

BA Program Committee Terms of Reference

1. Name of Committee

Bachelor of Arts Program Committee

2. Members

Voting members:

a. Five faculty members elected from the College of Arts Council, two of whom will represent the Humanities (Communications, English, History, Modern Languages, Philosophy), two will represent the Social Sciences (Criminology, Economics, Geography, Political Science, Psychology, Social, Cultural and Media Studies), and one will represent the Creative Arts (Graphic Design, Fashion Design, Visual Arts, Theatre)

Nominations will be called annually at least two weeks prior to the March meeting of the CAC. Members will be elected at the April meeting of the CAC. (Initially, under this structure, nominations and elections will take place before the first meeting in September.)

The term of office shall be two years. To create a staggered rotation of membership, no more than three faculty positions will be elected in a single year. (For the initial term under this structure, two faculty positions, identified by random draw, will be one-year terms in order to facilitate continuity.)

In the event of vacancies, new members will be elected by CAC, with a call for nominations circulated at least one week prior to the election. Replacements shall serve the remainder of the term.

b. The Director of Arts Advice (or designate)

c. The Dean of Arts (or designate) who will serve as chair

Non-voting members:

a. The Program Development Coordinator

The BAPC may invite other guests, such as the Senior Advisor for Indigenous Affairs, or representatives from Student Services, the Library, or the Writing Centre.

3. Purpose

The committee ensures that the curricula of the BA degree program, the Associate of Arts degrees (AA), and the Liberal Arts Diploma (LAD) are of high quality, meeting UfV standards for depth, breadth, and consistency. The committee also ensures that issues relating to the BA, AA, and LAD are presented to the College of Arts Curriculum Committee, or appropriate Senate standing committee, in a timely manner. The BAPC ensures that calendar

copy is accurate, clear, and up-to-date. It receives requests for alternatives and amendments to admission and general requirements. It also has the power to initiate review of admissions and general requirements and related policies. It will forward recommendations to the appropriate committees including CACC and designated Senate committees. It will receive recommendations from the BA Task Force on renewing the UFV BA curriculum and on implementing degree-level changes.

4. Responsibilities

The BAPC reports to the Dean of Arts and the College of Arts Curriculum Committee (CACC), and will make regular reports on any matters which require attention.

The BAPC advises the CACC on the following matters:

- a. Changes in the requirements for the BA degree, AA degrees, LAD, and related certificates
- b. Substantive or major changes to admission criteria and graduation requirements
- c. Changes required in calendar copy
- d. Additional items referred to the BAPC by CACC and other committees

6. Governance

BAPC is represented at CACC by the Director of Arts Advice. Meetings of BAPC will be held on Friday afternoons in Week One of the meeting schedule as required, with the first meeting occurring early in the fall semester. Alterations to the meeting schedule will be proposed as required by the Chair.

Decisions will be made on the basis of a simple majority, and quorum will be 50% plus one.