



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

December 12, 2014
10:00 AM - C1429
Abbotsford Campus

APPROVED MINUTES

PRESENT: Maria Bos-Chan, Sue Brigden, Rhonda Colwell, Heather Compeau, Darren Francis, Nancy Goad, Shirley Hardman, Arlene Leon, David McGuire, Kate McCulloch, Lisa Moy, Samantha Pattridge, Eric Spalding
ABSENT: Satwinder Bains, Tara Cooper, Vlad Dvoracek, John English, Peter Geller, Anthony Iliev, Stan Manu, Steven Marsh, Rod McLeod, Maureen Wideman, Simon Xi
GUESTS: Avner Bachar, Bruce Kirkley, Sylvie Murray, Corinne Richardson
RECORDER: Amanda Grimson

1. APPROVAL OF THE AGENDA

MOTION:

To approve the agenda as presented.
CARRIED

2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: November 21, 2014

MOTION:

To approve the draft minutes as amended:

- 3. 4: "The course outline for GD 498 will be updated to indicate that it is not a ~~not~~ special topics course."
- CARRIED

3. COURSE OUTLINES

3.1. Biology

Changes including prerequisites: BIO 201, 220

MOTION:

To approve the BIO 201 and 220 course outlines as presented.
CARRIED

3.2. Geography

Discontinuation: GEOG 343, 345, 445

MOTION:

To approve the discontinuation of GEOG 343, 345, and 445 as presented.
CARRIED

3.3. Media Arts

New course: MEDA 100, Introduction to Media Arts

Changes including credits and hours: MEDA 260

Learning outcome #6 for MEDA 100, "Describe and implement some basic strategies for successful group work", should be referenced in the course content section. B. Kirkley (Theatre department head) will add a component to week 2 that refers to teamwork strategies.

MOTION:

To approve the MEDA 100 and 260 course outlines as amended:

- Course content to be revised to include group work.

CARRIED

3.4. Political Science

Discontinuation: POSC 333

MOTION:

To approve the discontinuation of POSC 333 as presented.

CARRIED

3.5. Theatre

Changes including total hours: THEA 101

MOTION:

To approve the THEA 101 course outline as presented.

CARRIED

3.6. Upgrading and University Preparation

Change to prerequisites: ENGL 081

MOTION:

To approve the ENGL 081 course outline as presented.

CARRIED

4. PROGRAMS

4.1. Theatre

Change to entrance requirements: Theatre diploma

MOTION:

To recommend the approval of the changes to the Theatre diploma entrance requirements as presented.

CARRIED

4.2. Adult Education

Change to program name: Workplace Training certificate (formerly Adult Education and Workplace Training certificate)

There was concern that removing "Adult Education" from the title might be misleading, and may give the impression that this is more of an applied certificate than a theoretical one. Although the current title is cumbersome, the rationale for a program name change should include more than just marketing concerns.

C. Richardson (Adult Education program advisor) agreed that "Workplace Education certificate" would meet the needs of the department. UEC felt that this will better represent the program than the proposed "Workplace Training certificate".

MOTION:

To approve the name change of the Adult Education and Workplace Training certificate to the Workplace Education certificate as amended.

CARRIED

4.3. Graphic and Digital Design

Change to program requirements: Graphic and Digital Design extended minor and minor

Due to technical issues, the attachments for this item were not circulated with the agenda. Since the department was not able to be in attendance anyway, this item will be postponed.

MOTION:

To postpone this item to the January 2015 UEC meeting.

CARRIED

4.4. Visual Arts

Change to program requirements: Visual Arts major

MOTION:

To approve the changes to the Visual Arts major program requirements as presented, effective September 2015.

CARRIED

4.5. Social, Cultural, and Media Studies

Change to program requirements: Media Literacy certificate

MOTION:

To approve the changes to the Media Literacy certificate program requirements as amended:

- "9 credits from the list below, including MACS 110, or MACS 130, or both."

CARRIED

4.6. Continuing Education

New program: Records Management Specialist certificate

New course: RM01, Fundamentals of Records Management

New course: RM02, Records Management Classification and Vocabulary

New course: RM03, Records Management Systems

New course: RM04, Digital Age Literacy

New course: RM05, Databases: Access

New course: RM06, Spreadsheets: Excel

New course: RM07, Word-Processing: Word

New course: RM08, Business Communications

New course: RM09, Records Management Practicum

There was concern over use of the word "specialist" in the program title. Similarly, the Public Relations certificate was initially proposed as Public Relations Specialist, and that term was dropped. UEC agreed to approve this as a Records Management certificate. The program title will be updated in all course outlines.

MOTION:

To recommend the approval of the new Continuing Education Records Management certificate as amended.

CARRIED

MOTION:

To approve the Records Management course outlines (RM01, RM02, RM03, RM04, RM05, RM06, RM07, RM08, and RM09) as amended:

- RM01 course outline will indicate that the course is 0 credits
- Program title in prerequisites will be updated to "Records Management certificate"

CARRIED

4.7. Applied and Technical Studies

New program: Automation and Control Systems Technician

New course: AGRI 143, Introduction to Agriculture

New course: EACT 200, Technical Drafting and AutoCAD Applications

New course: EACT 201, Hydraulic and Pneumatic Control Systems

New course: EACT 202, Microprocessors/Microcontrollers and Data Acquisition

New course: EACT 210, Project Management and Occupational Organization

New course: EACT 211, Programmable Logic Controllers

New course: EACT 212, Wiring, Motors, and Actuators

New course: EACT 214, Control Systems

New course: EACT 216, Automation and Control Systems Project

The graduation section of the calendar copy is problematic, as it specifies that students may be able to graduate without meeting all program requirements. The existing second and third paragraphs should be removed; S. Murray will assist in rewriting this section using standard language from other programs.

The entrance requirements will also be re-written in consultation with OReg, to better outline the basic requirements.

There is no program-specific course repetition policy, but A. Bachar (Electronics faculty) indicated that there is no need to limit the number of courses that can be repeated in the program?

The allocation of hours relative to credits for the EACT courses was questioned. A. Bachar indicated that these are based on similar courses offered at other universities and adjusted based on UFV's requirements, but the hours-to-credits allocation is not consistent between the courses. This will be adjusted and submitted to the UEC Screening Subcommittee for final approval.

Additional changes to the course outlines were also discussed:

- EACT 210: prerequisites should include admission to the program or department approval

- AGRI 143 learning outcomes and course content should be revised; calendar description should include field trips

A. Bachar and S. Murray will revise the course outlines and send to the UEC Screening Subcommittee.

MOTION:

To recommend the approval of the new Automation and Control Systems Technician diploma with revisions as suggested.

CARRIED

MOTION:

To approve the new discipline code EACT (Electronics Automation Control Technician) as presented.

CARRIED

MOTION:

To approve the Automation and Control Systems Technician diploma course outlines (EACT 200, 201, 201, 210, 211, 212, 214, 216, and AGRI 143) with the recommended changes, to be submitted to the UEC Screening Subcommittee for final approval.

CARRIED

5. OTHER BUSINESS/DISCUSSION ITEMS

5.1. Admissions Subcommittee report

There was no report from this subcommittee.

5.2. Transfer Credit Subcommittee report

This subcommittee has met to review procedures, but has not had any other business.

5.3. Policy Subcommittee report

This subcommittee has not yet met.

6. ADJOURNMENT

6.1. The meeting was adjourned at 11:50 am.