



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

October 30, 2015
10:00 AM – B133
Abbotsford Campus

APPROVED MINUTES

PRESENT: Donna Alary, Maria Bos-Chan, Sue Brigden, Rhonda Colwell, Heather Compeau, Vlad Dvoracek, John English, Nancy Goad, Shirley Hardman, Arlene Leon, Stan Manu, David McGuire, Kate McCulloch, Sylvie Murray, Samantha Patridge, Kirsten Robertson, Eric Spalding

ABSENT: Darren Francis, Peter Geller, Steven Marsh, Rod McLeod, Lisa Moy, Maureen Wideman, Simon Xi

GUESTS: Jeff Chizma, Maple Melder-Crozier

RECORDER: Amanda Grimson

1. APPROVAL OF THE AGENDA

MOTION:

To approve to agenda as amended:

- Addition of item 4.5, Regulations for program combinations

CARRIED

2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: October 2, 2015

MOTION:

To approve the draft minutes as presented.

CARRIED

3. COURSE OUTLINES

3.1. Physics

Changes including pre/corequisites: PHYS 321

Changes including prerequisites and course content: ENPH 310

Changes including course content: ENPH 320

MOTION:

To approve the ENPH and PHYS course outlines as presented.

CARRIED

3.2. Child, Youth, and Family Studies

Changes including prerequisites: CYC 210, 220, 268, 340, 341, 410, 423, 425, 467, 468, 469

Some revisions to the learning outcomes were suggested and accepted by the department. The lab hours and "other contact hours" was also questioned; these are actually seminar hours, and will be listed as such.

MOTION:

To approve the CYC course outlines as amended:

- CYC 220 learning outcome #1 will be split into two
- CYC 220 learning outcome #3: "Evaluative" will be changed to "Evaluate"
- CYC 340 prerequisites: "PSYC 250 or equivalent **instructor's permission**"
- CYC 467 learning outcome #1: "demonstrate and ability to" will be deleted
- All lab hours and other contact hours will be changed to seminar hours

CARRIED

4. OTHER BUSINESS/DISCUSSION ITEMS

4.1. Curriculum Quality Subcommittee report

This subcommittee was formed following the 2014 UEC retreat. The subcommittee has wide representation, and has come up with a draft of guiding principles for curriculum. This was presented to UEC for initial feedback, and will eventually be sent out institution-wide.

Suggestions included the following:

- The document's title should be "Guiding Principles of Curriculum".
- Accessibility: people often do not realize that their material may not be accessible, and some examples may help. Support materials should include examples from specific disciplines of how to address accessibility.
- Flexibility: this could include recognition of study abroad as meaningful credit.
- Rigour: how is this defined? Is it different from meeting external standards set by DQAB or external agencies? Should these standards be the "minimum" while we strive for excellence?
- Scaffolding: what does this mean? Support materials should include examples of a well-scaffolded program.
- Course curriculum flexibility with respect to due dates: is this meant to imply that students can choose their due dates? The intent is to accommodate different learning styles; support materials should expand on this point.
- Acronyms (i.e. ILOs and PLAR) should be spelled out.

S. Murray will take the suggestions back to the subcommittee.

4.2. Admissions Subcommittee report

There was no report from this subcommittee.

4.3. Transfer Credit Subcommittee report

There was no report from this subcommittee.

4.4. Policy Subcommittee report

This subcommittee is working on several policies. Policy 105 (Assignment of Course Credit) is almost ready to be sent back to the Senate Governance Committee (SGC). Policy 101 (Grading System) is being worked on, and may be sent out institution-wide for another round of feedback. Policy 99 (English Language Proficiency Requirement) is also being reviewed at the request of

SGC. The working group has not yet reported back to the Policy Subcommittee; this policy will likely come to UEC's December meeting.

4.5. Regulations for program combinations

S. Murray (Program Development Coordinator) presented the following proposed revised regulations for combinations within a degree, along with comparable regulations at other institutions (for the purposes of these regulations, "minor" is understood to include extended minors):

Regulations for Major-Minor, Double Major, Double Minors and Other Combinations

It is generally possible to combine two or more programs of study within a single degree. The following combinations are common; all require completion of a minimum of 44 or 45 upper-level credits.

- **Major-minor programs:** consist of the major requirements of one subject and the minor requirements of another subject within the framework of a single degree.
- **Double-major programs:** consist of the major requirements of each of two subjects within a single degree.
- **Double-minor programs:** consist of the minor requirements of each of two subjects within a single degree.

Combined programs require that the minimum upper-level requirements of each program be separately satisfied. Even if a course is common to the content requirements of two programs, it may only be counted towards the upper-level requirements of one of the programs. In such cases, course substitutions towards upper-level credit of the other program(s) must be approved by the relevant program chair(s).

Programs may be combined within a faculty or in many cases across faculties.

All general requirements of one degree must be satisfied.

A single degree will be awarded selected by the student in consultation with advising.

A combined program may require more than 120 credits of total course work.

Double-counting of credits was discussed in depth, and some potential revisions were suggested. In particular, it was noted that although upper-level courses cannot be double-counted, the implication is that lower-level courses could be double-counted. If this is the case, perhaps it should be explicitly stated. Perhaps there should also be a specific limit on the number of courses that can be double-counted.

It was also suggested that the following advice be added to the regulations: "Students wishing to complete a double major should consult with an academic advisor as early as possible."

S. Murray will bring revisions back to UEC.

5. INFORMATION ITEMS

5.1. Minor course changes (outlines will be available at www.ufv.ca/calendar/courseoutlines)
GEOG 396/SOC 396/GDS 310
GEOG 398/SOC 398/GDS 311

5.2. Kinesiology and Physical Education department name changed to Kinesiology department

5.3. Procedures for Program Suspension

6. ADJOURNMENT

6.1. The meeting was adjourned at 11:30 am.