



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

September 28, 2012
10 am – Room A225
Abbotsford Campus

APPROVED MINUTES

PRESENT: S. Bains, M. Bos-Chan, R. Colwell, H. Compeau, J. English, S. Fisher, S. Hardman, E. Harris, J. Larsen, R. McLeod, S. Pattridge, E. Spalding, L. Stagg, O. Steyn, S. Manu, D. Waslewsky, S. Xi
ABSENT: D. Alary, S. Brigden, W. Burton, V. Dvoracek, S. Marsh
GUESTS: T. Anzai, C. Dahl, N. Klassen
RECORDER: A. Grimson

1. ELECTION OF CHAIR

- 1.1. S. Fisher nominated S. Pattridge for the position of Chair for 2012/13. S. Pattridge indicated that she would be willing to accept the nomination.

MOTION:

MOTION: To accept S. Pattridge as Chair of UEC for 2012/13.

S. Fisher/E. Spalding

2. APPROVAL OF THE AGENDA

MOTION:

MOTION: To approve the agenda as presented.

R. McLeod/E. Spalding

3. APPROVAL OF UEC MINUTES

3.1. UEC draft minutes: August 24, 2012

MOTION:

To approve the draft minutes as amended:

- 3.1, Trades and Technology, discussion of AGRI 310: "should include a specific number of courses credits."

E. Spalding/R. Colwell

4. COURSE OUTLINES

4.1. **Biology**

New course: BIO 315, Equine Biology

A note will be added to the course description indicating that students with BIO 420E cannot take this course for further credit.

MOTION:

To approve the new BIO 315 course outline as presented.

E. Spalding/R. McLeod

4.2. Chemistry

New course: CHEM 325, Inorganic Chemistry Laboratory

Changes to credits, total hours, and course content (removal of lab): CHEM 321

Changes to credits, total hours, and course content (removal of lab): CHEM 421

There were some concerns about the proposed changes to CHEM 321 and 421, and the new CHEM 325.

One particular concern was the direction that students "should" take CHEM 325 with one of the other courses, rather than requiring it as a pre/corequisite. UEC suggested that it might be appropriate to list CHEM 325 as a pre/corequisite for both CHEM 321 and 421, but did not want to make that change without consulting the department.

There were also some questions about how the equivalencies would work for students who may have taken one of the previous versions of CHEM 321 or CHEM 421, and it was suggested that a change to the course number might be appropriate.

These courses were deferred, and the department will be asked to address the concerns.

4.3. Geography

Review with changes: GEOG 346

Changes including new cross-listing as GDS: GEOG 340/GDS 340

Review with changes including prerequisites: GEOG 402

Review with changes including prerequisites and total hours: GEOG 470

Revisions: GDS 100

A note will be added to the course description for GEOG 346 indicating that students with BIO 420E cannot take this course for further credit. It was also noted that the evaluation includes 50% for evaluations, although it is more common for mid-term and final exam values to be listed separately. The department will be asked if they would like to amend the evaluation as an editorial change.

MOTION:

To approve the Geography course outlines as amended:

- Correction of typo in GEOG 470 interim prerequisites: "...included in the 20 60 credits."

E. Spalding/R. Colwell

4.4. Indigenous Studies Centre

New cross-listed course: IPK 444/ANTH 444/SOC 444, Indigenous Methodologies

New cross-listed course: IPK 477/BIO 477, Traditional Ecological Knowledges

New course: IPK 486, Worldviews of Indigenous Peoples in North America

Revisions including prerequisites, total hours, and new cross-listing as POSC:
IPK 331/POSC 336

It was noted that IPK 331 is a pre-existing course, and is sequential with IPK 332. As POSC 331 already exists, IPK 331 is being cross-listed as POSC 336.

MOTION:

To approve the IPK course outlines as presented.

S. Fisher/E. Spalding

4.5. Mathematics and Statistics

Changes including prerequisites and total hours: MATH 440

MOTION:

To approve the MATH 440 course outline as presented.

E. Spalding/J. Larsen

4.6. Visual Arts

Review with changes: VA 180

Review with changes including title and prerequisites: VA 371

The textbooks for VA 180 seem outdated, and will be updated to the most recent available.

MOTION:

To approve the Visual Arts course outlines as presented.

E. Spalding/R. Colwell

5. PROGRAMS

5.1. Chemistry

Change to program: Chemistry minor

This change has already been made in the Biology Honours and major, the Bachelor of Science degree, and all Mathematics majors, minors, and extended minors.

MOTION:

To approve the addition of MATH 118 as an alternative in the Chemistry minor as presented.

L. Stagg/J. Larsen

5.2. English

Change to programs: English majors, extended minor, and minor

MOTION:

To approve the changes to the English major English Literature, Creative Writing, Drama, and Writing and Rhetoric concentrations as presented.

E. Spalding/R. Colwell

MOTION:

To approve the changes to the English extended minor and minor as presented.

E. Spalding/R. McLeod

5.3. Geography

Change to programs: Physical Geography major and Honours

It was noted that GEOG 250 has never been offered, so removing it as an alternative will not impact students.

MOTION:

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

R. McLeod/E. Spalding

Change to programs: Geography Honours, major (no concentration and International Studies concentration), and extended minor

MOTION:

To approve the removal of GEOG 250 as an alternative in the Geography Honours, major (no concentration), major (International Studies concentration), and extended minor as presented.

R. Colwell/L. Stagg

5.4. Fine Arts

Change to program: Bachelor of Fine Arts: addition of Co-op option

MOTION:

To approve the addition of a Co-operative Education option to the Bachelor of Fine Arts as presented.

R. Colwell/J. Larsen

6. OTHER BUSINESS/DISCUSSION ITEMS

6.1. Undergraduate Course and Program Approval policy

Some additional changes to the revised policy were suggested:

- "Clarification of calendar copy" should be removed from the list of minor program changes, as these do not need to go through the approval process.
- Definitions: "minor changes" should be changed to "minor program change".
- Timing: "minimum of 2 weeks" for minor program changes should be changed to "1-4 weeks".
- Dean's approval should be moved so that it does not have to happen prior to CWC, as some Deans are finding this to be cumbersome and unnecessary; the Deans should be given more flexibility to decide where in the process they approve various items.

MOTION:

To approve the revised Undergraduate Course and Program Approval policy as amended.

E. Spalding/M. Bos-Chan

6.2. Short programs

C. Dahl presented some information on the development of short programs, which include any credentials less than a degree, such as A or B certificates and diplomas. The ministry does not currently provide standards for these programs that are comparable to those for undergraduate degree programs. Without set criteria, it can be difficult to evaluate the merits of new program proposals.

Other challenges related to short programs frequently include a lack of marketing, and difficulty in finding out who the students are (and whether they are successful) since many of these programs are completion certificates only.

C. Dahl proposed that UEC strike an ad-hoc UEC subcommittee to study/review/consider the issue of short programs (within UEC's terms of reference). C. Dahl, J. English, S. Bains, O. Steyn, and S. Hardman volunteered to participate on the committee; other members will be added as the subcommittee deems appropriate. Suggestions for additional members included W. Burton (Teaching and Learning), D. Thompson (chair of the Certificate committee), someone from Continuing Studies, and a representative from each faculty.

MOTION:

To establish an ad-hoc Short Programs Subcommittee to address the challenges facing short programs and to clarify the institutional expectations of them; to report to UEC and to be recommended to APPC and Senate.

R. McLeod/S. Fisher

6.3. Transfer subcommittee

This subcommittee hasn't met since the last UEC meeting. E. Harris felt that it would be useful to have another member on the committee, particularly someone experienced with articulated transfer, such as a former ASC member or an advisor.

MOTION:

That the Transfer Subcommittee identify and invite an additional member.

S. Fisher/R. McLeod

6.4. Policy subcommittee

The Policy Subcommittee recently discussed the following items:

Course credits and how they are assigned

The subcommittee has started the paperwork for revising this policy, and has identified a process that they intend to recommend to SGC. This will be a major

policy revision, with high stakes for a number of stakeholders throughout the institution (budgetary implications at a number of levels, etc.).

Cross-listing

This has not been extensively discussed yet; A. Wiseman will prepare a survey to find out how other institutions approach this.

Class size

The collective agreement stipulates that the maximum class size is 36, with any other number determined by the deans. This is not a UEC issue.

6.5. Course approval process: Delegation of authority from Senate to UEC

MOTION:

To request that Senate delegate the authority to approve new courses and course changes to UEC.

M. Bos-Chan/E. Spalding

7. INFORMATION ITEMS

7.1. Rules for the conduct of business: Update to attendance section

7.2. Trades and Technology

Professional Cook program: Addition of apprenticeship program

8. ADJOURNMENT

The meeting was adjourned at 11:36 am.