



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

Wednesday, May 23, 2012

2–4 pm, Room C1429

Abbotsford Campus

APPROVED MINUTES

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**Present:** A. Arndt, A. Bradley, S. Brigden, J. Carroll, M. Bos-Chan, C. Forster, S. Hardman, E. Harris, R. McLeod, S. Pattridge, E. Spalding, D. Thomson

**Absent:** D. Alary, W. Burton, H. Compeau, J. English, D. Freschi, S. MacMath, O. Steyn, S. Potter, S. Stegmuller, B. Whittaker

**Guests:** A. Cameron, P. Geller, C. Gingerich, D. Harnett, C. Loten, A. Wiseman, L. Zaleski

**Recorder:** A. Grimson

#### 1. APPROVAL OF THE AGENDA

**MOTION:**

**E. Spalding/C. Forster**

To approve the agenda as amended:

- 3.6, Computer Information Systems: COMP 351, 445, and 490 incorrectly identified as CIS
- 4.7, Mathematics and Statistics: STAT 331 and 431 are both cross-listed as COMP courses
- 5.4, June UEC meeting

**CARRIED**

#### 2. APPROVAL OF UEC MINUTES

##### 2.1. UEC draft minutes: March 30, 2012 and April 27, 2012

**MOTION:**

**E. Spalding/C. Forster**

To approve the UEC draft minutes of March 30, 2012 as presented.

**CARRIED**

**MOTION:**

**E. Spalding/D. Thomson**

To approve the UEC draft minutes of April 27, 2012 as presented.

**CARRIED**

#### 3. COURSE OUTLINES

**Carried forward from April 27, 2012 meeting:**

##### 3.1. Geography

Review with changes: GEOG 484

### **3.2. Modern Languages**

Changes including prerequisites and total hours: FREN 219

Changes including total hours: FREN 230

Changes including prerequisites: FREN 315, 319

Changes including title: FREN 325

Review with changes including total hours: GERM 201

Review with changes including prerequisites and total hours: GERM 202

Changes including total hours: PUNJ 101

### **3.3. Philosophy**

Review with changes: PHIL 110, 120

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

Changes including title and prerequisites: SOC 250/GDS 250

Changes including title, prerequisites, and cross-listing as GDS 363: SOC 363/ANTH 363/LAS 363

Changes including title, prerequisites, and cross-listing as GDS 220: ANTH 220

#### **MOTION:**

**S. Brigden/E. Spalding**

To accept the following recommendations made at the April 27, 2012 UEC meeting:

- To approve the GEOG 484 course outline as presented.
- To approve the Modern Language course outlines as presented, with the exception of FREN 315 and 319.
- To approve the PHIL 110 and 120 course outlines as presented.
- To approve the SCMS course outlines as presented.

**CARRIED**

The Modern Languages department has requested that increases to the FREN 315 and 319 prerequisites be implemented for September 2013. Generally, notice of prerequisite increases is required to appear in the calendar, with implementation for the following year. As these are too late to be noted in the 2012/13 calendar, UEC must grant specific permission for implementation prior to September 2014.

UEC members felt that delaying implementation until September 2014 was unnecessary, particularly since the new prerequisites will appear online in the draft 2013/14 calendar for more than a year prior to implementation in September 2013.

#### **MOTION:**

**S. Brigden/C. Forster**

To approve the FREN 315 and 319 course outlines as presented (effective September 2013).

**CARRIED**

#### **Submitted for May 23, 2012 meeting:**

### **3.5. Biology**

New cross-listed course: BIO 335/GEOG 335, Methods in Freshwater Ecology

New course: BIO 496, Advanced Biological Topics

New course: BIO 498, Advanced Biological Topics

Review with changes: BIO 106, 220

#### **MOTION:**

**A. Arndt/A. Bradley**

To approve the Biology course outlines as presented.

CARRIED

### 3.6. Computer Information Systems

Changes including course name and prerequisites: CIS 386

Changes including prerequisites: CIS 485

Review with changes including prerequisites: CIS 190

Review with changes: CIS 341, 390

Review with changes: COMP 351, 445, 490

The rationale given for increasing the prerequisites for CIS 386 was discussed; some UEC members questioned what the department meant by stating that students with the existing prerequisites do not have the maturity required for this course. C. Gingrich agreed that this was an incorrect word choice, and that the rationale should indicate that these students lack sufficient academic experience for this course.

UEC also again discussed the implementation of increased prerequisites, and agreed that these should be effective for September 2013 rather than September 2014. (This will also apply retroactively to any courses approved in recent months that missed the 2012/13 calendar cut-off.)

#### **MOTION:**

**S. Brigden/M. Bos-Chan**

To approve the Computer Information Systems course outlines as amended:

- Prerequisite increased to be effective September 2013 rather than 2014.
- Rationale for changes to CIS 386 to be amended: "students... did not have the maturity **academic background** needed for this 300-level course."

CARRIED

### 3.7. Dental Hygiene

New course: DHYG 203, Health Promotion and Prevention

New course: DHYG 215 (combination of DHYG 110 and 120)

Changes including course number: DHYG 201 (formerly DHYG 101)

Changes including course number: DHYG 221 (formerly DHYG 121)

Changes including course number and credits: DHYG 270 (formerly DHYG 160)

DHYG 201 and 203 are missing some course content; UEC asked the department to revise these outlines and resubmit to a future meeting.

#### **MOTION:**

**S. Brigden/R. McLeod**

To approve the Dental Hygiene course outlines as presented, with the exception of DHYG 201 and 203.

CARRIED

### 3.8. Geography

Review with changes: GEOG 308, 360, 454

#### **MOTION:**

**E. Spalding/C. Forster**

To approve the GEOG 308, 360, and 454 course outlines as presented.

CARRIED

### **3.9. Mathematics and Statistics**

Changes including prerequisites: MATH 322

**MOTION:**

**E. Spalding/A. Arndt**

To approve the MATH 322 course outlines as presented.

**CARRIED**

### **3.10. Physics**

Change to prerequisites: PHYS 232, 325

Changes including prerequisites: PHYS 481

Review with changes including prerequisites: PHYS 352

As with previously-discussed course outlines, UEC agreed that increases to prerequisites should be effective for September 2013, rather than September 2014.

**MOTION:**

**C. Forster/E. Spalding**

To approve the Physics course outlines as amended:

- Prerequisite increases to be effective September 2013 rather than 2014.

**CARRIED**

### **3.11. Political Science**

New course: POSC 420, Seminar in Political Theory

**MOTION:**

**C. Forster/E. Spalding**

To approve the POSC 420 course outline as presented.

**CARRIED**

## **4. PROGRAMS**

**Carried forward from April 27, 2012 meeting:**

### **4.1. Arts**

Change to program: Bachelor of Arts declaration policy

### **4.2. Biology**

Change to program: Biology extended minor (for Bachelor of Arts)

### **4.3. Geography**

Change to programs: Geography Honours, major, and major concentrations

**MOTION:**

**E. Spalding/C. Forster**

To accept the following recommendations made at the April 27, 2012 UEC meeting:

- To approve the changes to the Bachelor of Arts declaration policy as presented.
- To approve the changes to the Biology extended minor (for Bachelor of Arts students) as presented.

- To approve the changes to the Geography Honours, major, and major concentrations as presented.

**CARRIED  
RECOMMENDED TO SENATE**

#### **4.4. English**

Changes to program: English Honours

In addition to the program requirement changes that were discussed at the last meeting, it was noted that the department is also making changes to the admission procedures for this program.

**MOTION:**

**E. Spalding/C. Forster**

To accept the changes to the English Honours as amended:

- Retain ENGL 366 as an alternative to ENGL 354 and 401.

**CARRIED  
RECOMMENDED TO SENATE**

#### **Submitted for May 23, 2012 meeting:**

#### **4.5. Biology**

Change to programs: Biology Honours and major

**MOTION:**

**A. Bradley/A. Arndt**

To approve the addition of MATH 118 as an alternative to MATH 112 for the Biology Honours and major as presented.

**CARRIED**

#### **4.6. Health Sciences**

Change to program: Dental Hygiene diploma

**MOTION:**

**E. Spalding/C. Forster**

To approve the change to entrance requirements for the Dental Hygiene diploma program as presented.

**CARRIED  
RECOMMENDED TO SENATE**

#### **4.7. Mathematics and Statistics**

Creation of new course discipline code: STAT (Statistics)

**MOTION:**

**A. Arndt/A. Bradley**

To approve the creation of the new course discipline code STAT (Statistics).

**CARRIED  
RECOMMENDED TO SENATE**

Change to course codes from MATH to STAT: MATH 104, 106, 271, 272, 315, 330, 331 (/COMP 331), 350, 402, 420, 430, 431 (/COMP 431), 470, 488

Cross-listing as STAT: MATH 270, 370, 450

**MOTION:**

**S. Brigden/A. Arndt**

To approve the STAT and MATH/STAT course outlines as presented.

**CARRIED  
RECOMMENDED TO SENATE**

Change to program: Mathematics major (BSc)

**MOTION:**

**S. Brigden/C. Forster**

To approve the changes to the Mathematics major (BSc) as presented.

**CARRIED  
RECOMMENDED TO SENATE**

Change to program: Mathematics minor (BSc)

Change to program: Mathematics minor (statistics option) (BSc)

**MOTION:**

**A. Bradley/C. Forster**

To approve the changes to the Mathematics minor (BSc) and Mathematics minor (statistics option) (BSc) as presented.

**CARRIED  
RECOMMENDED TO SENATE**

**5. OTHER BUSINESS/DISCUSSION ITEMS**

**5.1. Program and Course Approval policy**

S. Patridge noted that UEC had approved a previous version of this policy, which has since been extensively revised by an APPC subcommittee. This subcommittee included three UEC members, as well as representatives of other Senate standing committees. APPC is now recommending that UEC approve the revised version. It was noted that although there have been significant revisions, UEC's role in the approval process has not been changed.

E. Harris raised a concern regarding changes to prerequisites and corequisites. When options for students are being expanded, these will be considered minor changes and will not require either Campus-Wide Consultation or UEC approval. This means that an A&R representative will not have the opportunity to advise departments on potential problems with implementation or wording prior to approval. It will be useful to have A&R keep in close contact with Faculty Councils to offer advice on such changes, and both Faculty Councils and deans should be encouraged to check with A&R in these cases.

**MOTION:**

**S. Brigden/M. Bos-Chan**

To approve the revised Program and Course Approval policy as presented, as recommended by APPC.

**CARRIED  
RECOMMENDED TO SENATE**

**5.2. Transfer credit requests**

**5.2.1. Mouat Secondary/Abbotsford Virtual School**

C. Gingerich clarified that this transfer credit request is to be for one year, retroactive to June 2011 and expiring in June 2012.

**MOTION:**

**A. Bradley/R. McLeod**

To approve the following transfer credit request for ICTM, ICTP, ICTS, and YCAIS courses from Mouat Secondary/Abbotsford Virtual School as presented, to expire in 2012:

- ICTM 12 (min. B grade) equivalent to CIS 145 (3 credits)
- ICTP 11 (min. B grade) equivalent to COMP 150 (4 credits)
- ICTP 12 (min. B grade) equivalent to COMP 155 (4 credits)
- ICTS 11 (min. B grade) equivalent to CIS 190 (3 credits)
- YCAIS 1A (min. B grade) equivalent to CIS 192 (4 credits)
- YCAIS 2A & 2B (min. B grade) equivalent to CIS 292 (4 credits)

**CARRIED**

**5.2.2. Robert Bateman Secondary School**

E. Harris noted that the CIS department will be responsible for reviewing this information each year. If there are major changes, these should be brought back to UEC. C. Gingerich agreed that the department will commit to reviewing this annually.

**MOTION:**

**D. Thomson/E. Spalding**

To approve the transfer credit request for MID 11 from Robert Bateman Secondary School as follows (with annual review by the CIS department), to expire in 2015:

- MID 11 Industrial Design (min. B grade) equivalent to CIS 162 (3 credits)

**CARRIED**

**5.3. Subcommittees**

**5.3.1. Policy subcommittee**

The policy subcommittee currently consists of S. Pattridge, M. Bos-Chan, R. McLeod, S. Brigden, and J. English; A. Wiseman and P. Geller will participate as needed. S. Pattridge will chair the subcommittee, and L. Tassone will provide support.

This committee will act only at UEC's request. It will review any policies that are delegated to UEC from Senate, and will provide recommendations to UEC. The committee may also identify policies that are out of date, and ask UEC to recommend a review.

**MOTION:**

**E. Spalding/D. Thomson**

To approve the membership of the policy subcommittee as described above.

**CARRIED**

**MOTION:**

**S. Brigden/A. Arndt**

To ask the subcommittee to investigate and bring a recommendation on the relationship between credits and hours at UFV.

**CARRIED**

**MOTION:**

**D. Thomson/S. Brigden**

To ask the subcommittee to examine the advantages, disadvantages, and options for cross-listing in light of BCCAT's concerns, and recommend how to proceed.

**CARRIED**

### **5.3.2. Transfer subcommittee**

This subcommittee should consist of:

- Associate Registrar
- Two UEC members
- At least two additional faculty (as diverse a representation as possible)
- One advisor

#### **MOTION:**

**S. Brigden/R. McLeod**

To establish a transfer subcommittee to review transfer credit requests.

**CARRIED**

Current membership includes E. Harris, S. Pattridge, J. English, and M. Bos-Chan.

### **5.3.3. Admissions subcommittee**

A Special Admissions subcommittee has previously been created, but as UEC is also responsible for reviewing language policy exceptions, the same subcommittee could handle both types of requests. This subcommittee should consist of:

- Associate Registrar
- Two UEC members
- One International Education representative
- Two additional members, including at least one advisor

Current membership includes E. Harris, M. Bos-Chan, S. MacMath, K. Davies, C. Forster, and J. Hawkins.

#### **MOTION:**

**M. Bos-Chan/S. Brigden**

To change the current Special Admissions subcommittee to the Admissions subcommittee, and add language policy exceptions to this subcommittee's duties.

**CARRIED**

### **5.4. June UEC meeting**

UPAC historically did not meet in June, but as UEC has more on-going business, the committee determined that a June meeting would be desirable. The next meeting will take place on June 22.

## **6. INFORMATION**

### **6.1. Graphic and Digital Design diploma**

Changes to the program requirements for the Graphic Design diploma were proposed at a previous meeting, but were deferred pending approval of related courses. These changes were not brought back to UEC, but were subsequently (erroneously) submitted to Senate for approval. As Senate has approved these relatively minor changes, which UEC has already had an opportunity to review, they are being sent to UEC for information only.

### **6.2. Upgrading and University Preparation**

Discontinued course: MATH 071

**7. ADJOURNMENT**

The meeting was adjourned at 4:01 pm.