



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

May 22, 2015
10:00 AM - A225
Abbotsford Campus

APPROVED MINUTES

PRESENT: Sue Brigden, Rod McLeod, Steven Marsh, John English, Peter Geller, Rhonda Colwell, Shirley Hardman, Stan Manu, Nancy Goad, Darren Francis, Lisa Moy, Arlene Leon, Sylvie Murray, Theresa Mulder
ABSENT: Maria Bos-Chan, Vlad Dvoracek, Samantha Pattridge, Eric Spalding, Heather Compeau, Satwinder Bains, Simon Xi, David McGuire, Anthony Iliev, Maureen Wideman, Kate McCulloch
GUESTS: Jill Bain, Kevin DeWolde, Wayne Henry
RECORDER: Amanda Grimson

1. APPROVAL OF THE AGENDA

MOTION:

To approve the agenda as amended.
CARRIED

2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: April 24, 2015

MOTION:

To approve the draft minutes as presented.
CARRIED

3. COURSE OUTLINES

3.1. Art History

Review with changes including prerequisites: AH 312, 321, 330

MOTION:

To approve the AH course outlines as amended:

- AH 321: "Confederate" changed to "Confederation" in calendar description and learning outcomes
- AH 321 learning outcome #1: "articulate knowledge of **discuss** the social..."

CARRIED

3.2. Business Administration

New course: BUS 378

New course: BUS 379

New course: BUS 477

MOTION:

To approve the new BUS course outlines as presented.
CARRIED

3.3. Health Studies

Changes including credits, title, and total hours: NURS 104

Changes including credits, title, prerequisites, and total hours: NURS 105

Changes including credits, prerequisites, and total hours: NURS 106

Changes including credits, title, and total hours: HSC 116

The typical structure of hours for NURS 104 and 105 includes a large number of hours (48 and 30, respectively) as "other contact hours". N. Goad (Health Studies representative) indicated that these should be identified as "case-based learning".

The second learning outcome for NURS 104 ("Explore family as context") was questioned. Some potential changes were discussed, but it was agreed that the revision could be submitted to the UEC Screening Subcommittee for final approval.

MOTION:

To approve the NURS 105, NURS 106, and HSC 116 course outlines as amended:

- NURS 105: "Other contact hours: case-based learning"

CARRIED

MOTION:

To approve the NURS 104 course outline as amended, pending revision of learning outcome #2 and approval by the UEC Screening Subcommittee:

- "Other contact hours: case-based learning"

CARRIED

3.4. Philosophy

Review with changes including title and course number: PHIL 412 (formerly PHIL 312)

MOTION:

To approve the PHIL 412 course outline as amended:

- PHIL 312 will be listed as the former course number in the equivalent courses section
- Transfer credit is not being requested; this section will be updated

CARRIED

4. PROGRAMS

4.1. Geography

Change to program requirements: Geography Honours, major, major concentrations, minor, and extended minor

Change to program requirements: Physical Geography Honours and major

It was noted that some of the credit totals are incorrect; these will be fixed as editorial changes.

MOTION:

To approve the changes to the Geography Honours, major, major concentrations, minor, and extended minor program requirements as presented.
CARRIED

MOTION:

To approve the changes to the Physical Geography Honours and major program requirements as presented.
CARRIED

4.2. Business Administration

Change to program requirements: BBA Human Resource Management option and Organizational Studies concentration

MOTION:

To approve the changes to the Bachelor of Business Administration Human Resource Management option and Organizational Studies concentration as presented.
CARRIED

4.3. Biology

Change to program requirements: Biology major concentrations

MOTION:

To approve the changes to the Biology major Pre-Medicine/Pre-Veterinary concentration and Ecology and Biology of Organisms concentration as presented.
CARRIED

4.4. Philosophy

Change to program requirements: Philosophy major and minor

MOTION:

To approve the changes to the Philosophy major program requirements as presented.
CARRIED

MOTION:

To approve the changes to the Philosophy minor program requirements as presented.
CARRIED

5. OTHER BUSINESS/DISCUSSION ITEMS

5.1. Election of Chair for 2015/16

R. McLeod accepted a nomination to continue as Chair. There being no further nominations, he was acclaimed as Chair of UEC for the 2015/16 academic year.

5.2. Procedures for Policy 21

Revised procedures were distributed prior to the meeting; some additional editorial changes were also made. Changes include:

- Inclusion of the Indigenous Studies Curriculum Committee as an additional step for applicable courses.
- Time limits for proposals to be submitted to UEC following Campus-Wide Consultation (CWC): eight months for new courses, major course changes, and minor program changes, and 12 months for major program changes.
- As per APPC's revised Terms of Reference, most major program changes will not require APPC approval.
- Major program changes required to be at CWC for two weeks rather than four weeks.
- Revisions to Concept Paper approval process.
- Removal of CWC from new program approval process, and inclusion of internal consultation at an earlier stage.

MOTION:

To approve the revised Procedures for the undergraduate program and course approval process.

CARRIED

5.3. Policy Subcommittee report

MOTION:

To approve the Policy Subcommittee Terms of Reference as presented.

CARRIED

5.4. Admission policy consultation

There were no comments on this policy.

5.5. Course review dates

UEC typically looks at all areas of a course outline when changes are submitted, even if a full review was not done. This has led to some confusion as to whether the review date should also be updated, as well as some frustration from departments who only wish to change one section of the outline.

It was suggested that the memo template could include a checkbox to indicate whether the course review date should be changed. If not, changes to other sections of the outline could be suggested for the full course review, rather than required by UEC. However, if all areas of the outline are not subject to review, UEC will need to trust that the course review dates are being adhered to. This should be under the charge of the deans.

5.6. Admissions Subcommittee report

There was no report from this subcommittee.

5.7. Curriculum Quality Subcommittee report

There was no report from this subcommittee.

5.8. Transfer Credit Subcommittee report

There was no report from this subcommittee.

6. INFORMATION ITEMS

6.1. UEC meeting dates for 2015/16

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

ENGL 071, 091, 104, 209, 216, 309, ~~311~~ 331, 323, 335
LING 101, ~~102~~ 202

6.3. Computer Information Systems

Discontinuation: Animation Arts certificate

Discontinuation: CISCO Networking and Network Security certificate

Discontinuation: CIS certificate - Web Design and Animation option

Discontinuation: Professional Computer Proficiency certificate

7. ADJOURNMENT

The meeting was adjourned at 12 pm.