



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

April 25, 2025
10:00 AM - A225
Abbotsford Campus

APPROVED MINUTES

PRESENT: Donna Alary, Michael Batu, Chris Campbell, Joy Enyinnaya, Samantha Hannah, Claire Hay, Bobby Jaswal, Dana Landry, Carolyn MacLaren, Stan Manu, David McGuire, Lisa McMartin, Sylvie Murray, and Susan Stoneson
ABSENT: Afeef Alam, Thais Amorim, Rhonda Colwell, Vlad Dvoracek, Shirley Hardman, Amber Johnston, David Johnston, Pavandeep Judge, Allyson Jule, Selena Karli, Cindy Schultz, and Shel Stefan
GUESTS: Avril Alfred, Leanne Joe, Jessica Pulko
RECORDER: Amanda Grimson

1. APPROVAL OF THE AGENDA

2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: March 28, 2025

MOTION:

To approve the draft minutes as presented.

CARRIED

3. COURSES AND PROGRAMS

3.1. Continuing Education

New program: Medical Lab Assistant certificate

This is a non-credit certificate program developed by Continuing Education. It was suggested that an additional program learning outcome be included that speaks to the UFV context and reflects the cultural diversity on S'ólh Téméxw.

MOTION:

To recommend approval of the Medical Laboratory Assistant certificate as amended:

- Course titles for MLA 03 and 04 will be corrected
- A program outcome centering the program at UFV and the local area will be added to further align with ILOs

CARRIED

New course: MLA 01, Professionalism and Cultural Competency

New course: MLA 02, Anatomy and Physiology

New course: MLA 03, Laboratory Safety and Infection Control

New course: MLA 04, Laboratory Fundamentals

New course: MLA 05, Specimen Procurement

New course: MLA 06, Pre/Post Laboratory Analysis

New course: MLA 07, Introduction to Electrocardiography

New course: MLA 08, Practicum Orientation

New course: MLA 09, Practicum

The inclusion of "attendance and participation" in the evaluation section of the course outlines was discussed, along with the importance of ensuring that participation is tied to learning outcomes and active engagement.

Note: Continuing Education confirmed after the meeting that this statement should be removed. This is not assessed separately, and if a student does not attend and engage with the material, they will not be able to achieve the required passing grade.

MOTION:

To approve the new course code MLA (Medical Laboratory Assistant).

CARRIED

MOTION:

To approve the MLA course outlines as amended:

- MLA 01 learning outcome #10 changed to "Explain one's professional commitment to upholding..."
- MLA 02 learning outcome #2: "analyze" will be changed to a more accurate verb for this course.
- MLA 03 learning outcome #8: "Obtain a certificate in First Aid CPR Level C" will be rephrased as a learning outcome.
- MLA 04 learning outcome #4 changed to "Prepare specimen slides."

CARRIED

4. OTHER BUSINESS/DISCUSSION ITEMS

4.1. UEC Terms of Reference

Changes to the Terms of Reference were last approved by Senate in October 2024. The committee did not have suggestions for additional changes at this time.

4.2. UEC Liaison reports

There were no reports.

4.3. Policy Subcommittee report

Work has begun on a draft micro-credentials policy, and continues on the Subsequent and Concurrent Bachelor Degree policy (98), Credentials policy (64), and Course Credits policy (105).

4.4. APPC report

The committee reviewed PDQA's report to Senate on program development in progress and recommended the Social Innovation certificate for approval.

4.5. Senate report

All program items recommended by UEC were approved.

4.6. Senate Teaching and Learning Committee report

The committee discussed proposed revisions to the Instructional Responsibilities policy (46), which is currently in the consultation stage. The STLC working group is continuing to work on defining holistic assessment.

5. INFORMATION

5.1. 2024/25 UEC membership

5.2. Program suspensions and discontinuations

Discontinued: Latin American Studies extended minor

Discontinued: Digital Manufacturing diploma

6. ADJOURNMENT

The meeting was adjourned at 10:44 am.