ADED Restructuring Committee (Dr. Rosetta Khalideen, Dean of Professional Studies; Dr. Fiona McQuarrie, Interim Associate Dean, Faculty of Professional Studies; Cheryl Isaac, Director, Continuing Studies; Les Stagg, Department Head, Early Childhood Education/Child and Youth Care; Mandy Klepic, Educational Advisor, General Studies Program; Susan Brown, PLAR Coordinator, Assessment Services; Dr. Ian Hunt, Program Head, BA in Adult Education; Dr. Nym Hughes, Sessional Instructor, BA in Adult Education; David Tickner, School of Instructor Education, Vancouver Community College).

Importance to the University

The AEWTC will expand the range of offerings in the Adult Education program and thus will make the program more accessible to those potential students who are unable to undertake a degree program. Additionally, because adult learning takes place in a wide variety of environments, the AEWTC will facilitate connections between the University and employers, community groups, and other organizations seeking training for potential adult educators, or seeking a credential for their members already engaged in adult education.

The AEWTC could be taken in addition to other degree, diploma, or certificate programs at UFV. The AEWTC courses could be used for elective credit in those programs that accept Adult Education courses as electives.

Similar Programs at Other Post-Secondary Institutions

The Vancouver Community College School of Instructor Education offers a diploma in adult education. However, its diploma consists of eight courses. The AEWTC would serve students who are interested in a shorter program (four courses) and would also serve students in the Fraser Valley who are unable to attend classes in Vancouver.

Program Requirements

The AEWTC consists of four courses worth three credits each, for a total of 12 credits.

ADED 320 (Adult Learning)

ADED 330f (Special Topics in Adult Education: Workplace and Organizational Learning)

ADED 330n (Special Topics in Adult Education: Assessing Adult Learning)

ADED 340 (Program Planning and Evaluation)

At present, the prerequisite for ADED 340 is “Any two of ADED 310, ADED 320, or ADED 360”. ADED 310 and ADED 360 are not part of the AEWTC program requirements, so as they stand these prerequisites could pose a barrier to students’ timely completion of the AEWTC. Therefore, along with this program proposal, a revision to the prerequisites for ADED 340 is also being proposed. The proposed revision to the prerequisites is “ADED 320 strongly recommended”.

The Adult Education faculty members plan to regularize the two Special Topics courses that are part of the AEWTC program.

Program Delivery

As currently offered, these courses are offered face-to-face and on-line.

Admission

Admission requirements will be admission to the University of the Fraser Valley.

Residency Requirement

At least three of the four required courses must be taken at UFV.

Graduation Requirements

A cumulative GPA of 2.0 in all courses applicable to the certificate is required for graduation.

Faculty

The faculty teaching the certificate courses are those currently teaching the same courses in the ADED degree program.

Program Resources

No new resources are required. This certificate consists of existing courses, offered no more often than at present. The graduation check-off will be done by the Adult Education department.

Implementation

Subject to UFV approvals, the certificate will be offered starting in January 2012. It may be applied for retroactively. The certificate program will be housed in the Adult Education department.

Adult Education and Workplace Training Certificate

The four-course (12-credit) Adult Education and Workplace Training Certificate (AEWTC) is a program designed for students that wish to gain a credential in Adult Education other than a four-year degree. The courses in the AEWTC program introduce students to the principles of adult education, the characteristics of adult learners, and the process of planning and administering adult education programs. The courses in the program are all credit courses in the Bachelor of Arts (Adult Education) degree; students who have completed the AEWTC and wish to continue their studies in adult education will receive credit toward the BA (ADED) degree from the AEWTC coursework. The AEWTC program may also be taken by students enrolled in other programs at UFV.

Entrance Requirements

New students must meet the admission requirements of the University of the Fraser Valley. Students already enrolled at the University of the Fraser Valley are required only to meet the course pre-requisites.

Fees and additional costs

See the *Fees and Other Costs* section. Other than the \$25 graduation fee, there are no additional fees for the certificate.

Program Requirements

Students are required to have a minimum GPA of 2.0 in the four courses to be eligible for the certificate.

Residency

Three of the four courses in the certificate must be taken at UFV (a 75% residency requirement).

Program Outline

Certificate requirement: 12 credits

Course	Title	Credits
ADED 320	Adult Learning	3
ADED 330f	Special Topics in Adult Education: Workplace and Organizational Learning	3
ADED 330n	Special Topics in Adult Education: Assessing Adult Learning	3
ADED 340	Program Planning and Evaluation	3

MEMORANDUM

TO: UPAC

FROM: Sharon Gillies

DATE: March 8, 2011

SUBJECT: Change to Biology major, major concentrations, and minor

The Biology Department requests approval of the attached revisions to the Biology concentrations. These changes were discussed at our department meeting, October 1/10 and February 25/11.

IMPLEMENTATION:
January 2012

RATIONALE:

Biology major

- removal of PSYC 110 to be consistent with our honours program

Biology major concentrations

- BIO 280 (Human Physiology) this new course has been added to our pre-medicine concentration
- BIO 326 (Environmental Microbiology) this new course has been added to our cellular and molecular genetics concentration

Biology minor

- removal of PSYC 110 to be consistent with our honours program

Calendar copy: Biology major

This section specifies the biology major discipline requirements only. Please refer to the [Bachelor of Science](#) section for information on additional requirements.

Lower-level requirements

Course	Title	Credits
BIO 111	Introductory Biology I	5
BIO 112	Introductory Biology II	5
BIO 201	Cell Biology I	4
BIO 202	Cell Biology II	4
BIO 210	Introductory Ecology	4
BIO 220	Introductory Genetics	4
CHEM 111	Principles of Chemistry I (previously offered)	
or CHEM 113	Principles of Chemistry I	4-5
CHEM 112	Principles of Chemistry II (previously offered)	
or CHEM 114	Principles of Chemistry II	4-5
PHYS 105	Non-Calculus Physics	
or (PHYS 111 Mechanics		
and PHYS 112)	Electricity and Magnetism	4-10
MATH 111	Calculus I	4
MATH 112	Calculus II	4
CHEM 213	Organic Chemistry I	4
CHEM	CHEM course numbered 200 or above	4

Plus one course selected from the following:

MATH 104	Introductory Statistics	4
MATH 106	Statistics I	4
MATH 270	Introduction to Probability and Statistics (see Note)	4
PSYC 110	Statistical Analysis in Psychology	3

Students who completed PSYC 110 prior to September 2011 can include this course as a lower-level requirement.

Note: MATH 270 is strongly recommended for students considering Biology Honours.

Upper-level requirements

Course	Title	Credits
BIO 312	Developmental Biology	3
BIO 320	Biochemistry	3
BIO 401	Molecular Biology I	3
BIO 416	Evolution	3
Electives	Upper-level university courses in any discipline	14
Plus:		
BIO courses numbered 300 and above. (Included in these 18 upper-level credits must be at least eight credits chosen from four-credit BIO courses with labs.)		18

Upper-level courses at other institutions may be counted as upper-level Biology transfer credit. See '[Courses at other institutions](#)' for details.

Concentrations

The following concentrations are available in the Biology major:

- Pre-Medicine
- Pre-Veterinary
- Cellular and Molecular Genetics
- Ecology
- Biology of Organisms

See [this section](#) for concentration requirements.

Preparation for teaching

Students who intend to prepare for public school teaching should complete the Biology major with six credits of English (3 credits of Composition and 3 credits of Literature) and at least one other teachable minor is recommended. Students should see a science advisor or an educational advisor in Student Services for the composition of teachable minors.

Course listings

For complete details on courses see the [course descriptions](#) section.

[Return to main Biology page](#)

Calendar copy: Biology major concentrations

Students who wish to specialize in a sub-discipline of biology or prepare for professional studies as part of their Biology major may choose to complete a concentration in Pre-Medicine, Pre-Veterinary, Cellular and Molecular Genetics, Ecology, or Biology of Organisms.

Students may declare their intention to complete a concentration any time after first year.

The Biology major may be combined as a concentration with a minor in another discipline (e.g., Cellular and Molecular Genetics concentration with a Chemistry minor) or students may wish to complete a double concentration (e.g., Pre-Medicine with Cellular and Molecular Genetics).

Students are strongly advised to consult the Science Advice Centre for information on course sequencing prior to starting a concentration.

Pre-medicine concentration

The pre-medicine concentration does not guarantee admission into a medical school program. It requires more course work than most medical school programs require. However, the Biology Department advises that the courses in this concentration will better prepare students for both writing the Medical College Admissions Test (MCAT) and pursuing a career in medicine. Students interested in this concentration should consult with a science advisor in the Science Advice Centre for program planning.

The pre-medicine concentration requires completion of the following courses as part of a Biology major or Biology honours program:

- CHEM 214
- MATH 106 or MATH 270 (see Note)
- ENGL 105 and one of ENGL 120–170
- BIO 203, 325
- PHYS 105, or PHYS 111 & 112
- PSYC 101
- And any three of: BIO [280](#), 350, KPE 215, 270, 370 OR PSYC 102

Note: MATH 270 is strongly recommended for students considering Biology Honours.

Cellular and Molecular Genetics concentration

In addition to the courses required for a Biology major or Biology Honours, this concentration requires completion of the following:

Depth requirements

4 courses (14–16 credits) from:

- BIO 308
- BIO 325
- [BIO 326](#)
- BIO 350
- BIO 402

- BIO 403
- BIO 406
- BIO 407
- BIO 414
- BIO 415
- BIO 420x (appropriate topic)
- BIO 408 or 409 (appropriate topic)
- CHEM 350

Breadth requirements

One course from Ecology:

- BIO 310
- BIO 330
- BIO 340
- BIO 390
- BIO 410
- BIO 420c
- BIO 420x (appropriate topic)
- BIO 421c
- BIO 421d
- BIO 421e
- BIO 430
- GEOG 417

One course from Organisms:

- BIO 301
- BIO 303
- BIO 304
- BIO 305
- BIO 306
- BIO 307
- BIO 360
- BIO 385
- BIO 420b
- BIO 420e
- BIO 420x (appropriate topic)
- BIO 470

MEMORANDUM

TO: Science Faculty Curriculum Committee

FROM: Greg Schlitt, Department Head Mathematics & Statistics

DATE: October 24, 2011

SUBJECT: Calendar Change

The following change was approved at the Pre-UPAC level in June of 2010. The Mathematics and Statistics Department requests approval for the following change to the calendar:

Page 173 of the 2011-2012 calendar under:

Mathematics major
(for Bachelor of Science degree students)

Upper-level requirements: 30 credits

30 upper-level credits of mathematics courses labeled above MATH 302, which must include MATH 340. At least nine of these upper-level credits must be 400-level (excluding Directed Studies or Job Practicum). Students may use PHYS 381 as part of the thirty upper-level credits; however, PHYS 381 cannot be used to satisfy requirements of a math program as well as requirements of a physics program.

Proposed Change: The Mathematics and Statistics Department do not wish to exclude “Directed Studies or Job Practicum” therefore we would like to have the bracketed portion of the paragraph removed.

Rationale: Courses we offer as directed studies at the 4th year level are either regular 4th year courses or from among Math 480 (Selected topics in Mathematics), Math 481 (Seminar in Mathematics) or Math 488 (Selected Topics in Statistics). All have sufficient merit to be receive 4th year credit towards degree requirements.

The revised paragraph would read:

30 upper-level credits of mathematics courses labeled above MATH 302, which must include MATH 340. At least nine of these upper-level credits must be 400-level. Students may use PHYS 381 as part of the thirty upper-level credits; however, PHYS 381 cannot be used to satisfy requirements of a math program as well as requirements of a physics program.

MEMO



To: UPAC (Undergraduate Education Committee) / AFC / AFCC / Senate
From: Stephen Piper, SCMS Department Head
CC: Jacqueline Nolte, Dean of Arts
Date: 19/10/2011
Re: Reinstatement of the Anthropology Extended Minor

At the SCMS retreat on 31 August 2011, faculty voted to request the reinstatement of the Anthropology Extended Minor degree. This degree was last included in the UFV Calendar in 1998-99. It was discontinued in order to streamline SCMS degree offerings at a time when it was believed that the extended minor degrees were going to be discontinued across the university. This did not occur.

Completion of a Bachelor of Arts degree with two Extended Minors remains an option for UFV students. Discontinuing this degree in Anthropology reduced the combinations available to UFV students without any counterbalancing benefit. Reinstating the extended minor in Anthropology will permit students selecting this option to take their second extended minor in one of these two popular disciplines at an insignificant cost to the institution.

The cost of reinstatement should be almost nothing since the extended minor is a subset of the courses required for the Sociology-Anthropology major.

To comply as nearly as possible with the DQAB requirements (see attached email) we are requesting reinstatement of this degree in the same form as they were last offered. Subsequently we would like to request very minor changes to reflect the changes to the major that have occurred since 1998-99 (see attachment).

Thank you for considering this request.

ANTHROPOLOGY

1998/99 ANTH Extended Minor

Lower-Level Requirements

At least 18 credits, as follows:

- Anthropology 102
- Anthropology elective
- Anthropology 255
- Mathematics 104 or Mathematics 106
- Sociology 101
- Sociology 210

Upper-Level Requirements

- At least 16 credits in upper-level Anthropology courses

Updated ANTH Extended Minor

Lower-Level Requirements

At least 18 credits, as follows:

- Anthropology 102
- Anthropology elective
- Anthropology 255
- Mathematics 104 or Mathematics 106
- Sociology 101
- Sociology elective

Upper-Level Requirements

- At least 16 credits in upper-level Anthropology course

The change of SOC 210 to SOC elective would make the extended minor match the ANTH Minor and the SOC/ANTH Major

ANTHROPOLOGY

Anthropology minor

Lower-level requirements: nine credits

Nine lower-level credits, as follows:

- ANTH 102
- Any other lower-level Anthropology course
- Any lower-level Anthropology or Sociology course or SOC 255/ANTH 255/MACS 255

Upper-level requirements: 16 credits

- Sixteen credits in upper-level Anthropology courses

ANTH Extended Minor

Lower-Level Requirements

At least 18 credits, as follows:

- ANTH 102
- ANTH elective
- SOC/ANTH/MACS 255
- MATH 104 or MATH 106
- SOC 101
- SOC elective

Upper-Level Requirements

- 16 credits in upper-level Anthropology course

Sociology/Anthropology major

Lower-level requirements: 19 credits

- SOC 101
- ANTH 102
- SOC or ANTH elective
- SCMS elective (ANTH, LAS, MACS, SOC or WMST)
- SOC/ANTH/MACS 255
- MATH 104 or MATH 106

Upper-level requirements: 32 credits

32 credits of 300- and 400-level sociology and anthropology as follows:

- SOC/ANTH/MACS 355 or SOC/ANTH/MACS 356
- SOC 350 or ANTH 301
- 12 additional credits in Anthropology
- 12 additional credits in Sociology

3. Reasoning Requirement:

At least three credits from:

- Computing Science 150 or 160
- Criminology 220
- Economics 201 or 202
- Mathematics 094/095 (both courses) to Mathematics 116
- Philosophy 100
- Political Science 200
- Psychology 201 or 202.

4. Laboratory Science Requirements:

At least four credits from:

- Biology 100-level or higher
- Chemistry 100-level or higher
- Geography 101 or 102
- Kinesiology/Physical Education 163 or 190
- Physics 100-level or higher.

5. Group A Requirement:

At least six credits from:

- Art History 101 or higher
- English 105 or higher
- Film
- Fine Arts
- French 100 or higher
- German 101 or higher
- Latin American Studies 100/201
- Religious studies
- Russian 101 or higher
- Spanish 101 or higher
- Theatre 101 or higher.

6. Group B Requirement:

At least six credits from:

- Anthropology 101 or higher
- Criminology 101 or higher
- Economics 102 or higher
- Geography 111 or higher
- History 101 or higher
- Latin American Studies 110/200
- MACS 110 or higher
- Philosophy 100-level or higher
- Political Science 100-level or higher
- Psychology 100-level or higher
- Sociology 101 or higher.

7. University-level elective credit(s), to bring total credits to 60.

Note 1: Students should choose their electives according to the degree they may be pursuing.

Theatre Arts diploma

Requirements are listed under Theatre on page 113 in the Disciplines section.

ARTS DISCIPLINES

Anthropology

Anthropology invites you to learn more about other ways of life, and its study gives you a framework for looking critically at your own. A look at life in a Pygmy band or a Pueblo village helps bring life in our cities into focus. Looking in depth at the challenges facing indigenous and Third World Peoples can help you become a better world citizen. Cultural anthropology investigates the lore and logic of other cultures.

Anthropology means not only looking out at other cultures, but looking back at our origins and what it means to be human. What needs, urges and patterns have been built into us as? How and why did we change from being scavengers to hunter-gatherers to farmers to "city-zens"? Can we create a global village or are we driving to a world-long strip mall interrupted by occasional theme parks and game reserves? Physical anthropologists and archaeologists join cultural anthropologists in answering these questions.

UCFV offers an extended minor and minor in anthropology as part of its Bachelor of Arts program, and anthropology courses make up part of the UCFV sociology major.

Anthropology Extended Minor Requirements

Lower-Level Requirements

At least 18 credits, as follows:

- Anthropology 102
- Anthropology elective
- Anthropology 255
- Mathematics 104 or Mathematics 106
- Sociology 101
- Sociology 210.

Upper-Level Requirements

- At least 16 credits in upper-level Anthropology courses.

Anthropology Minor Requirements

Lower-Level Requirements

At least nine lower-level credits, as follows:

- Anthropology 102
- any other lower-level Anthropology course
- any lower-level Anthropology or Sociology course.

Upper-Level Requirements

- At least 16 credits in upper-level Anthropology courses.

Full-time Faculty

Douglas R. Hudson, BA (Hons) (UVic), MA (McMaster), PhD (Alberta)
Kevin Busswood, BA (Hons) (UBC)
Stephen Piper, BA (Sask), MA (Queen's)
Colin Ridgewell, BSc (Hons) (Southampton), MA (SFU)
David Wyatt, BA (Washington), MA, PhD (Brown)

MEMO



To: UPAC (Undergraduate Education Committee) / AFC / AFCC / Senate
From: Stephen Piper, SCMS Department Head
CC: Jacqueline Nolte, Dean of Arts
Date: 19/10/2011
Re: Reinstatement of the Sociology Extended Minor

At the SCMS retreat on 31 August 2011, faculty voted to request the reinstatement of the Sociology Extended Minor degree. This degree was last included in the UFV Calendar in 1998-99. It was discontinued in order to streamline SCMS degree offerings at a time when it was believed that the extended minor degrees were going to be discontinued across the university. This did not occur.

Completion of a Bachelor of Arts degree with two Extended Minors remains an option for UFV students. Discontinuing this degree in Sociology reduced the combinations available to UFV students without any counterbalancing benefit. Reinstating the extended minor in Sociology will permit students selecting this option to take their second extended minor in one of these two popular disciplines at an insignificant cost to the institution.

The cost of reinstatement should be almost nothing since the extended minor is a subset of the courses required for the Sociology major.

To comply as nearly as possible with the DQAB requirements (see attached email) we are requesting reinstatement of this degree in the same form as they were last offered. Subsequently we would like to request very minor changes to reflect the changes to the major that have occurred since 1998-99 (see attachment).

Thank you for considering this request.

SOCIOLOGY

1998/99 SOC Extended Minor

Lower-Level Requirements

At least 18 credits, as follows:

- Sociology 101
- Sociology 210
- Sociology 255
- Sociology elective
- Anthropology 102
- Mathematics 104 or Mathematics 106

Upper-Level Requirements

- At least 16 credits in upper-level Sociology courses

Updated SOC Extended Minor

Lower-Level Requirements

At least 18 credits, as follows:

- Sociology 101
- Sociology 201
- Sociology 255
- Sociology elective
- Mathematics 104 or Mathematics 106

Upper-Level Requirements

- At least 16 credits in upper-level Sociology courses

The changes of SOC 210 to SOC 201 and ANTH 102 to SOC elective would make the extended minor match the SOC Minor and the SOC Major

SOCIOLOGY

Sociology minor

Lower-level requirements: nine credits

Nine lower-level credits, as follows:

- SOC 101
- Three credits of lower-level SOC
- Three credits lower-level Anthropology or Sociology

Upper-level requirements: 16 credits

- Sixteen credits in upper-level Sociology

SOC Extended Minor

Lower-Level Requirements

At least 18 credits, as follows:

- SOC 101
- SOC 201
- SOC 255
- MATH 104 or MATH 106
- SOC elective
- SOC elective

Upper-Level Requirements

- 16 credits in upper-level Anthropology course

Sociology/Anthropology major

Lower-level requirements: 19 credits

- SOC 101
- SOC 201
- SOC/ANTH/MACS 255
- MATH 104 or MATH 106
- SOC elective
- SOC elective

Upper-level requirements: 32 credits

32 credits of 300- and 400-level sociology and anthropology as follows:

- SOC/ANTH/MACS 355
- SOC/ANTH/MACS 356
- SOC 350
- 20 additional credits in Sociology

* MATH 302 can be substituted for Sociology 355.

Note: MATH 302 is a 3-credit course, whereas Sociology 355 is a 4-credit course.

Anthropology

Twelve credits chosen from:

- Anthropology 301
- Anthropology 469
- Anthropology/Sociology 363
- Anthropology/Sociology 387
- Anthropology/Sociology 388
- Anthropology/Sociology 463

Sociology or Anthropology (but not both):

- Sociology 363/Anthropology 363
- Sociology 387/Anthropology 387
- Sociology 388/Anthropology 388
- Sociology 463/Anthropology 463

Sociology Extended Minor Requirements

Lower-Level Requirements

At least 18 credits, as follows:

- Sociology 101
- Sociology 210
- Sociology 255
- Sociology elective
- Anthropology 102
- Mathematics 104 or Mathematics 106.

Upper-Level Requirements

At least 16 credits in upper-level sociology courses.

Sociology Minor Requirements

Lower-Level Requirements

At least nine lower-level credits of anthropology or sociology courses as follows:

- Sociology 101
- three credits lower-level sociology
- three credits lower-level anthropology/sociology

Upper-Level Requirements

At least 16 credits of upper-level sociology courses.

Full-time Faculty

Jean Ballard, BA, MA (Calgary), Department Head
Elizabeth Asner, BA, MA, PhD (Toronto)
Kevin Busswood, BA (Hons) (UBC)
Douglas R. Hudson, BA (UVic), MA (McMaster), PhD (Alberta)
Stephen Piper, BA (Sask), MA (Queen's), PhD candidate
Colin Ridgewell, BSc (Honours) (Southampton), MA (SFU)

Part-time Faculty

Lyn Savage, BA (Manitoba), MA (Regina), CMH, CMHT
Katherine Watson, BA (UVic), MA (McMaster), PhD candidate

Theatre

Founded in 1980, UCFV Theatre champions the university college's mission statement in providing adult learners and the communities of our region with leadership in the delivery of education, training and related services needed to learn, live, and work successfully in a rapidly changing world. Theatre options at UCFV include a two-year diploma, a two-year Associate of Arts degree, a four-year Bachelor of Arts degree (extended minor or minor options), weekend workshops, public lectures, and external study tours. Students can also participate in the co-operative education option. The series of public performances that constitutes our season of theatre serves to both advance students' educational qualifications and skills and enrich the quality of life in communities of the Fraser Valley.

You may want to take Theatre at UCFV for one or several of the following reasons:

- acquire a Bachelor of Arts degree with a theatre extended minor or minor, an Associate of Arts degree, and/or a Theatre Arts diploma
- develop pre-professional skills to be further developed in career-oriented theatre schools
- pick up university transfer credits for other degree programs and/or diplomas
- improve your abilities as a community theatre participant
- prepare for a lifelong enjoyment of the performing arts.

The season of theatre mounted in the department's theatre on the Chilliwack campus is a vital component of the program. Emphasis is placed on producing Canadian plays and classics (mainly Shakespeare).

In addition to the diploma program, the Associate of Arts, the Bachelor of Arts: Theatre extended minor/minor option, and the season of theatre, the Theatre department also sponsors public lectures, trips to professional and university productions, and visits by touring theatre groups. External study tours are organized to the Oregon Shakespeare Festival and are open to all students and community participants.

Theatre Extended Minor Requirements

Lower-Level Requirements

- At least 18 credits
- One of Theatre 199 or Theatre 299
- Two of: Art History 101 to 111, English 130, 230, Film 110, 120, Fine Arts 111 to 184.

Upper-Level Requirements

- 16 credits at the 300- and 400-level, of which 12 hours must be in the Theatre department
- One of English 310, 312, 361, 368, Art History 313, 314, 315.

From: Nicole Egresits
Sent: March 1, 2011 10:30 AM
To: Cheryl Dahl; Eric Spalding
Cc: John Carroll; Jacqueline Nolte; Bill Cooke
Subject: RE: Reinstating the Extended Minors in Anthropology and Sociology

Hi,

Sorry for the delayed response, I've been away.

UPAC approved the termination of these programs but it should be fairly simple to reinstate them. The department should present the program and rationale to UPAC (or Undergrad Education Committee) for recommendation to Senate. (It would be up to Senate to determine if reinstating the programs required Board approval.) Please note that if significant changes are made to a program's major objectives, DQAB may consider it a new program. (See page 14: <http://www.aved.gov.bc.ca/degree-authorization/documents/degree-program-criteria.pdf>) If so, the program(s) would need to be posted for peer-review but, since we have majors in place, it/they would not require an external review/visit.

Nicole

Wording for Calendar Copy on Students Taking Both ANTH and SOC Extended Minors

Students taking more than one SCMS program (Anthropology, Latin American Studies, Media & Communications Studies, and Sociology) may satisfy overlapping requirements with a single course (e.g. SOC/ANTH/MACS 255 is required for more than one SCMS program). However, students must still complete the required number of lower and upper level credits for each major/extended minor/minor by taking additional courses in the specific discipline.

MEMORANDUM

To: Jacqueline Nolte, Dean of Arts

From: Mark Brosinski, Manager, Budgets & Financial Planning

Date: September 14, 2011

Re: Anthropology & Sociology Extended Minors Reinstatement - Budget Impact

After review of the proposal to reinstate the Anthropology Extended Minor and the Sociology Extended Minor, the Budget office found no significant financial implications. The updated course requirements of the Extended Minors appear to reflect similar requirements within the existing Anthropology and Sociology Majors and Minors. Required courses for these programs are currently run on a regular basis and no new funding for sections are required to offer these programs. As Extended Minors currently exist for other areas, it is not expected to significantly impact student advising activity.

No new resources have been requested or identified related to these programs. The reinstatement of the Anthropology and Sociology Extended Minors are not expected to impact budgeted expenses or revenues.

MEMORANDUM

TO: Pre-UPAC

FROM: Norm Taylor, Physics Department Head

DATE: May 7, 2011 (updated 9/26/2011)

SUBJECT: Changes to the description of the Physics Honours requirements

The Physics Department requests approval for the following addition to the description of the Physics Honours program.

Lower-level Requirements:

The lower-level requirements for the Physics Honours degree are the same as the lower-level requirements for the Physics Major, with the addition of:

- One of MATH 152 or MATH 221 (MATH 221 should be taken if the student wishes to add a Math major or minor.)
- MATH 255
- COMP 152 or COMP 150/155

Rationale:

To assist students, it was decided that the previously implicit lower-level requirements of the Physics Honours degree should be made explicit and gathered together. Currently, there are no lower-level requirements listed. This addition to the present Calendar text does not represent any additional ones.

MEMORANDUM

TO: Pre-UPAC

FROM: Norm Taylor, Physics Department Head

DATE: April 17, 2011 (amended October 21, 2011)

SUBJECT: Changes to the Physics Honours requirements

The Physics Department requests approval for the following amendments to the Physics Honours program (changes in red).

Current Computational requirements:

“COMP 152 – Introduction to Structured Programming

or the combination of

COMP 150 – Introduction to Programming **and** COMP 155 – Object-Oriented Programming”

“Six other credits in computer science related courses, e.g. any Computing Science course, PHYS 393, PHYS 484, PHYS 485, PHYS 493, MATH 302 (Analysis of Data), MATH 316 (Numerical Analysis).”

New Computational requirements:

“COMP 152 – Introduction to Structured Programming

or the combination of

COMP 150 – Introduction to Programming **and** COMP 155 – Object-Oriented Programming”

“~~Six~~ **Three** other credits in computer science related courses, e.g. any Computing Science course, PHYS 393, PHYS 484, PHYS 485, PHYS 493, ~~MATH 302 (Analysis of Data)~~, MATH 316 (Numerical Analysis).”

Rationale:

Many of the computational Physics courses that formed an important part of our Honours degree are now offered only intermittently.

Calendar copy: Physics honours

This section specifies the Physics honours requirements only. Please refer to the [Bachelor of Science](#) section for information on additional requirements, as well as the requirements for a [physics major](#).

~~Specific requirements~~

Lower-level requirements

The lower-level requirements for the Physics Honours degree are the same as the lower-level requirements for the Physics Major, with the addition of:

- One of MATH 152 or MATH 221 (MATH 221 should be taken if the student wishes to add a Math major or minor.)
- COMP 152 or COMP 150/155
- MATH 211
- MATH 255

Upper-level requirements

Course	Title
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PHYS 302	Optics
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PHYS 311	Statistical Physics
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PHYS 322	Advanced Electromagnetism
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PHYS 351	Quantum Mechanics
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PHYS 381	Mathematical Physics
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PHYS 451	Advanced Quantum Mechanics
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Any two upper-level Physics labs (PHYS 342, PHYS 372, PHYS 382, PHYS 383, or PHYS 485)

At least one additional Physics course must have at least one third year pre-requisite

~~At least one of MATH 152 or MATH 221~~

~~MATH 211~~ ~~Calculus III~~

~~MATH 255~~ ~~Ordinary Differential Equations~~

MATH 322 Complex Variables

At least one other math course labeled 300 or above (MATH 312 suggested)

~~COMP 152~~ ~~Introduction to Structured Programming~~

~~-or the combination of:~~

~~(COMP 150~~ ~~Introduction to Programming~~

~~and COMP 155)~~ ~~Object-oriented Programming~~

~~Six~~ Three other credits in computer science related courses: e.g., any

Computing Science course, PHYS 393, PHYS 484, PHYS 485, PHYS 493,
| ~~MATH 302 (Analysis of Data)~~, MATH 316 (Numerical Analysis).

Additional requirements:

Students must take at least two courses from any of the following:

- ASTR 103 ASTR 104, CHEM 113, CHEM 114, MATH 125, MATH 270, BIO 111, BIO 112, any two Business courses, any two Economics courses, any two Arts courses.

Note: More courses may be added as new courses are added to the calendar, but may not yet be included on this list. Check with the Physics department if there have been any additions.

- Students should note the pre-requisite requirements for these courses.
- Students should note that by choosing the appropriate options within the Physics honours option, they will also meet all the requirements for a Math minor.

Graduation requirements

- At least 132 credits total
- At least 54 upper-level credits
- At least 45 of the upper-level credits must be from physics or math
- At least 39 of the upper-level credits must be from physics

Academic performance

- The GPA in all courses that the student uses towards the degree must be at least 3.33.
- In addition, the GPA in all Physics courses used towards the degree must be at least 3.33.

Students in the Physics major do not need to apply to the honours option, but they may graduate from the honours program, once all requirements have been met.

Course listings

For complete details on courses see the [course descriptions](#) section.

[Return to main Physics page](#)

TO: Pre-UPAC

FROM: Norm Taylor, Physics Department Head

DATE: May 7, 2011 (updated 9/26/201)

SUBJECT: Changes to the Physics Major requirements

The Physics Department requests approval for the following change to the lower-level requirements of the Physics Major program (changes in red).

Existing Requirements:

Lower-level Requirements:

Course	Title	Cre
<u>dits</u>		
PHYS 111	Mechanics (or PHYS 101 with a B+ or better)	5
PHYS 112	Electricity and Magnetism	5
PHYS 221	Intermediate Mechanics	4
PHYS 222	Intermediate Electricity and Magnetism	3
PHYS 231	Thermodynamics	3
MATH 111	Calculus I	4
MATH 112	Calculus II	4
MATH 211	Calculus III	3

Lower-level Recommended:

Course	Title	Cre
<u>dits</u>		
PHYS 232	Experimental Methods in Physics	2

Other recommended lower-level courses can be found in the Physics Honours section.

Rationale:

These changes arise out of the recent program review. It was recommended that the department have a close look at the timing and content of their 2nd year offerings. Having done so, the department resolved on this as a first step. Other changes are planned.

The Visual Arts program Committee would like to propose changes to the Visual Arts major in the areas of elective and residency requirements. In addition, program changes are being proposed that reflect upcoming changes in numbering to individual VA courses. Please see attachment for proposed calendar copy. The numbering changes and program changes will all be implemented for fall 2012, to provide a smooth and integrated transition in course and program changes.

Rationale:

The VA department and the VAPC has noticed an insufficiency in the level of digital art training provided to students of our degree program. To support students in the development of enhanced digital technical proficiency, we are proposing an added foundation requirement in the area of digital art, to be completed during lower level studies. At present, the Visual Arts major contains 27 credits of elective credits. Our proposal requires that three of these 27 credits would come from a shortlist of courses that would train students in computational and digital proficiency for art production (either VA 160 or VA 180).

Updated required courses reflect concurrent changes being made to lower level course numbering in core studio areas in the Visual Arts department.

An additional requirement to the major will ensure that students take four capstone courses for the VA major in residency, and will restrict the possibility of completing these courses at other institutions or by PLAR. The Senior Studio and Senior Seminar courses (AH 401, VA 402, VA 403, and VA 404) are taken in the fall and winter of the final year of study, and are closely integrated with the BFA graduation exhibition. These courses provide students with an intense concentration of studio instruction and exploration of advanced conceptual theory, which speak directly to the concerns of mounting a professional-quality exhibition. It is important that students fully participate in these four classes in order to receive the intended outcomes of the course of study outlined by the Visual Arts major.

Calendar copy: Visual Arts major

This section specifies the Visual Arts major requirements only. Please refer to the [Bachelor of Fine Arts](#) section for information on additional requirements.

Foundation series: **912** credits

Course	Title	Credits
VA 113	Introduction to Drawing	3
VA 115	Introductory Studio I: Material Processes	3
VA 116	Introductory Studio II: Space, Form, and Time	3
VA 160 <u>Or VA 180</u>	<u>Introductory Studio Digital Elective</u>	<u>3</u>

Studio core: 36 credits

Course	Title	Credits
Studio I through IV of three complete studio disciplines:		36
VA-123223 , 124224 , 321, and 322	Painting/Drawing I, II, III, and IV	
VA-131231 , 132232 , 331, and 332	Sculpture I, II, III, and IV	
VA-151251 , 152252 , 351, and 352	Print Media I, II, III, and IV	
VA-171271 , 172272 , 371, and 372	New Media I, II, III, and IV	
VA-183283 , 184284 , 383, and 384	Photography I, II, III, and IV	

Note: Theatre minor students may substitute THEA 370 for one studio IV course.

Art History core: 20 credits

Course	Title	Credits
AH 102	History of Western Art: 1400 to the Present	3
AH 200	Critical Approaches to Thinking and Writing about Art	
or AH 205	Art Practices and Popular Culture I	3

AH 314	Arts in Context: Modernism	
or AH 315	Arts in Context: Contemporary	4
Plus:		
One additional 100-level Art History course (see Note)		3
One additional 200-level Art History course		3
One additional 300-level Art History course		4

Note: Fashion minor students may substitute FD 193 for the 100-level Art History course.

Senior series: 16 credits

Course	Title	Credits
VA 360	Professional Development and Practices	3
VA 401/AH 401	Senior Seminar I	4
VA 402/AH 402	Senior Studio I	3
VA 403/AH 403	Senior Seminar II	3
VA 404/AH 404	Senior Seminar II	3

Note: Theatre minor students may substitute THEA 370 for either VA 402/AH 402 or VA 404/AH 404.

Electives: ~~27~~24 credits

The elective credits in the Visual Arts major must encompass the following criteria:

- Three credits must be upper-level
- Six credits must be from BFA-related disciplines

Additional requirements for BFA with a Visual Arts major

Additional program requirements will be met in part by fulfilling the requirements noted above. The following must also be included in the 120 credits required for the BFA:

- 60 studio credits, including 30 upper-level credits.
- 33 arts and lab science credits, including 12 upper-level credits (this includes the BFA general requirements in the areas of writing, lab science, and reasoning, as well as 21 credits in Art History).
- At least 15 upper-level credits that count towards the major must be completed at UFV.
- Bachelor of Fine Arts general requirements must be satisfied.
- The following courses must be completed at UFV, and may not be acquired through transfer or PLAR:

- AH/VA 401 Senior Seminar I
- VA 402 Senior Studio I
- AH/VA 403 Senior Seminar II
- VA 404 Senior Studio II

Course listings

For complete details on courses see the [course descriptions](#) section.

The Visual Arts Program Committee would like to propose changes to the Visual Arts diploma program requirements. Attachments outline current and proposed calendar copy, as well as a comparison chart for the two programs. Implementation is requested for Fall 2012.

Rationale:

Recent shifts in Visual Arts programming have necessitated modifications to requirements in the Visual Arts Diploma. The main motivation for these changes is to align the requirements of the diploma more closely with that of the Visual Arts major in the degree program. This will provide a much more consistent and straightforward laddering process for students moving through our programs. It also alleviates departmental complications related to timetabling and scheduling courses for multiple program paths.

Additional reasons to support this shift include:

1. The correction of a current anomaly, wherein the diploma calls for lower level credit requirements across four of the five core studio disciplines, while the degree only requires completion of studies in three studio disciplines.
2. Further to the previous, past diploma students were required to take nine credits of 200-level Art History, but could only apply six to the degree. The program change will require just six credits of 200-level Art History, with the possibility of selecting an additional three credits from the 300 level.
3. The writing requirements are also being modified so as to incorporate the same writing requirement as the degree. Students will now be directed to take ENGL 105 which will provide more direct support for the academic writing assignments found in Art History and Visual Arts courses.
4. We have renumbered the lower level courses of the five core disciplines to the 200-level, and the revised diploma program reflects this numbering change.
5. The current diploma has no room for electives, so students transferring in had significantly less flexibility to adapt previous credits towards a diploma. We have now created a more flexible space for students to choose from a variety of course options, though they are still directed to select courses that would serve compatibly with the BFA degree requirements. For example, the revised diploma will allow students to choose courses up to six credits from other BFA disciplines, making it a better program for laddering into either the VA major or the newly instituted BFA minors and extended minors.

Visual Arts Diploma: Proposed Calendar Copy

Visual Arts Studio Requirements: 30 credits

VA 113	Introduction to Drawing	3 credits
VA 115	Intro Studio I: Material Practices	3 credits
VA 116	Intro Studio II: Space, Form, and Time	3 credits

Choose one of:

VA 160	Introduction to Video Production	3 credits
VA 180	Digital Photography I	3 credits

Choose three of:

VA 223	Painting and Drawing I	3 credits
VA 231	Sculpture I	3 credits
VA 251	Print Media I	3 credits
VA 271	New Media I	3 credits
VA 283	Photography I	3 credits

Choose three of:

VA 224	Painting and Drawing II	3 credits
VA 232	Sculpture II	3 credits
VA 252	Print Media II	3 credits
VA 272	New Media II	3 credits
VA 284	Photography II	3 credits

Art History Requirements: 15 credits

100-level Art History, must include AH 102	6 credits
200-level, must include AH/VA 205	6 credits
Additional credits AH, 100-level or higher	3 credits

Writing Requirement: 3 credits

ENGL 105	Academic Writing	3 credits
----------	------------------	-----------

Elective Requirements: 12 credits

Choose 12 credits from:

Additional Visual Arts credits

Up to 6 credits may be BFA-related electives other than VA, chosen from Art History, Fashion Design, Film Studies, Graphic Design, MACS, or Theatre, any ENGL course designated as Creative Writing, or LAS 100 or 206

3 credits may be any ENGL 100-level or higher or CMNS 155

Total: 60 credits

Visual Arts Diploma Revision

Current Diploma: 60 credits		Proposed Diploma: 60 credits	
Writing Requirement			
3 credits	ENGL 104 or higher, or CMNS 155	3 credits	ENGL 105
Art History Requirements			
15 credits	6 credits 100-level, must include AH 102 9 credits 200-level, must include AH/VA 205	15 credits	6 credits 100-level, must include AH 102 6 credits 200-level, must include AH/VA 205 3 additional credits AH, 100-level or higher
Visual Arts (studio) Requirements			
42 credits	VA 113 VA 115 VA 116 12 credits chosen from studio I courses: VA 123, VA 131, VA 151, VA 171, or VA 183 12 credits chosen from studio II courses: VA 124, VA 132, VA 152, VA 172, or VA 184 9 credits chosen from studio III courses: VA 322, VA 331, VA 351, VA 371, or VA 383	30 credits	VA 113 VA 115 VA 116 One of VA 160 or VA 180 9 credits chosen from studio I courses: VA 223, VA 231, VA 251, VA 271, or VA 283 9 credits chosen from studio II courses: VA 224, VA 232, VA 252, VA 272, or VA 284
Elective Requirements			
0 credits		12 credits	Chosen from: ENGL 100-level or higher or CMNS 155 Additional Visual Arts credits Up to 6 credits may be BFA-related electives other than VA, chosen from Art History Fashion Design, Film Studies, Graphic Design, MACS or Theatre, any ENGL course designated as Creative Writing, or LAS 100 or 206.

Visual Arts Diploma: Current Calendar Copy

Course	Title	Credits
100-level AH		3
VA 113	Introduction to Drawing	3
VA 115	Introductory Studio I: Material Practices	3
VA 116	Introductory Studio II: Space, Form, & Time	3
ENGL 105	Academic Writing	3
Course	Title	Credits
AH 102	History of Western Art: 1400 to the Present	3
Three of:		9
VA 223	Painting/Drawing I	
VA 231	Sculpture I	
VA 251	Print Media I	
VA 271	New Media I	
VA 283	Photography I	

Note: Students should be aware that courses beyond the introductory level normally have prerequisites.

Course	Title	Credits
AH/VA 205	Art Practices and Popular Culture I	3
Three of:		9
VA 224	Painting/Drawing II	
VA 232	Sculpture II	
VA 252	Print Media II	
VA 272	New Media II	
VA 284	Photography II	
Course	Title	Credits
One:	Art History course at the 200- level	3

Note: Students should be aware that courses beyond the first semester normally have prerequisites.

Bachelor of Fine Arts Degree

Proposed Changes to Degree Policies

The BFAPC proposes the following change in BFA degree policy in the area of course repetition, and the addition of wording under residency requirements. Implementation is requested for Fall 2012.

Course repetition

Students may not register for a course more than twice. ~~No more than five course duplications will be permitted.~~ Where a course has been repeated, only the higher grade will be counted in the GPA calculation.

Residency

A student must complete at least 60 credits of the credits required for the BFA at UFV. At least 15 of these credits must be at the upper-level. Transfer credits and credits earned through prior learning assessment, which includes course challenge, do not meet this requirement. Students should consult the calendar section for their major of choice, as there may be additional residency requirements for specific courses of study.

Rationale:

We would like to remove the stipulation that no more than five course repetitions will be permitted in the BFA degree. Degree policy around standing required for continuance and academic warning is sufficient to support the academic rigour required for the degree program. Some students require multiple attempts on multiple courses to complete degree requirements, and we would prefer not to impede their graduation, providing their CGPA is adequate.

Calendar change in the area of residency is the addition of wording to support new policy being added to the Visual Arts major. This wording is simply intended as clarification to help direct students to pertinent information that may be of help in planning to meet the requirements of a major.

11 October 2011

Harv,

Program changes for UEC consideration for the **Joinery Program** and the **Plumbing & Piping Program**:

The attached submissions for the above noted programs have gone through Pre-UEC consultation and have been approved by our Trades & Technology Curriculum Committee and by our Trades & Technology Faculty Council. There were no concerns brought forward at either level.

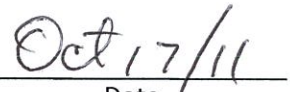
Dean's approval is now required so that this submission can proceed to UEC.

For your consideration and approval.

Respectfully,


Rolf


Approved Harv McCullough,
Dean, Faculty of Trades & Technology


Date

11 October 2011

Rationale for Changes to the Entry Level Plumbing Certificate Program

Effective: Immediately

The Trades Department would like to make changes to the course titles for the Plumbing & Piping Program to more accurately reflect the actual program activities.

At this time, since we are making the change through UEC, we would also like to proceed with recent recommendations received from Pre-UEC that "Trades consider assigning credits for their courses, and also to number courses according to the course numbering policy"

<http://www.ufv.ca/Assets/Secretariat/Policies/58.pdf>.

The policy says:

Less than 100 Pre-undergraduate courses

100 – 199 Undergraduate courses at the first year (lower) level, used by post-secondary programs – certificates, first year of a diploma, associate degree or bachelor's degree

After consultation with the Plumbing & Piping Instructor, Rodney Smith and review of the ITA Plumbing & Piping course outline, we calculated the credit value for each line and renamed it as well according to Pre-UEC's previous recommendation. The formula we used was 25hrs (1 week) = 1 credit. This 34 week program breaks down to equal 34 credits.

However, while individual courses will be given credit values, students will continue to be accepted only into the program.

Please see attached a revised spreadsheet that outlines what the current course titles are, the proposed changes to titles and the assigned credit value.

The changes required involve the course titles within the program only and do not affect the course content. Changes to the UFV calendar are not required but we would like UEC's approval to have the titles on our Completion Reports in Banner changed to reflect the new terminology.

We appreciate the opportunity to consult with Pre-UEC and look forward to your comments.

Thank you for your consideration.



Rolf Arnold
Director, Trades & Technology

PLUMBING & PIPING - Effective: September 1, 2011

PLUMBING & PIPING PROGRAM (OLD)	Will be covered in the	PLUMBING & PIPING PROGRAM (NEW)	Credits
LINE A: Use Safe Work Practices	PLU 100	PLU 100: Safety & WHMIS	2
LINE B: Use Tools & Equipment	PLU 101, 104 & 105	PLU 101: Tools & Materials	8
LINE C: Organize Work	PLU 102 & 103	PLU 102: Math & Science	6
LINE D: Prepare and Assemble Plumbing Components	PLU 106	PLU 103: Blueprint Reading & Drawing	5
		PLU 104: Rigging & Welding	1
		PLU 105: Survey	2
		PLU 106: DWV, Water & Fixtures	10
Total Credits			34

11 October 2011

Rationale for Changes to the Entry Level Joinery Certificate Program

Effective: September 1, 2011

The changes requested are required to bring our program in line with recently changed Industry Training Authority provincial standards. The changes involve the course titles within the program and do not affect the overall course content.

Changes to the UFV calendar are not required.

At this time, since we are making the change through UEC, we would also like to proceed with recent recommendations received from Pre-UEC that "Trades consider assigning credits for their courses, and also to number courses according to the course numbering policy"

<http://www.ufv.ca/Assets/Secretariat/Policies/58.pdf>.

The policy says:

Less than 100 Pre-undergraduate courses

100 – 199 Undergraduate courses at the first year (lower) level, used by post-secondary programs – certificates, first year of a diploma, associate degree or bachelor's degree

After consultation with the Joinery Instructor, Mark Ryan and review of the ITA Joinery course outline, we calculated the credit value for each line and renamed it as well according to Pre-UEC's previous recommendation. The formula we used was 25hrs (1 week) = 1 credit. This 34 week program breaks down to a total of 34 credits.

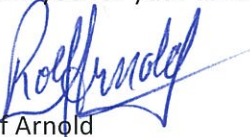
However, while individual courses will be assigned credit values, students will continue to be accepted only into the program.

Please see the attached spreadsheet that outlines what the current course titles are, the proposed changes to titles and the corresponding assigned credit value.

The changes required involve the course titles within the program only and do not affect the course content. Changes to the UFV calendar are not required but we would like UEC's approval to have the titles on our Completion Reports in Banner changed to reflect the new terminology.

We appreciate the opportunity to consult with Pre-UEC and look forward to your comments.

Thank you for your consideration.



Rolf Arnold
Director, Trades & Technology

ENTRY LEVEL JOINERY PROGRAM			
ELTT Joinery - (OLD)	Will be covered in the new:	ELTT Joinery - (NEW)	Credits
CC A: Use Safe Work Habits	Use Safe Work Practices	JNY 100 - Use Safe Work Practices	1
CC B: Solving Mathematical Problems	Solve Math	JNY 101 - Use Organizational Skills	5
CC D: Sketch and Read Drawings	Use Organizational Skills	JNY 102 - Select Materials	4.5
CC F: Use Hand Tools	Use Hand Tools	JNY 103 - Use Hand Tools	4
CC G: Use Power Tools	Use Portable Power Tools	JNY 104 - Use Portable Power Tools	4
CC H: Move Loads	Use Safe Work Practices	JNY 105 - Use Woodworking Machines	7
CC K: Assembling Basic Electrical Circuits	Not covered	JNY 106 - Assemble Products	3
CC L: Use Fasteners and Fittings	Select Materials	JNY 201 - Construct Specialty Items	1
CC M: Use Materials	Select Materials	JNY 107 - Apply a Finish	1
OC CJ A: Describe Safe Work Practices	Use Safe Work Practices	Final Exam	
OC CJ B: Read & Interpret CJ Drawings	Use Organizational Skills	JNY 108 - Solve Math	0.5
OC CJ C: Describe the Joinery Trade	Not covered	CMNS 115 - Technical Communications for Trades	3
OC CJ D: Use Joinery Hand Tools	Use Hand Tools	Total	34
OC CJ E: Use Joinery Power Tools	Use Portable Power Tools		
OC CJ F: Use Joinery Shop Equipment	Use Woodworking Machines		
OC CJ G: Construct Common Woodworking Joints	Use Hand Tools, Use Power Tools and Use Woodworking		
OC CJ H: Use Material Systems	Select Materials		
OC CJ I: Apply Frame Construction Methods	Not covered		
OC CJ J: Construct a Simple Cabinet	Use Hand Tools, Use Power Tools and Use Woodworking		
OC CJ K: Use Specialty Tools	Use Portable Power Tools		

ENTRY LEVEL JOINERY PROGRAM			
ELTT Joinery - (OLD)	Will be covered in the new	ELTT Joinery - (NEW)	Credits
JOIN A: Identify Materials	Select Materials		
JOIN B: Construct Joints	Use Hand Tools, Use Power Tools and Use Woodworking Machines and Construct Specialty Items		
JOIN C: Use Joinery Shop Equipment	Use Woodworking Machines		
JOIN D: Identify Cabinet Designs & Hardware	Select Materials		
JOIN E: Apply Layout Techniques	Use Organizational Skills		
JOIN F: Machine Cabinet Details	Use Woodworking Machines		
JOIN G: Assemble Cabinets	Assemble Products		
JOIN H: Install Cabinet Hardware	Assemble Products		
JOIN I: Apply a Finish	Apply a Finish		
JOIN J: Cut and Install Glass	Not Covered		
JOIN K: Apply Plastic Laminates	Assemble Products		
JOIN L: Describe Methods of Installing Cabinets	Not Covered		
JOIN M: Describe Methods of Installing Wall Panelling	Not Covered		
JOIN N: Final Exam	No Change		

MEMO



To: Pre-UEC, AFCC
From: School of Criminology and Criminal Justice
Date: 21/10/2011
Re: School of Criminology and Criminal Justice Program – Calendar Copy Revisions

- 1) The School of Criminology and Criminal Justice Program Committee has recommended revisions to the program requirements in the calendar to require students to complete a criminal record check upon acceptance to the Bachelor of Arts (Criminal Justice) program. Practicum regulations were also added to the calendar.

Rationale: At a recent meeting of field placement supervisors, the School of Criminology and Criminal Justice Career Development Coordinator was made aware of new regulations provided by the Ministry of Public Safety and Solicitor General requiring practicum students to complete a criminal record check. The practicum regulations were added to the calendar to ensure students have clarity regarding the practicum expectations required for the diploma and degree.

- 2) Additional wording to the Criminology and Criminal Justice 400-level electives was made to include a bank of new elective courses (CRIM 440 to CRIM 449).

Rationale: This change was made to coincide with the submission of new 400-level elective courses.

Calendar copy: Bachelor of Arts (Criminal Justice) degree

Program requirements

Upon acceptance to the Bachelor of Arts (Criminal Justice) program students will be required to complete a criminal record check.

In accordance with the B.C. Government's Criminal Record Review Act, the University of the Fraser Valley requires all School of Criminology and Criminal Justice students to complete a criminal record check through the Ministry of Public Safety and Solicitor General. For clarification and more details, please visit the Ministry of Public Safety and Solicitor General website.

To maintain their status as a program student, individuals with more than 15 credits must maintain a cumulative grade point average (CGPA) of at least 2.0. Further, to maintain status as a degree program student, individuals registering for upper-level criminology/criminal justice courses must possess a CGPA of at least 2.5.

Practicum regulations

Acceptance into the BA (Criminal Justice) degree program does not guarantee practicum placement. The ability to pass a criminal record check is a prerequisite for placements.

The Career Development Coordinator will work collaboratively with each student to identify practicum sites that respond to individual learning interests and that provide criminal justice learning opportunities.

Practicums are offered throughout the region of the Fraser Valley and Metro Vancouver, although other placement sites may be considered. Students are responsible for transportation to and from practicum sites. Students are responsible for maintaining suitable personal appearance.

Students must complete CRIM 281 for the diploma, and CRIM 281 and CRIM 480 for the degree. Students must complete 200 hours of practicum work in each of CRIM 281 and CRIM 480.

The BA (Criminal Justice) degree program must approve any agency or institution that provides placements for student practicums, and reserves the right to change any placement assigned to a student. The student has the right to be informed in writing of the reasons for any change in placement. While the program accepts the responsibility to provide a sufficient number of practicum opportunities to serve the needs of all registered students, a student may be required to withdraw from a practicum course if none of the available practicum agencies will accept that particular student.

Program Outline

Current		
LOWER-LEVEL REQUIREMENTS		
Semester I		
CRIM 100	Introduction to Criminology	3
CRIM 103	Introduction to Criminal Justice	3
CRIM 129	Academic and Professional Development	3
PSYC 101	Introduction to Psychology I	3
SOC 101	Introductory Sociology	3
Semester II		
CRIM 104	Sociological Explanations of Criminal and Deviant Behaviour	3
CRIM 105	Psychological Explanation of Criminal and Deviant Behaviour	3
Elective	General any 100/200-level non-criminology course	3
Elective	CRIM	
CMNS 125	Introduction to Workplace Communication	
or CMNS 155	Introduction to Workplace and Academic Communication	
or ENGL 105	The Reading and Writing of Prose	3
Semester III		
CRIM 240	Comparative Criminal Justice Systems	3
CRIM 265	Problem Management Skills for Criminal Justice	3
Elective	CRIM	3
Elective	Arts (UFV) 200-level or higher (non-criminology)	3
CMNS 251	Professional Report Writing	
or ENGL 120 – 170 or higher		3
Semester IV		
CRIM 220	Research Methods in Criminology	3
CRIM 230	Criminal Law	3
CRIM 281	Field Work Practicum	6
POSC 110	Canadian Politics	3
Total		60
Students wanting a Criminal Justice diploma must also complete CRIM 201, and one of CRIM 202 or CRIM 203. CRIM 201 and CRIM 202 cannot be taken concurrently.		
UPPER-LEVEL REQUIREMENTS		
Note: Students must have a minimum program GPA of 2.0 or higher to continue into upper level		
Semester V		
CRIM 310	Advanced Theoretical Perspectives	3
CRIM 330	Criminal Procedure and Evidence	3
MATH 104	Introductory Statistics	4
Elective Arts:	Any one of art history, history, languages, visual arts, film, philosophy 100 or higher, theatre, or ENGL 120-170	3
Elective Science:	Any biology, chemistry, physics, 100-level or higher, or GEOG 101 or 102	4
Semester VI		
CRIM 311	Multiculturalism, Conflict, and Social Justice	3
CRIM 320	Research Techniques	5
CRIM 335	Human Rights and Civil Liberties	3
Elective	Any 300/400 non-criminology course	3
Elective	Any 300/400 non-criminology course	3
Semester VII		
CRIM 420	Research Project Seminar	6
Elective	One of CRIM 410 – 419	3
BUS 203	Organizational Behaviour	3

Proposed		
LOWER-LEVEL REQUIREMENTS		
Semester I		
CRIM 100	Introduction to Criminology	3
CRIM 103	Introduction to Criminal Justice	3
CRIM 129	Academic and Professional Development	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introductory Sociology	3
Semester II		
CRIM 104	Sociological Explanations of Criminal and Deviant Behaviour	3
CRIM 105	Psychological Explanations of Criminal and Deviant Behaviour	3
Elective	General any 100/200-level non-criminology course	3
Elective	CRIM	3
CMNS 125	Introduction to Workplace Communication	
or CMNS 155	Introduction to Workplace and Academic Communication	
or ENGL 105	The Reading and Writing of Prose	3
Semester III		
CRIM 240	Comparative Criminal Justice Systems	
or CRIM 251	Law Enforcement in Canada	
or CRIM 252	Corrections in Canada	3
CRIM 265	Problem Management Skills for Criminal Justice	3
Elective	CRIM	3
Elective	Arts (UFV) 200-level or higher (non-criminology)	3
CMNS 251	Professional Report Writing	
or ENGL 120 – 170 or higher		3
Semester IV		
CRIM 220	Research Methods in Criminology	3
CRIM 230	Criminal Law	3
CRIM 281	Field Work Practicum	6
POSC 110	Canadian Politics	3
Total		60
Students wanting a Criminal Justice diploma must also complete CRIM 201, and one of CRIM 202 or CRIM 203. CRIM 201 and CRIM 202 cannot be taken concurrently.		
UPPER-LEVEL REQUIREMENTS		
Note: Students must have a minimum program GPA of 2.0 or higher to continue into upper level		
Semester V		
CRIM 310	Advanced Theoretical Perspectives	3
CRIM 321	Qualitative Research Methods	4
CRIM 330	Criminal Procedure and Evidence	3
MATH 104	Introductory Statistics	4
Elective Arts: Any one of art history, history, languages, visual arts, film, philosophy 100 or higher, theatre, or ENGL 120-170		
3		
Semester VI		
CRIM 311	Multiculturalism, Conflict, and Social Justice	3
CRIM 320	Research Techniques	4
CRIM 335	Human Rights and Civil Liberties	3
Elective	Any 300/400 non-criminology course	3
Elective	Any 300/400 non-criminology course	3
Semester VII		
CRIM 435	Innovations to Current and Future Issues in Canadian Public Safety	3
Elective	One of CRIM 410 – 419 or 440-449	3
BUS 203	Organizational Behaviour	3

Elective General: Any university-level course 3

Note: The prerequisites for BUS 203 (BUS 100 or 102) will be waived for Criminal Justice degree reserved seats.

Semester VIII

CRIM 450	Social Policy Analysis	3
CRIM 480	Field Work Practicum	6
Elective	Any 300/400 non-criminology course	3
Elective	Any one of CRIM 410 – 419	3
Total		64
Plus lower-level credits		60
Total program credits		124

Elective General: Any university-level course 3

Elective Science: Any biology, chemistry, physics, 100 – level or higher, or GEOG 101 or 102 4

Note: The prerequisites for BUS 203 (BUS 100 or 102) will be waived for Criminal Justice degree reserved seats.

Semester VIII

CRIM 450	Social Policy Analysis	3
CRIM 480	Field Work Practicum	6
Elective	Any 300/400 non-criminology course	3
Elective	Any one of CRIM 410 – 419 <u>or 440-449</u>	3
Total		64
Plus lower-level credits		60
Total program credits		124

MEMO



To: Pre-UPAC
From: School of Criminology and Criminal Justice
Date: 24/10/2011
Re: Honours Program

Honours Program

Rationale: Despite being a leading program of Criminology and Criminal Justice in Canada, the School is one of only several post-secondary Criminology programs not offering an undergraduate Honours program. This is a challenge for some students who wish to go on to graduate school and have a limited ability to further develop their critical thinking and research skills outside of the general courses taken by all students in the degree program. Moreover, some students who have identified academia as a potential career path may choose to study at other local universities that do offer an Honours elective. The School already has a history of implementing options to address the diverse needs of students (i.e. BCIT Forensic Investigation transfer option, Police Studies option), and adding an honours degree would represent an additional career path for our students.

Proposal: The School of Criminology and Criminal Justice proposes an Honours program targeted at fourth year Criminology and Criminal Justice students. The Honours Degree is proposed as follows:

- **Application Process**
 - Students are required to submit to the School of Criminology and Criminal Justice Advisor for review by the Honours Program Committee an application form consisting of the following:
 - a copy of their transcript (unofficial is accepted);
 - a 300-500 word statement outlining their research interests;
 - while students will be assigned to an appropriate faculty supervisor upon acceptance into the program, the student's application should also propose a School of Criminology and Criminal Justice faculty member to work with on their Honours Project and they should indicate on their application form whether they have spoken to and received support from this faculty member regarding supervision. Supervision will then be approved by the School of Criminology and Criminal Justice Honours Program Committee.
 - The application form must be submitted by May 15th for a September start date, and September 15th for a January start date.
- **Entrance Requirements:**
 - Students must have completed at least 90 credits (three full years of study) to enroll in the Honours program, including CRIM 220 *Research Methods in Criminology*, CRIM 320 *Quantitative Research Techniques*, and CRIM 310 *Advanced Theoretical Perspectives*.
 - Students must have received a minimum of a B+ in each of CRIM 220, CRIM 320, and CRIM 310.

- Students must have a minimum CGPA of 3.33 to enroll in the program. GPAs below 3.33 *may* be considered acceptable after review by the School of Criminology and Criminal Justice Honours Program Committee.
 - Students must maintain a GPA of 3.33 during their final year of study, and a CGPA of 3.33 in CRIM 490 and CRIM 491.
 - Following acceptance into the Criminology and Criminal Justice Honours program, the student must obtain the signed support of a School of Criminology and Criminal Justice faculty member who will supervise their project design and completion through CRIM 490 and 491.
- **Honours Program Requirements:**
 - Honours students must take a total of 10 additional credits during their final year of studies.
 - Both courses, described below in more detail, are in the form of independent study, similar to a Directed Readings class. In other words, students will enroll in the classes with permission of their Faculty supervisor, who will meet with the student on a regular basis and supervise the completion of their Honours projects.
 - In the first semester of the final year, students will be required to take CRIM 490: Honours Thesis Development (four credits). Prior to enrolling in the Honours, the student will have already identified a project area of interest. During CRIM 490, the student will develop a research proposal consisting of: i) a comprehensive and critical literature review related to their area of interest; ii) a draft version of a data collection instrument; and iii) ethical review forms, if necessary.
 - In the second semester of the final year, students will be required to take CRIM 491: Honours Thesis Project (six credits). During this semester, students will carry out their proposed Honours research project while under the supervision of their Faculty supervisor. This course and the Honours program will be completed by the submission of research paper and a presentation of the paper in a public setting (i.e. at a related conference, and/or to the members of the department).
 - Given the above, the proposed Criminology Honours program will be offered on a student-by-student basis. Rather than delivering the course materials in a classroom setting, students will work directly with their supervisors in designing and carrying out an Honours research project. This method of delivery will have the least impact on the present faculty and staff but will allow students to access an academic designation that will assist them in their applications for graduate studies. In addition, this method of delivery will allow the Honours program to run even if only one student was interested.
 - **Supervisor Compensation**
 - Faculty members who agree to supervise and honours student understand that they are making a two-semester commitment.
 - As the Honours program will run through independent study rather than classroom setting, the Faculty/Sessional supervisor will not receive course release. Instead, supervision will be supported by financial compensation. Similar to the honours programs in other departments at UFV, supervisors will be compensated \$123.78 per credit hour. Thus, supervisors will receive compensation of \$495.12 for CRIM 490 and \$742.68 for CRIM 491, for a total compensation of \$1,237.80 over two semesters of supervision.

Changes to the Bachelor of Arts (Criminal Justice)
Program Outline with Honours

Current			Proposed		
LOWER-LEVEL REQUIREMENTS			LOWER-LEVEL REQUIREMENTS		
Semester I			Semester I		
CRIM 100	Introduction to Criminology	3	CRIM 100	Introduction to Criminology	3
CRIM 103	Introduction to Criminal Justice	3	CRIM 103	Introduction to Criminal Justice	3
CRIM 129	Academic and Professional Development	3	CRIM 129	Academic and Professional Development	3
PSYC 101	Introduction to Psychology I	3	PSYC 101	Introduction to Psychology	3
SOC 101	Introductory Sociology	3	SOC 101	Introductory Sociology	3
Semester II			Semester II		
CRIM 104	Sociological Explanations of Criminal and Deviant Behaviour	3	CRIM 104	Sociological Explanations of Criminal and Deviant Behaviour	3
CRIM 105	Psychological Explanation of Criminal and Deviant Behaviour	3	CRIM 105	Psychological Explanations of Criminal and Deviant Behaviour	3
Elective	General any 100/200-level non-criminology course	3	Elective	General any 100/200-level non-criminology course	3
Elective	CRIM		Elective	CRIM	3
CMNS 125	Introduction to Workplace Communication		CMNS 125	Introduction to Workplace Communication	
or CMNS 155	Introduction to Workplace and Academic Communication		or CMNS 155	Introduction to Workplace and Academic Communication	
or ENGL 105	The Reading and Writing of Prose	3	or ENGL 105	The Reading and Writing of Prose	3
Semester III			Semester III		
CRIM 240	Comparative Criminal Justice Systems	3	CRIM 240	Comparative Criminal Justice Systems	
CRIM 265	Problem Management Skills for Criminal Justice	3	or CRIM 251	Introduction to Law Enforcement	
Elective	CRIM	3	or CRIM 252	Introduction to Corrections	3
Elective	Arts (UFV) 200-level or higher (non-criminology)	3	CRIM 265	Problem Management Skills for Criminal Justice	3
CMNS 251	Professional Report Writing		Elective	CRIM	3
or ENGL 120 – 170 or higher		3	Elective	Arts (UFV) 200-level or higher (non-criminology)	3
			CMNS 251	Professional Report Writing	
			or ENGL 120 – 170 or higher		3
Semester IV			Semester IV		
CRIM 220	Research Methods in Criminology	3	CRIM 220	Research Methods in Criminology	3
CRIM 230	Criminal Law	3	CRIM 230	Criminal Law	3
CRIM 281	Field Work Practicum	6	CRIM 281	Field Work Practicum	6
POSC 110	Canadian Politics	3	POSC 110	Canadian Politics	3
Total		60	Total		60

Students wanting a Criminal Justice diploma must also complete CRIM 201, and one of CRIM 202 or CRIM 203. CRIM 201 and CRIM 202 cannot be taken concurrently.

UPPER-LEVEL REQUIREMENTS

Note: Students must have a minimum program GPA of 2.0 or higher to continue into upper level

Semester V		
CRIM 310	Advanced Theoretical Perspectives	3
CRIM 330	Criminal Procedure and Evidence	3
MATH 104	Introductory Statistics	4
Elective Arts:	Any one of art history, history, languages, visual arts, film, philosophy 100 or higher, theatre, or ENGL 120-170	3
Elective Science:	Any biology, chemistry, physics, 100-level or higher, or GEOG 101 or 102	4

Semester VI		
CRIM 311	Multiculturalism, Conflict, and Social Justice	3
CRIM 320	Research Techniques	5
CRIM 335	Human Rights and Civil Liberties	3
Elective	Any 300/400 non-criminology course	3
Elective	Any 300/400 non-criminology course	3

Semester VII		
CRIM 420	Research Project Seminar	6
Elective	One of CRIM 410 – 419	3

Students wanting a Criminal Justice diploma must also complete CRIM 201, and one of CRIM 202 or CRIM 203. CRIM 201 and CRIM 202 cannot be taken concurrently.

UPPER-LEVEL REQUIREMENTS

Note: Students must have a minimum program GPA of 2.0 or higher to continue into upper level

Semester V		
CRIM 310	Advanced Theoretical Perspectives	3
CRIM 321	Qualitative Research Methods	4
CRIM 330	Criminal Procedure and Evidence	3
MATH 104	Introductory Statistics	4
Elective Arts:	Any one of art history, history, languages, visual arts, film, philosophy 100 or higher, theatre, or ENGL 120-170	3

Semester VI		
CRIM 311	Multiculturalism, Conflict, and Social Justice	3
CRIM 320	Research Techniques	4
CRIM 335	Human Rights and Civil Liberties	3
Elective	Any 300/400 non-criminology course	3
Elective	Any 300/400 non-criminology course	3

Semester VII		
CRIM 435	Innovations to Current and Future Issues in Canadian Public Safety	3
CRIM 490	Honours Thesis Development	4

BUS 203	Organizational Behaviour	3
Elective	General: Any university-level course	3
Note: The prerequisites for BUS 203 (BUS 100 or 102) will be waived for Criminal Justice degree reserved seats.		

Semester VIII

CRIM 450	Social Policy Analysis	3
CRIM 480	Field Work Practicum	6
Elective	Any 300/400 non-criminology course	3
Elective	Any one of CRIM 410 – 419	3
Total		64
Plus lower-level credits		60
Total program credits		124

Elective	One of CRIM 410 – 419	3
BUS 203	Organizational Behaviour	3
Elective	General: Any university-level course	3
Elective Science:	Any biology, chemistry, physics, 100 – level or higher, or GEOG 101 or 102	4
Note: The prerequisites for BUS 203 (BUS 100 or 102) will be waived for Criminal Justice degree reserved seats.		

Semester VIII

CRIM 450	Social Policy Analysis	3
CRIM 480	Field Work Practicum	6
CRIM 491	Honours Thesis Project	6
Elective	Any 300/400 non-criminology course	3
Elective	Any one of CRIM 410 – 419	3
Total		74
Plus lower-level credits		60
Total program credits		134

Criminology and Criminal Justice

www.ufv.ca/criminology

School of Criminology and Criminal Justice Honours Program

Entrance requirements

Once a student has completed 90 credits (approximately three full years of study) of coursework with a minimum 3.33 GPA in all courses required for program completion and a minimum of a B+ in each of CRIM 220 *Research Methods in Criminology*, CRIM 320 *Quantitative Research Techniques*, and CRIM 310 *Advanced Theoretical Perspectives*, they are eligible to apply for entry into the School of Criminology and Criminal Justice honours program.

Interested students are encouraged to seek out information and advice on the honours program from the School of Criminology and Criminal Justice faculty and/or Advisor as early as possible in their coursework, and to apply to the honours program at the earliest possible entry date.

Applications must be received by May 15th for a September start date, or September 15th for a January start date for Honours studies. Students will need to provide the following to the School of Criminology and Criminal Justice Advisor:

- A School of Criminology and Criminal Justice Honours Program application form (available from the School of Criminology and Criminal Justice Advisor or online at www.ufv.ca/criminology);
- A copy of their transcripts (unofficial is acceptable);
- A 300-500 word statement outlining their research interests; and
- A proposed supervisor for their Honours studies.

The School of Criminology and Criminal Justice Honours Program Committee will review applications and assign accepted students to an appropriate School of Criminology and Criminal Justice faculty supervisor based on their research interests and faculty availability. Students are encouraged to speak to potential faculty supervisors in advance of applying to the Honours program and should indicate on their application form if a particular faculty member has agreed to supervise them, pending the School of Criminology and Criminal Justice Honours Program Committee approval.

Course requirements

In addition to completing the requirements for the Bachelor of Arts (Criminal Justice) major, honours students must complete an additional 10 upper-division credits consisting of CRIM 490 and CRIM 491. These courses are primarily student-driven, though the student and faculty advisor are expected to meet on a regular basis throughout the semester. During these courses, the student will design and complete a research project. See the Course Descriptions for further details.

Review and Continuance

Prior to enrolling in CRIM 491 (Honours Project), each honours student will need to meet with their honours supervisor to assess their progress in the program and ensure preparedness for data collection. At this time, the student should submit an updated transcript to their supervisor for review. The student must maintain a CGPA of at least 3.33 in their final year of study, with a CGPA of 3.33 for CRIM 490 and CRIM 491, in order for an honours designation to be awarded.

Graduation

In addition to meeting the requirements for a Bachelor of Arts (Criminal Justice) degree, successful completion of a research project is required prior to graduation with an Honours Program designation. The honours research project, which will be developed in consultation with a faculty supervisor, will demonstrate a student's skill and knowledge in a given area of criminology and criminal justice. The research project will be designed during CRIM 490 and carried out in the subsequent semester in CRIM 491.

Each honours student will then be required to present the findings of their research at a professional or university conference or in another academic venue (e.g. in an undergraduate or graduate Criminology and Criminal Justice course). Alternative presentation arrangements may be made in consultation with the honours supervisor and the Honours Program Committee.

The student will receive a letter grade, recommended by their supervisor, for each of CRIM 490 and CRIM 491 based on their successful design and completion of a research project. The Honours Program Committee will choose whether or not to accept these grades based on a review of the students research work. A minimum CGPA of 3.33 in CRIM 490 and CRIM 491 must be met to graduate with an Honours Program designation.

Program outline

This section specifies the requirements for the Bachelor of Arts (Criminal Justice) with the Honours Program Designation. Please refer to the Bachelor of Criminal Justice for general program requirements.

LOWER-LEVEL REQUIREMENTS

Semester I

CRIM 100	Introduction to Criminology	3
CRIM 103	Introduction to Criminal Justice	3
CRIM 129	Academic and Professional Development	3
PSYC 101	Introduction to Psychology	3
SOC 101	Introductory Sociology	3

Semester II

CRIM 104	Sociological Explanations of Criminal and Deviant Behaviour	3
CRIM 105	Psychological Explanations of Criminal and Deviant Behaviour	3
Elective	General any 100/200-level non-criminology course	3
Elective	CRIM	3
CMNS 125	Introduction to Workplace Communication	3
or CMNS 155	Introduction to Workplace and Academic Communication	3

or ENGL 105 The Reading and Writing of Prose

Semester III

CRIM 240	Comparative Criminal Justice Systems	
or CRIM 251	Introduction to Law Enforcement	3
or CRIM 252	Introduction to Corrections	
CRIM 265	Problem Management Skills for Criminal Justice	3
Elective	CRIM	3
Elective	Arts (UFV) 200-level or higher (non-criminology)	3
CMNS 251	Professional Report Writing	
or ENGL 120 – 170	or higher	3

Semester IV

CRIM 220	Research Methods in Criminology	3
CRIM 230	Criminal Law	3
CRIM 281	Field Work Practicum	6
POSC 110	Canadian Politics	3
Total		60

UPPER-LEVEL REQUIREMENTS

Note: Students must have a minimum program GPA of 2.0 or higher to continue into upper level

Semester V

CRIM 310	Advanced Theoretical Perspectives	3
CRIM 321	Qualitative Research Methods	4
CRIM 330	Criminal Procedure and Evidence	3
MATH 104	Introductory Statistics	4

Elective Arts: Any one of art history, history, languages, visual arts, film, philosophy 100 or higher, theatre, or ENGL 120-170 3

Semester VI

CRIM 311	Multiculturalism, Conflict, and Social Justice	3
CRIM 320	Research Techniques	4
CRIM 335	Human Rights and Civil Liberties	3
Elective	Any 300/400 non-criminology course	3
Elective	Any 300/400 non-criminology course	3

Semester VII

CRIM 435	Innovations to Current and Future Issues in Canadian Public Safety	3
CRIM 490	Honours Thesis Development	4
Elective	One of CRIM 410 – 419	3
BUS 203	Organizational Behaviour	3
Elective	General: Any university-level course	3
Elective Science:	Any biology, chemistry, physics, 100 – level or higher, or GEOG 101 or 102	4

Note: The prerequisites for BUS 203 (BUS 100 or 102) will be waived for Criminal Justice degree reserved seats.

Semester VIII

CRIM 450	Social Policy Analysis	3
CRIM 480	Field Work Practicum	6
CRIM 491	Honours Thesis Project	6
Elective	Any 300/400 non-criminology course	3
Elective	Any one of CRIM 410 – 419	3
Total		74
Plus lower-level credits		60

Total program credits

134

Fees and additional costs

See the [Fees and Other Costs](#) section.

Course listings

For complete details on courses see the [course descriptions](#) section.

COURSE IMPLEMENTATION DATE: September 2012
 COURSE REVISED IMPLEMENTATION DATE: _____
 COURSE TO BE REVIEWED: October 2017
(six years after UEC approval) (month, year)

OFFICIAL UNDERGRADUATE COURSE OUTLINE INFORMATION

Students are advised to keep course outlines in personal files for future use.
 Shaded headings are subject to change at the discretion of the department – see course syllabus available from instructor

CRIM 490	Criminology and Criminal Justice	4
COURSE NAME/NUMBER	FACULTY/DEPARTMENT	UFV CREDITS

Honours Thesis Development
COURSE DESCRIPTIVE TITLE

CALENDAR DESCRIPTION:

This course provides students enrolled in the Criminal Justice Honours program an opportunity to develop a research proposal consisting of i) a comprehensive critical review of the literature related to their Honours thesis project; ii) a data collection instrument; and iii) request for ethical review and minimal risk checklist. The course is taken under the direction of a single faculty member. The student will meet with their supervisor on a regular basis to develop their research proposal.

PREREQUISITES: Acceptance into the Criminal Justice Honours program and permission of a supervising instructor.

COREQUISITES:
 PRE or COREQUISITES:

SYNONYMOUS COURSE(S):

- (a) Replaces: _____
 (b) Cross-listed with: _____
 (c) Cannot take: _____ for further credit.

SERVICE COURSE TO: (department/program)

TOTAL HOURS PER TERM: **60**

STRUCTURE OF HOURS:

Lectures: _____ Hrs
 Seminar: _____ Hrs
 Laboratory: _____ Hrs
 Field experience: _____ Hrs
 Student directed learning: **40** Hrs
 Other (specify): Meeting Hours **20** Hrs

TRAINING DAY-BASED INSTRUCTION:

Length of course: _____
 Hours per day: _____

OTHER:

Maximum enrolment: **6**
 Expected frequency of course offerings: Annually
(every semester, annually, every other year, etc.)

WILL TRANSFER CREDIT BE REQUESTED? (lower-level courses only)

☐ Yes ☐ No

WILL TRANSFER CREDIT BE REQUESTED? (upper-level requested by department)

☐ Yes ☒ No

TRANSFER CREDIT EXISTS IN BCCAT TRANSFER GUIDE:

☐ Yes ☒ No

Course designer(s): **Amanda McCormick**

Department Head: **Irwin Cohen**

Date approved: **January 2011**

Supporting area consultation (Pre-UEC)

Date of meeting: **January 21, 2011**

Curriculum Committee chair: **Susan Fisher (temporary)**

Date approved: **September 16, 2011**

Dean/Associate VP: **Jacqueline Nolte**

Date approved: **September 30, 2011**

Undergraduate Education Committee (UEC) approval

Date of meeting: **October 28, 2011**

LEARNING OUTCOMES:

Upon successful completion of this course, students will be able to:

- demonstrate an understanding of theory as related to their identified topic;
- demonstrate an understanding of research methods used in the social sciences;
- critically review previously conducted research;
- identify and respond to potential ethical concerns in research;
- create researchable research questions;
- develop a data collection instrument;
- complete research ethics forms;
- design a research project to carry out in CRIM 491.

METHODS: *(Guest lecturers, presentations, online instruction, field trips, etc)*
Independent study with a faculty supervisor.

METHODS OF OBTAINING PRIOR LEARNING ASSESSMENT RECOGNITION (PLAR):

☐ Examination(s) ☐ Portfolio assessment ☐ Interview(s) ☐ Other (specify):

☒ PLAR cannot be awarded for this course for the following reason(s): This course is part of the Criminology and Criminal Justice Honours program, and involves a unique research project designed in consultation with a UFV Criminology and Criminal Justice faculty member, and so is not transferable from other programs or universities.

TEXTBOOKS, REFERENCES, MATERIALS:

Textbooks selection varies by instructor. Examples for this course might be:

Readings will be selected by the supervising instructor and student, and will include texts on social science theory and social science research methods, in addition to readings specific to the student's honours thesis topic.

SUPPLIES / MATERIALS:

None.

STUDENT EVALUATION:

Research Proposal	50%
Ethics Forms	25%
Data Collection Instrument	25%

COURSE CONTENT:

Course content varies by instructor. An example of course content might be:

Introduction to the course, course expectations
Critically reviewing literature
Developing research questions
Social science theories
Methods of social science research
Research ethics
Collecting data
Developing research proposals

COURSE IMPLEMENTATION DATE: September 2012
 COURSE REVISED IMPLEMENTATION DATE: _____
 COURSE TO BE REVIEWED: October 2017
(six years after UEC approval) (month, year)

OFFICIAL UNDERGRADUATE COURSE OUTLINE INFORMATION

Students are advised to keep course outlines in personal files for future use.
 Shaded headings are subject to change at the discretion of the department – see course syllabus available from instructor

CRIM 491	Criminology and Criminal Justice	6
COURSE NAME/NUMBER	FACULTY/DEPARTMENT	UFV CREDITS

Honours Project
COURSE DESCRIPTIVE TITLE

CALENDAR DESCRIPTION:

This course provides students enrolled in the Criminal Justice Honours program with an opportunity to collect and analyze the data for their honours thesis proposal developed in CRIM 490 and to disseminate their research findings in a research paper and public presentation.

PREREQUISITES: Acceptance into the Criminal Justice Honours program, permission of a supervising instructor, and CRIM 490.

COREQUISITES:
 PRE or COREQUISITES:

SYNONYMOUS COURSE(S):	SERVICE COURSE TO: <i>(department/program)</i>
(a) Replaces: _____	_____
(b) Cross-listed with: _____	_____
(c) Cannot take: _____ for further credit.	_____

TOTAL HOURS PER TERM: <u>90</u>	TRAINING DAY-BASED INSTRUCTION:
STRUCTURE OF HOURS:	Length of course: _____
Lectures: _____ Hrs	Hours per day: _____
Seminar: _____ Hrs	
Laboratory: _____ Hrs	
Field experience: _____ Hrs	
Student directed learning: <u>60</u> Hrs	OTHER:
Other (specify): Meeting Hours <u>30</u> Hrs	Maximum enrolment: <u>6</u>
	Expected frequency of course offerings: <u>Annually</u>
	<i>(every semester, annually, every other year, etc.)</i>

WILL TRANSFER CREDIT BE REQUESTED? (lower-level courses only)	☐ Yes	☐ No
WILL TRANSFER CREDIT BE REQUESTED? (upper-level requested by department)	☐ Yes	☒ No
TRANSFER CREDIT EXISTS IN BCCAT TRANSFER GUIDE:	☐ Yes	☒ No

Course designer(s): <u>Amanda McCormick</u>	Date approved: <u>January 2011</u>
Department Head: <u>Irwin Cohen</u>	Date of meeting: <u>January 21, 2011</u>
Supporting area consultation (Pre-UEC)	Date approved: <u>September 16, 2011</u>
Curriculum Committee chair: <u>Susan Fisher (temporary)</u>	Date approved: <u>September 30, 2011</u>
Dean/Associate VP: <u>Jacqueline Nolte</u>	Date of meeting: <u>October 28, 2011</u>
Undergraduate Education Committee (UEC) approval	

LEARNING OUTCOMES:

Upon successful completion of this course, students will be able to:

- carry out a research project designed in CRIM 490, including:
- independently collect and statistically analyze data;
- independently produce a final research report;
- deliver the results of a research project in an academic presentation;
- demonstrate an advanced level of interpretation and analysis of social science phenomenon, methods, and theories that closely meets the expectations of graduate program work.

METHODS: *(Guest lecturers, presentations, online instruction, field trips, etc)*
Independent study with a faculty supervisor.

METHODS OF OBTAINING PRIOR LEARNING ASSESSMENT RECOGNITION (PLAR):

☐ Examination(s) ☐ Portfolio assessment ☐ Interview(s) ☐ Other (specify):

☒ PLAR cannot be awarded for this course for the following reason(s): This course is part of the Criminology and Criminal Justice Honours program, and involves a unique research project designed in consultation with a UFV Criminology and Criminal Justice faculty member, and so is not transferable from other programs or universities.

TEXTBOOKS, REFERENCES, MATERIALS:

Textbooks selection varies by instructor. Examples for this course might be:

Readings will be selected by the supervising instructor and student, and will include texts on social science theory and social science research methods, in addition to readings specific to the student's honours thesis topic.

SUPPLIES / MATERIALS:

Students will need copies of their data collection instrument printed.

STUDENT EVALUATION:

Written research report 80%
Oral presentation of findings 20%

COURSE CONTENT:

Course content varies by instructor. An example of course content might be:

Course content will vary by project.

Proposed Changes to Undergraduate Education Committee Membership

CURRENT	PROPOSED
Voting Members	Voting Members
<i>Chair: Faculty member, nominated by committee, approved by Senate</i>	<i>Chair: Faculty member, nominated by committee, approved by Senate</i>
Eight faculty members approved by Senate, at least 2 from Senate	Eight faculty members approved by Senate, at least 2 from Senate
Two Deans, approved by Senate	Two Deans, approved by Senate
University Librarian	University Secretary & Registrar (or designate)
One academic advisor	One academic advisor
Director, Teaching and Learning	Director, Teaching and Learning (or designate)
One staff member, approved by Senate	One staff member (departmental assistant or program advisor), approved by Senate
Two undergraduate students, approved by Senate	Two undergraduate students, approved by Senate
Ex-Officio Non-Voting Member	Note: The following (or their designates) are to be included in the Campus-wide consultation and are welcome – but not expected – to attend committee meetings: • Provost & Vice-President, Academic • Associate Vice-President, Research & Graduate Studies • Director, International Education • Senior Advisor on Indigenous Affairs • Director, Enrolment Management • Director, Institutional Research • University Librarian
Provost & Vice-President, Academic (or designate)	
Associate Vice-President, Research & Graduate Studies (or designate)	
Director, International Education (or designate)	
Senior Advisor on Indigenous Affairs (or designate)	
Director, Enrolment Management (or designate)	
Director, Institutional Research (or designate)	
University Secretary & Registrar (or designate)	
Administrative Support	Administrative Support
Office of the Provost & Vice-President (Academic)	University Secretariat
Total membership	Total membership
23 members; 16 voting members and 7 non-voting members	16 voting members
Quorum: minimum 50% of voting membership (8 members)	Quorum: minimum 50% of voting membership (8 members)



UNDERGRADUATE EDUCATION COMMITTEE

TERMS OF REFERENCE

1. Advise Senate on all-curricular matters related to the undergraduate educational programs of the university.
2. Advise Senate on policies, practices, and criteria for the admission, evaluation, withdrawal, and promotion of undergraduate students.
3. Advise Senate on the criteria for awarding certificates, diplomas, and degrees to undergraduate students.
- ~~4. Advise Senate on the residency requirements for awarding credentials to undergraduate students.~~
- ~~5. Advise Senate on policies concerning student withdrawal from courses, programs, or the university.~~
6. Approve the processes for review and approval of new courses, programs, or curricular changes by faculty councils.
- ~~7. Review the recommendations of faculty councils, approve the recommendations as required, and inform Senate. For those curricular matters delegated by Senate for decision by faculty councils, review the reports of the councils and inform Senate.~~
- ~~8. For those curricular matters delegated by Senate for decision by the Undergraduate Education Committee, review for approval on behalf of Senate the proposals from the faculty councils and inform Senate.~~
9. ~~Review and consult with the Budget Committee, and a~~ Advise the Academic Planning & Priorities Committee on proposals for new ~~courses, programs, or curricular changes that require Senate approval.~~
10. Make recommendations to Senate on the resolution of disputes between departments and other academic divisions related to undergraduate course and program development and delivery.
- ~~11. Consult the Budget Committee of Senate for advice on the budgetary implications of proposals for curricular changes when additional resources are required for implementation of the proposals.~~
12. Periodically review the policies and practices for review and approval of new courses, programs, and curricular changes to ensure consistency and compliance with the goals of the university and with the powers and responsibilities of Senate and the Board.
13. ~~Submit to Senate an annual report of the changes in undergraduate education. Ensure that meeting minutes are regularly made available to Senate.~~
- ~~14. Advise Senate on the annual academic schedule.~~

Comment [t1]: Included in #3.

Comment [t2]: Added to #2.

Final Senate approval September 2010



15. Establish such subcommittees as needed to fulfill the Committee's responsibilities.
16. Other duties as assigned by Senate.

Undergraduate Education Committee COMPOSITION

Chair:

- A voting faculty member of the committee, nominated by the committee, and approved by Senate

Voting Members:

- Eight faculty members, approved by Senate, at least two of whom shall be members of Senate. Normally, there shall be at least one member from each of the faculties, selected to reflect the diversity of disciplines at the university
- Two Deans approved by Senate
- ~~University Librarian~~
- One Academic Advisor *
- Director, Teaching and Learning
- One staff member (departmental assistant or program advisor) approved by Senate
- Two undergraduate students approved by Senate
- University Secretary & Registrar (or designate)

Ex Officio Non Voting Members:

- ~~Provost & Vice President, Academic (or designate)~~
- ~~Associate Vice President, Research & Graduate Studies (or designate)~~
- ~~Associate Vice President, Teaching & Development (or designate)~~
- ~~Director, International Education~~
- ~~Senior Advisor on Indigenous Affairs~~
- ~~Director, Enrolment Management~~
- ~~Director, Institutional Research~~
- ~~University Secretary & Registrar (or designate)~~

Administrative Support:

- ~~Office of the Provost & Vice President Academic~~ University Secretariat

**One academic advisor recommended by the Director of Student Services and approved by Senate*

UEC MEMORANDUM

UPAC Chair: Samantha Pattridge
Phone: 4643

UPAC Assistant: Amanda Grimson
Phone: 4571

TO: UEC

FROM: Amanda Grimson, UEC Assistant

DATE: October 24, 2011

RE: General Framework for Honours Degrees

Senate has directed the Undergraduate Education Committee (UEC) to review the General Framework for Honours Degrees and report back by January 2012. UEC recognizes that input from Faculty Councils will be crucial in this review.

At its August 26, 2011 meeting, UEC discussed the current additional academic requirements for an honours program, and proposed that the suggested change below be presented to Faculty Councils for feedback.

Current requirements:

2. Honours programs must contain additional academic requirements to a corresponding major or degree program as specified by the department that include at least one of:
 - a) Additional credit requirements of up to 12 credits for a maximum of 132 credits for the degree.
 - b) Completion of additional educational activities such as an honours seminar, thesis or project.
 - c) Completion of new courses specific to the honours degree.
 - d) Completion of specified courses already existing in the current degree program but which are not mandatory in that program.

Suggested requirements:

2. Honours programs must contain additional academic requirements to a corresponding major or degree program as specified by the department that include:
 - a) Additional credit requirements of 9-12 credits for a maximum of 132 credits for the degree, and
 - b) Completion of additional educational activities such as an honours course, seminar, thesis, or project.

Attached are responses from the Faculty of Science and the School of Criminology and Criminal Justice. The Faculties of Access and Open Studies and Health Sciences do not have additional comments to submit, although additional feedback from the Faculties of Arts, Professional Studies, and Trades and Technology may be presented at the October 28, 2011 meeting.

Memo

To: Samantha Pattridge, Chair UEC
From: Ora Steyn, Dean, Faculty of Science
Date: October 11, 2011
Re: General Framework for Honours Degrees

Feedback from the Science Faculty Council:

- It is not clear that there is also a minimum credit requirement for an honours degree – only 132 credits maximum
- Not all departments include additional educational activities in their honours degrees. The General Framework should reflect that.

From: Amanda McCormick
Sent: Thursday, October 13, 2011 3:59 PM
To: Amanda Grimson
Cc: Samantha Pattridge
Subject: Rewording of General Framework for Honours Degrees

Hi Amanda,

At AFC last week it was noted that the proposed CRIM honours program (on the agenda at UEC next week) actually violates a section of the General Framework for Honours Degree wording – the wording states that honours programs would require 9-12 additional credits for a maximum of 132 credits for the degree. While our proposed honours program meets the first criteria (10 credits) it actually violates the total number of credits as students in the BA (Criminal Justice) currently graduate from the degree program with 124 credits – thus, those who complete the honours program will be graduating with 134 credits.

Would it be possible for UEC to consider amending the wording of the Honours program requirements as follows so as to reflect that in some programs students graduate from the degree with a slightly higher than typical number of credits:

From the suggested:

2. Honours programs must contain additional academic requirements to a corresponding major or degree program as specified by the department that include:

- a) Additional credit requirements of 9-12 credits for a maximum of 132 credits for the degree, and
- b) Completion of additional educational activities such as an honours course, seminar, thesis, or project.

To:

2. Honours programs must contain additional academic requirements to a corresponding major or degree program as specified by the department that include:

- a) Additional credit requirements of 9-12 credits for *a degree credit total usually not exceeding 132 credits*, and
- b) Completion of additional educational activities such as an honours course, seminar, thesis, or project.

Thank you,
Amanda

Amanda McCormick, M.A.
Instructor, School of Criminology and Criminal Justice
Research Coordinator, BC Centres
A203-33844 King Road, Abbotsford, BC, V2S 7M8
(604) 504-7441 x 4106

SUMMARY OF THE SENATE MEETING (EXCERPT)

October 14, 2011 — 2:30 pm
Room D226 C&D Mission Campus

FOR INFORMATION ONLY. Approved Senate and Senate standing committee minutes are posted on www.ufv.ca/senate.

2. Recommendations from the Senate Governance Committee – G. Palmer

2.2. Re-allocation of Board policies – approved

Senate approved and recommends to the Board of Governors replacing ASC and UPAC with UEC and/or where applicable, GSC, in the following Board policies:

BRP-240.03 Instructional Responsibilities
BRP-240.05 Faculty Qualifications
BRP-240.09 Order of Registration

2.3. Re-allocation of Senate policies - approved

Senate approved replacing ASC and UPAC with UEC and/or where applicable, GSC, in the following Senate policies:

107 Transfer Credit
83 Placement
99 English Language Proficiency Requirements
80 Admission to Undergraduate Programs
69 Time Limit to Complete Program Requirements
87 Change in Admission Requirements
88 Change in Prerequisites
92 Continuance in a Program
105 Assignment of Course Credit
64 Graduation Awards