

UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

Friday, December 16, 2011
10 am – 12 pm, Room **C1429**
Abbotsford Campus

APPROVED MINUTES

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**Present:** A. Arndt, M. Bos-Chan, A. Bradley, S. Brigden, W. Burton, J. Carroll, C. Forster, S. Hardman, E. Harris, R. McLeod, E. Spalding, D. Thomson

**Absent:** D. Alary, D. Freschi, K. Isaac, R. Khalideen, S. Pattridge, S. Stegmüller, O. Steyn, S. MacMath, S. Potter, B. Whittaker

**Guests:** R. Anderson, V. Bolan, H. Compeau, V. Dvoracek, C. Richardson, H. Telford

**Recorder:** A. Grimson

#### 1. APPROVAL OF THE AGENDA

**MOTION:**

**C. Forster/E. Spalding**

To approve the agenda as amended:

- 3.9, Teacher Education:
  - Review with changes: EDUC 432 423
- 3.11, Visual Arts:
  - Review with changes including title and prerequisites: VA 372
  - Review with changes including title and hours and prerequisites: VA 471

**CARRIED**

#### 2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: November 25, 2011

**MOTION:**

**E. Spalding/S. Brigden**

To approve the draft minutes as amended:

- M. Bos-Chan will be listed as present rather than absent
- 5.1, Continuance policy was deferred to a future meeting

**CARRIED**

#### 3. COURSE OUTLINES

W. Burton indicated that she had serious concerns with the process for course approval. The large number of items coming through Pre-UEC and UEC can be overwhelming, and makes careful consideration of each course impossible.

E. Harris noted that there were potential issues with the Theatre practicum courses as proposed. In particular, other areas should be aware that students may get credit for several practicums, and may want to consider limitations on the number of times these can be applied toward a credential. S. Brigden also suggested that Theatre may want to consider using completely different numbers for the various roles that a student might perform (lighting, set design, etc.). The Theatre department will be notified that there are concerns, and asked to attend a future UEC meeting to address them.

**MOTION:**

**J. Carroll/E. Spalding**

To approve the following course outlines as presented, with the exception of POSC 410 and THEA 199, 290, 295, 299, 399, and 499.

**ABSTENTIONS: 1  
CARRIED**

The Political Science department proposed discontinuing the existing POSC 410 and replacing it with a new course using the same number. Re-using a number often causes problems with equivalency and transfer, however this course has not been articulated for transfer (either in-coming or out-going), and only two students have received credit for it since its introduction in 2003.

**MOTION:**

**S. Brigden/M Bos-Chan**

To approve the new course outline for POSC 410, including re-use of an existing course number, as presented.

**CARRIED**

**3.1. Biology**

Review with changes: BIO 470/CRIM 470

Review with changes including prerequisites: BIO 320, 430

Review with changes including hours: BIO 406

**3.2. Criminology and Criminal Justice**

New course: CRIM 216, Psychopathy and the Criminal Justice System

New course: CRIM 440, Terrorism

New course: CRIM 441, Prostitution in Canada

New course: CRIM 442, Mental Disorder and Crime

Review with changes: CRIM 310, 330, 335, 411, 412, 416, 417, 421, 450, 480

Review with changes including prerequisites: CRIM 311

Review with changes including credits and hours: CRIM 320

Review with changes including title: CRIM 410

Review with changes including synonymous courses: CRIM 415

**3.3. Fashion Design**

Change to course hours: FD 382, 384

**3.4. Health Sciences**

New course: DHYG 229, Oral Pathology II (combination of existing DHYG 226 and 227)

Change to corequisites: DHYG 261

**3.5. History**

New course: HIST 316, Violence and War in the West: A Cultural History

Review with changes including title, prerequisites, and number: HIST 419 (formerly HIST 317)

**3.6. Mathematics**

Review with changes including prerequisites, title, and hours: MATH 470

**3.7. Political Science**

New course: POSC 305, Government and Politics in British Columbia

New course: POSC 365, Global Security

New course: POSC 410, Seminar in Canadian Politics (and request to reuse existing number)

**3.8. Social, Cultural, and Media Studies**

Review with changes including prerequisites and new cross-listing: MACS 369/JRNL 369

**3.9. Teacher Education**

Review with changes: EDUC 421, 422, 432, 424, 425

Revisions including course credits and hours: EDUC 447, 454, 460

**3.10. Theatre**

New course: THEA 290, Theatre Practice: Small Ensemble

New course: THEA 295, Theatre Practice: Large Ensemble

Revisions including title: THEA 199, 299, 499

Revisions including title and prerequisites: THEA 399

**3.11. Visual Arts**

Review with changes including course number: VA 251 (formerly VA 151)

Review with changes including title and prerequisites: VA 372

Review with changes including title and hours: VA 471

Review with changes including title, hours, and prerequisites: VA 472

**4. PROGRAMS**

**4.1. Biology**

Change to program: Biology Honours

**MOTION:**

**A. Arndt/S. Brigden**

To approve the changes to the Biology Honours entrance requirements as presented.

**CARRIED**

**RECOMMENDED TO SENATE**

**4.2. Fashion Design**

Changes the program: Fashion Design diploma

E. Spalding questioned whether the number of required garments and reference letters should be specified. C. Richardson indicated that the department send students information on the number of garments they should provide and the type of work that must be demonstrated (pocket, zipper, button, etc.), but that this can be flexible based on other factors. (For example,

students with less experience may be able to provide samples of work but not finished garments.) Three reference letters are generally required.

**MOTION:**

**C. Forster/M. Bos-Chan**

To approve the changes to the Fashion Design diploma entrance requirements as presented.

**CARRIED**

**RECOMMENDED TO SENATE**

There was some discussion about the sentence requiring students to submit official transcripts from each institution attended, "whether or not they have completed courses there". The department feels that it can be helpful to see if a student has taken part of a relevant course (drafting, etc.) at another institution; the program does not include a minimum GPA in previously-taken courses, so incomplete courses will not hurt a student's application. The second part of the sentence is redundant however, and can be removed.

**MOTION:**

**E. Spalding/C. Forster**

To approve the changes to the Fashion Design diploma entrance requirements as presented.

**CARRIED**

**4.3. History**

Change to program: History major

**MOTION:**

**E. Spalding/J. Carroll**

To approve the changes to the History major as presented.

**CARRIED**

**4.4. Upgrading and University Preparation**

Discontinuation of program: Literacy Tutor certificate

**MOTION:**

**S. Brigden/M. Bos-Chan**

To approve the discontinuation of the Literacy Tutor certificate as presented.

**CARRIED**

**RECOMMENDED TO SENATE**

**4.5. Visual Arts**

Change to program: Certificate in Extended Studies in Visual Arts

**MOTION:**

**E. Spalding/S. Brigden**

To approve the changes to the Certificate in Extended Studies in Visual Arts as presented.

**CARRIED**

**4.6. Health Sciences**

Renewal of agreement: LPN entry to BSN program

E. Harris noted that the transfer credit policy dictates that any transfer decision will expire after five years.

**MOTION:****E. Spalding/J. Carroll**

To approve the renewal of the LPN access agreement for entry into the BSN program as presented, effective from September 2011 to May 2016.

**CARRIED****4.7. Economics**

New program: Economics major

There was some discussion regarding UEC's role in approving a program. UEC is not responsible for ranking proposals against one another or considering the budget implications, but rather for checking that a program meets a certain standard and determining whether it is "educationally viable".

W. Burton questioned a statement in the proposal regarding indigenizing the program. V. Dvoracek clarified that there are two separate issues related to this: indigenizing the content of the program, and attracting indigenous learners. This can be clarified in the proposal as it goes forward. S. Brigden suggested that an indigenous angle be highlighted when this is submitted to DQAB.

W. Burton also suggested that the department explore offering all of its courses online, or at least include a statement that students will develop online skills over the course of the program.

UEC members had additional suggestions for courses that Economics may wish to consider including eventually, such as a quantitative research course and CMNS 420 (communicating in virtual teams).

V. Dvoracek will make some minor changes to the proposal prior to Senate.

**MOTION:****D. Thomson/C. Forster**

To approve the new Economics major for the Bachelor of Arts degree as presented.

**CARRIED****RECOMMENDED TO SENATE****4.8. Communications**

Change to program: Communications minor

**MOTION:****J. Carroll/E. Spalding**

To approve the changes to the Communications minor requirements as amended:

- "Four upper-level ~~Communications~~ **CMNS** courses, one of which must be a 400-level course."

**CARRIED**

Change to program: Introduction to Journalism certificate

**MOTION:****C. Forster/S. Brigden**

To approve the addition of MACS 369/JRNL 369 as an optional course in the Introduction to Journalism certificate as presented.

**CARRIED**

Change to program: Professional Communication Essentials certificate

**MOTION:**

**C. Forster/E. Spalding**

To approve the changes to the Professional Communication Essentials certificate requirements as presented.

**CARRIED  
RECOMMENDED TO SENATE**

**4.9. Trades**

Change to program: Aircraft Structures Technician certificate

**MOTION:**

**S. Brigden/M. Bos-Chan**

To approve the changes to the Aircraft Structures Technician certificate entrance requirements as presented.

**CARRIED  
RECOMMENDED TO SENATE**

**5. OTHER BUSINESS/DISCUSSION ITEMS**

**5.1. Honours framework**

There was some confusion at Senate regarding UEC's proposed revisions to the Honours framework, and Senate requested that UEC review and re-submit the recommendations. Some of the confusion may have been due to how the recommendations were presented, so a revised version was included in the UEC agenda package. Additional feedback from faculty and Senate members was also presented to the committee.

One of the concerns raised at Senate was whether an Honours program should necessarily require more time to complete. However, UEC members felt that the discussion should focus on the credits required for an Honours designation, not the length of time, particularly since students have the choice of taking additional courses each semester. The committee agreed that an Honours designation should be an indicator that additional coursework has been completed, and felt that an additional 9-12 credits was appropriate.

UEC recognized the need for flexibility so that departments can design an Honours program that makes sense within their discipline, but also saw the need to maintain a minimum standard across the institution. Some minor changes to the previously-proposed requirements will be made to clarify UEC's intentions.

**MOTION:**

**J. Carroll/A. Bradley**

To recommend that Senate approve the following Honours requirements:

1. Minimum CGPA of 3.33 (B+) required for admittance to an honours program. Departments may set a higher CGPA requirement.
2. Honours programs must contain additional academic requirements to a corresponding major as specified by the department. These requirements will consist of completion of an additional 9 to 12 credits that include completion of upper-level educational activities such as an honours course, seminar, thesis, or project. Students should be aware of the pre-requisites for the above criteria and plan accordingly.

3. Students who fail to meet the graduation requirements for an honours degree, but do make the requirement for the corresponding non-honours degree program, would be awarded the non-honours degree.

**CARRIED**  
**RECOMMENDED TO SENATE**

## **5.2. UEC Terms of Reference and membership composition**

### Terms of Reference

There were some concerns that the Terms of Reference as proposed are too broad and create a committee that is unwieldy, particularly since UEC has not been able to get through the entire agenda for the last two meetings. Part of the problem seems to be that UEC has had to take on some of ASC's role in addition to that of UPAC.

Overall, UEC members felt that although it may not be feasible to carry out all of the duties in the proposed Terms of Reference, they should be accepted for the time being. It may be necessary to make additional changes in the future, but this will allow the committee to move forward. It was noted that the alternative is to continue to operate under the existing Terms of Reference, which are even more unwieldy.

### **MOTION:**

**S. Brigden/J. Carroll**

To recommend that Senate revise the UEC Terms of Reference as presented.

**OPPOSED: 1**

**CARRIED**

**RECOMMENDED TO SENATE GOVERNANCE COMMITTEE**

### Membership composition

Proposed changes from the Senate Governance Committee (SGC) included the addition of one (voting) faculty member, and not specifying the type of staff member. SGC was not in favour of moving positions such as the University Secretary and Registrar (or designate) from non-voting to voting, and questioned why UEC had proposed the elimination of ex-officio positions. UEC members felt that it would be best to accept SGC's recommendations as presented.

### **MOTION:**

**D. Thomson/E. Spalding**

To recommend that Senate revise the UEC membership composition as presented.

**ABSTENTION: 1**

**CARRIED**

**RECOMMENDED TO SENATE GOVERNANCE COMMITTEE**

## **5.3. Special admissions**

### **MOTION:**

**S. Brigden/C. Forster**

That A&R continue to temporarily allow students admission under option A until April 30, 2012.

**CARRIED**

## **5.4. Transfer credit**

This item was deferred to a future meeting.

**5.5. Course outline subcommittee**

This item was deferred to a future meeting.

**5.6. Course hours of instruction**

This item was deferred to a future meeting.

**6. INFORMATION**

**6.1. Political Science**

Discontinued courses: POSC 270, 410

**6.2. Upgrading and University Preparation**

Discontinued courses: TUTR 110, 120, 130, 140, 145

**6.3. Notice of future agenda items**

**6.3.1. Credit values**

**7. ADJOURNMENT**

The meeting was adjourned at 12:19 pm.