

UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

Friday, August 26, 2011
10 am – 12 pm, Room C1429
Abbotsford Campus

DRAFT MINUTES

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**Present:** M. Bos-Chan, A. Bradley, S. Brigden, W. Burton, J. Carroll, D. Freschi, E. Harris, K. Isaac, R. McLeod, S. Pattridge, E. Spalding, D. Thomson, S. Potter

**Absent:** D. Alary, A. Arndt, C. Forster, S. Hardman, R. Khalideen, S. Stegmüller, O. Steyn, S. McMath, B. Whittaker

**Recorder:** A. Grimson

#### 1. APPROVAL OF THE AGENDA

**MOTION:**

To approve the agenda as presented.

E. Spalding/R. McLeod

**CARRIED**

#### 2. APPROVAL OF UPAC AND UEC MINUTES

**2.1.** UPAC draft minutes: May 13, 2011

**MOTION:**

To approve the UPAC draft minutes as presented.

E. Spalding/S. Pattridge

**CARRIED**

**2.2.** UEC draft minutes: May 13, 2011

**MOTION:**

To approve the UEC draft minutes as presented.

E. Spalding/K. Isaac

**CARRIED**

#### 3. COURSE OUTLINES

**3.1. Dental Hygiene**

Course review with changes: DHYG 260

Dental Hygiene has recently indicated that this course requires an additional change to course hours, but the department was not able to confirm the hours prior to the UEC meeting. This item will be deferred to the next meeting.

**MOTION:**

**M. Bos-Chan/E. Spalding**

To approve the course outline for DHYG 260 as presented.

**DEFERRED**

**3.2. Indigenous Peoples Knowledge**

New course: IPK 092, Academic Learning and Indigenous Cultures

New course: IPK 093, Critical Thinking from Indigenous Perspectives

**MOTION:**

**S. Brigden/J. Carroll**

To approve the course outlines for IPK 092 and 093 as amended:

- **IPK 092**

Prerequisites: One of the following: English 10, 11, or 12, Communications 11 or 12, English 12 First Peoples, or equivalent, or UUP department permission (assessment may be required).

Pre or corequisites: ENGL 071

- **IPK 093**

Prerequisites: One of the following: English 11 or 12, English 12 First Peoples, or equivalent, or UUP department permission (assessment may be required).

Pre or corequisites: ENGL 081

**CARRIED**

**3.3. Library and Information Technology**

Change to prerequisites: LIBT 380, 381, 382, 383, 385

**MOTION:**

**K. Isaac/E. Spalding**

To approve the course outlines for LIBT 380, 381, 382, 383, and 385 as presented.

**CARRIED**

**4. OTHER BUSINESS/DISCUSSION ITEMS**

**4.1. English**

Change to program: English minor

**MOTION:**

**D. Thomson/J. Carroll**

To approve the removal of ENGL 111 from the English minor.

**CARRIED**

**4.2. Special Admissions**

As recommended at the May 13, 2011 meeting, Senate has approved the creation of a Special Admissions subcommittee, to be composed of E. Harris, two faculty members of UEC, and one advisor. M. Bos-Can volunteered to sit on the committee, and A. Grimson will ask an advisor to participate. An additional UEC faculty member will also be needed.

E. Harris indicated that, in the absence of ASC, A&R has been dealing with some minor routine approvals, such as students who do not yet have proof of graduation but will have completed all requirements by the start of classes ("option A" special admission). Assuming A&R continues to approve these requests, the Special Admissions subcommittee would likely meet once a month or less to discuss more complicated requests. UEC discussed a motion to have A&R continue to allow conditional admission to students under option A, but felt that the subcommittee should discuss and formally propose such a motion.

**MOTION:**

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

That A&R temporarily continue to allow students admission under option A until the October 28 UEC meeting.

**CARRIED**

**[The remainder of the minutes for this item are in camera.]**

**4.3. UEC Membership composition**

The Senate Governance Committee (SGC) has asked that all Senate standing committees review their current membership composition and submit any suggested changes by mid-November. A. Grimson will maintain a list of suggestions over the next couple of months.

Initial suggestions:

- Include an "or designate" option for all ex-officio positions (with designates specifically identified each year).
- Consider whether some positions are necessary or should be eliminated, such as the staff member position and ex-officio Enrolment Management and Institutional Research positions.
- Consider whether other positions, such as a PLAR representative, should be included.

**4.4. UEC Terms of Reference**

SGC has also asked that standing committees review their terms of reference. UPAC has previously discussed UEC's terms of reference and formulated some suggestions for change. Most of the concerns expressed by UEC members echoed those of UPAC; A. Grimson will distribute UPAC's discussion and suggestions for change.

**4.5. General Framework for Honours Degrees**

Senate has directed UEC to review the honours framework and report back by January 2012. UEC recognized that input should be sought from the Faculty Councils, and discussed presenting the Faculty Councils with a suggested change. Specifically discussed were the following 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

The published framework previously indicated that all four of these requirements should be satisfied, but has recently been corrected to indicate that only one of the four is required (as discussed at the May 13, 2011 UEC meeting). Most existing UFV honours programs satisfy all

four requirements, although some programs use a single additional course to satisfy both b) and c).

It was noted that points b) and c) may not actually be different requirements, as an honours-specific course is likely to be a seminar, thesis, or project course anyway. UEC members also questioned whether d) should be included, or whether an honours-specific course should be required instead. Also discussed was specifying a required minimum number of additional credits; UEC suggested that at least nine credits should be required.

The following suggested change will be presented to the Faculty Councils:

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.

#### **4.6. Pre-UPAC/Pre-UEC consultation**

As UPAC no longer exists, the initial supporting area consultation should no longer be referred to as Pre-UPAC. Although Pre-UEC may not be an ideal name, it is still a more appropriate choice than Pre-UEC.

#### **MOTION:**

**E. Spalding/K. Isaac**

To rename the Pre-UPAC consultation to Pre-UEC, at least until the program and course approval policy review has been completed.

**CARRIED**

### **5. INFORMATION**

#### **5.1. 2011/12 UEC meeting schedule**

#### **5.2. Notice of future agenda items**

- 5.2.1.** Review of UEC policies
- 5.2.2.** Review of official course outline form
- 5.2.3.** Review of UFV's approach to cross-listed courses

### **6. ADJOURNMENT**

The meeting was adjourned at 12:17 pm.