



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

February 28, 2014
10:00 am – A225
Abbotsford Campus

APPROVED MINUTES

PRESENT: M. Bos-Chan, S. Brigden, R. Colwell, H. Compeau, D. Francis, N. Goad, A. Iliev, J. Larsen, S. Manu, S. Marsh, R. McLeod, S. Pattridge, L. Stagg, J. White, M. Wideman, S. Xi
ABSENT: D. Alary, S. Bains, V. Dvoracek, J. English, S. Fisher, S. Hardman, D. McGuire, E. Spalding
GUESTS: C. Gingerich, B. Kirkley, C. Nehring
RECORDER: A. Hoogendoorn

1. APPROVAL OF THE AGENDA

MOTION:

To approve the agenda as presented.

R. McLeod/ L. Stagg

S. Pattridge announced that as per the newly revised UEC terms of reference and membership composition, D. Francis is now the UEC Vice-Chair (University Secretary and Registrar designate, voting member). Additionally, the Director of Teaching and Learning membership has been changed from a non-voting position to a voting position.

2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: January 31, 2014

MOTION:

To approve the draft minutes as amended:

- 3.4: ~~THEA~~ **NURS** 401.
- 5.2: D. Francis stated that ~~BBC~~ **C**CAT and the ministry is in favor of block transfers, so it would make sense to clarify the process.
- 6.5: This structure is consistent with ~~other~~ how other committee membership compositions are structured.

M. Bos-Chan/ R. Colwell

3. COURSE OUTLINES

The following courses are ready for publication following UEC approval.

3.1. Applied Business Technology

Changes including title, calendar description, prerequisites, and total hours per term: ABT 110 and 111

Changes including calendar description, prerequisites, and synonymous courses:

ABT 131

Changes including title, calendar description, prerequisites, synonymous courses, and total hours per term: ABT 133 and 137

Changes including credits, calendar description, prerequisites, synonymous courses, and total hours per term: ABT 135

Changes including calendar description, prerequisites, synonymous courses, and total hours per term: ABT 143

New course: ABT 160, Web-based Business Communications

Changes including calendar description, prerequisites, and synonymous courses: ABT 187

MOTION:

To approve the changes to the Applied Business Technology course outlines as amended:

- ABT 111 learning outcomes:
 - o 5. ~~Develop~~ and Demonstrate self-awareness and self-management skills.
 - o 7. ~~Develop~~ **Demonstrate** conflict-resolution skills and positive working relationships.

S. Brigden/ D. Francis

3.2. Biology

Changes including prerequisites: BIO 415

MOTION:

To approve the changes to the BIO 415 course outline as presented, with a recommendation that the learning outcomes be reconsidered.

R. Colwell/ S. Marsh

M. Wideman pointed out that the BIO 415 learning outcomes should be revised to align with assessments and be more measurable. She volunteered to work with the Biology department to make these changes at a later time.

3.3. Computer Information Systems

Review including changes to calendar description and prerequisites: CIS 110/BUS 160

MOTION:

To approve the changes to the CIS 110/BUS 160 course outlines as presented.

S. Brigden/J. Larsen

There was discussion about the number of seats that are reserved for this course. C. Gingerich explained that the CIS department is currently reviewing this and may possibly make changes to it.

3.4. Theatre

Changes including maximum enrolment: THEA 199

Changes including credits, total hours per term, and maximum enrolment: THEA 290 and 295

Changes including prerequisites and maximum enrolment: THEA 299

MOTION:

To approve the changes to the Theatre course outlines as amended, contingent on a two-year course review of THEA 290 and 295 to investigate the finance model being proposed.

- THEA 199 prerequisites: None. Admission **Enrolment** only by department permission.
- THEA 290 prerequisites: None. Admission **Enrolment** only by department permission.
- THEA 295 prerequisites: None. Admission **Enrolment** only by department permission.
- THEA 299 prerequisites: None. Admission **Enrolment** only by department permission. Note: As of September 2015, prerequisites will change to the following: THEA 199. Admission **Enrolment** only by department permission.

R. Colwell/ S. Marsh

THEA 290 and 295 were changed so that instead of students receiving three credits upon completion, they receive 1 credit. Previously, students did not have to pay tuition for these courses, but now will have to pay tuition for 1 credit because the Theatre department is no longer able to provide these courses without charging tuition. However, students will now be permitted to take these courses multiple times.

There were suggestions to use a different budget model, but it was determined that the current proposal was the best solution. UEC would like THEA 290 and 295 to be reviewed in two years to determine if this model is feasible.

4. PROGRAMS

4.1. Theatre

Changes including entrance and program requirements: Theatre diploma (formerly Theatre Arts diploma)

MOTION:

To recommend the approval of the changes to the Theatre diploma (formerly Theatre Arts diploma) entrance requirements as presented, effective September 2014.

D. Francis/ S. Brigden

MOTION:

To recommend the approval of the changes to the Theatre diploma (formerly Theatre Arts diploma) program requirements as presented, effective September 2014.

L. Stagg/ R. Colwell

It was noted that using a blended final grade for English 12 or an equivalent

course may be confusing, as not all students have a blended final grade. B. Kirkley explained that this practice is consistent with the Bachelor of Arts requirements.

5. OTHER BUSINESS/DISCUSSION ITEMS

5.1. Admissions Subcommittee report

This is no report for this month.

5.2. Transfer Credit Subcommittee report

There is no report for this month.

5.3. Policy Subcommittee report

R. McLeod provided an update on Policy 105. He is working with E. Harris to write a draft version of the policy. When this is complete, it will be presented at UEC.

S. Manu and S. Brigden provided an update on Policy 101 and the proposed changes to the wording of the grading system interpretation. They reviewed the feedback from the policy consultation. Half of the comments agreed that the changes were slightly better, while the other half thought the changes were not an improvement. As there was an overall lack of support for the revision, it was recommended that instead of making changes to the wording of the grading system interpretation, the full policy review should begin so that the larger issues can be addressed.

MOTION:

That UEC recommends to SGC that changing the wording of Policy 101 is not appropriate at this time, but that UEC proceeds immediately with the full policy review.

S. Manu/ S. Brigden

5.4. Course Outline Subcommittee

S. Pattridge noted that while working with the newly revised course outline, a couple of small issues were noticed and corrected. This included enabling track changes and adding a spot to list the publisher for typical text(s) and resource materials.

6. INFORMATION ITEMS

6.1. Minor course changes (outlines will be available at www.ufv.ca/calendar/courseoutlines)

CMNS 212
ENPH 310 and 320
VA 283 and 284

6.2. Course Outline Style Guide

6.3. BCCAT learning outcomes and credit transfer report

6.4. Revised UEC membership composition and terms of reference

7. ADJOURNMENT

As UEC was ending early, S. Pattridge asked UEC members if it would be okay in the future to use extra time to discuss other points of interest or to have speakers give presentations. The feedback from UEC was that it is hard to predict how long a meeting will take and it would be hard to schedule speakers. However, a list of discussion topics can be created, and if time permits, UEC can discuss items from the list. S. Pattridge encouraged UEC members to send topic ideas to the UEC Assistant.

The meeting was adjourned at 11:05am.