![University of the Fraser Valley logo]

UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

January 31, 2014
10:00 am – A225
Abbotsford Campus

APPROVED MINUTES

PRESENT: M. Bos-Chan, R. Colwell, H. Compeau, J. English, S. Fisher, D. Francis, N. Goad, A. Iliev, S. Manu, D. McGuire, R. McLeod, S. Pattridge, J. White

ABSENT: S. Bains, S. Brigden, V. Dvoracek, S. Hardman, J. Larsen, S. Marsh, E. Spalding, L. Stagg, M. Wideman, A. Wiseman, S. Xi

GUESTS: T. Anzai, T. Cooper, C. Forster, K. Jager, B. Kirkley, V. Krahn, S. Murray, T. Piper, A. Prevost

RECORDER: A. Hoogendoorn

1. APPROVAL OF THE AGENDA

MOTION:
To approve the agenda as amended:

- 4.9: ~~Continuing Studies~~ <mark>Applied Business Technology</mark>

S. Fisher/ M. Bos-Chan

2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: December 13, 2013

MOTION:
To approve the draft minutes as presented.

R. Colwell/ M. Bos-Chan

3. COURSE OUTLINES

The following courses are ready for publication following UEC approval.

3.1. History

Changes including cross-listing new LAS 358 course: HIST 358/LAS 358, African Slavery in the Americas

MOTION:
To approve the new cross-listing of the HIST 358 and LAS 358 course outlines as presented.

R. McLeod/ M. Bos-Chan

In a wider discussion about UFV's practice of cross-listing, D. Francis explained that he has received feedback from BCCAT that cross-listed courses cause problems in its transfer system. He suggested that UEC evaluate the institution's

practice of cross-listing and determine if this is having a negative impact on students.

D. Francis pointed out that the Registrar's Office is currently participating in a transcript study, which should provide more information on the practice of cross-listing.

3.2. Physics

Review including changes to calendar description and pre or corequisites: PHYS 231
Review including changes to calendar description and prerequisites: PHYS 311
Changes including calendar description, prerequisites, and pre or corequisites: PHYS 351, 455
Changes including course number, title, calendar description, prerequisites, corequisites, pre or corequisites, and synonymous courses: PHYS 402 (formerly PHYS 302)
Review including changes to calendar description: PHYS 451
Review including changes to calendar description, prerequisites, and corequisites: PHYS 458

MOTION:
To approve the changes to the Physics course outlines as presented as amended:

- PHYS 455-Interim prerequisites: (A course involving PDE's such as one of (PHYS 222, PHYS 381,or CHEM 322) and (a course involving thermodynamics, such as one of (PHYS 231 or PHYS 311, PHYS 381, or CHEM 222) and (a course involving quantum mechanics, such as one of (PHYS 252, PHYS 351, or CHEM 322) and (a course involving vectors, such as one of MATH 152, MATH 211, or PHYS 221). Note: As of May 2015, prerequisites will change to the following: (PHYS 231) and (PHYS 351).

M. Bos-Chan/ A. Iliev

3.3. Theatre

New course: THEA 203/ENGL 233, History of Theatre and Drama: Antiquity to 1642
New course: THEA 204/ENGL 234, History of Theatre and Drama: 1642 to 1914
Changes including title and prerequisites: THEA 215
New course: THEA 301/ENGL 365, History of Theatre and Drama: 1914 to the present
New course: THEA 316, Special Topics in Acting and Performance
Changes including title, calendar description, prerequisites, and total hours per term: THEA 360
Changes including calendar description and prerequisites: THEA 490

MOTION:
To approve the changes to the Theatre course outlines as amended:

- THEA 215 prerequisites: THEA 112 or audition. Note: As of September 2015,

~~prerequisites will change to the following:~~ <mark>THEA 111 with a minimum grade of B or THEA 112.</mark>

H. Compeau/ R. McLeod

3.4. Health Sciences

<u>Changes including credits, calendar description, and total hours per term</u>: NURS 104, NURS 106, NURS 211, and NURS 401
<u>Changes including calendar description and total hours per term</u>: NURS 403

MOTION:
To approve the changes to the Nursing course outlines as amended:

* <mark>NURS</mark> 401- learning outcome 11: ~~Consider~~ <mark>Explore</mark> the needs of specific populations within the community.

N. Goad/ M. Bos-Chan

3.5. Criminology

<u>New course</u>: CRIM 403, Advanced Studies in Youth Crime and Justice

MOTION:
To approve the new CRIM 403 course outline as presented.

R. Colwell/ M. Bos-Chan

3.6. Modern Languages

<u>Changes including prerequisites</u>: FREN 342
<u>Changes including calendar description and total hours per term</u>: GERM 101 and GERM 102
<u>New course</u>: SPAN 280, Spanish Practicum I
<u>New course</u>: SPAN 380, Spanish Practicum II

MOTION:
To approve the changes to the French and German course outlines as presented.

R. Colwell/ S. Fisher

MOTION:
To approve the new Spanish course outlines as amended:

* SPAN 280:
  * renumbered to SPAN 380.
  * Student evaluation: <mark>Credit for this course is awarded on a credit or no credit basis.</mark>
  * Calendar description: <mark>Note: Students cannot take SPAN 380 and SPAN 381 concurrently.</mark>
* SPAN 380
  * renumbered to SPAN 381

- o Student evaluation: <mark>Credit for this course is awarded on a credit or no credit basis.</mark>
- o Calendar description: <mark>Note: Students cannot take SPAN 380 and SPAN 381 concurrently.</mark>

CARRIED
Abstentions: 1

M. Bos-Chan/ S. Fisher

SPAN 280 and 380 both have the same prerequisites, but one is a 200-level course and the other is a 300-level course. T. Piper explained that students are not required to take SPAN 280 before SPAN 380. SPAN 280 has 120 hours and is worth 3 credits, whereas SPAN 380 has 240 hours and is worth 6 credits. The amount of time that a student spends immersed in the language reflects the level of learning.

It was agreed that both of these courses should be 300-level courses because they do not need to be taken in a predetermined order, credit can be obtained for both courses, and the high amount of overlap between the learning outcomes.

3.7. Visual Arts

<u>New course</u>: GD 303, Dynamic Media II: Storytelling
<u>New course</u>: GD 375, Packaging
<u>New course</u>: GD 498, Directed Study in Graphic and Digital Design I
<u>New course</u>: GD 499, Directed Study in Graphic and Digital Design II

MOTION:
To approve the new Graphic Design course outlines as presented.

M. Bos-Chan/ S. Fisher

3.8. Mathematics and Statistics

<u>New course</u>: MATH 368, Operations Research

MOTION:
To approve the new MATH 368 course outline as presented.

M. Bos-Chan/ R. Colwell

4. PROGRAMS

4.1. Mathematics and Statistics

<u>Change to program requirements</u>: Mathematics minor (Statistics option) in Science

MOTION:
To approve the changes to the Mathematics minor (Statistics option) in Science program requirements as presented, effective September 2014.

M. Bos-Chan/ S. Manu

4.2. Visual Arts

Change to program requirements: Visual Arts diploma (residency policy)
Change to program requirements: Visual Arts major (declaration policy)
Change to program requirements: Graphic and Digital Design diploma
Change to program requirements: Graphic and Digital Design extended minor

MOTION:
To recommend the approval of the addition of the residency policy to the Visual Arts diploma as presented, effective September 2014.

M. Bos-Chan/ N. Goad

MOTION:
To recommend the approval of the changes to the Visual Arts major declaration policy as presented, effective September 2014.

M. Bos-Chan/ R. Colwell

MOTION:
To approve the changes to the Graphic and Digital Design diploma program requirements as presented, effective September 2014.

R. McLeod/ M. Bos-Chan

MOTION:
To recommend the approval of the addition of the residency policy to the Graphic and Digital Design diploma as presented, effective September 2014.

M. Bos-Chan/ R. McLeod

MOTION:
To recommend the approval of the changes to the Graphic and Digital Design extended minor program requirements as presented, effective September 2014.

M. Bos-Chan/ J. White

4.3. Fine Arts

Change to program requirements: Bachelor of Fine Arts degree

MOTION:
To recommend the approval of the changes to the Bachelor of Fine Arts degree declaration policy as presented, effective September 2014.

M. Bos-Chan/ R. McLeod

4.4. Arts

Change to program requirements: Liberal Arts diploma
Change to program requirements: Associate of Arts degree

MOTION:
To approve the addition of GEOG 103 as a laboratory science requirement option for the Liberal Arts diploma as presented, effective September 2014.

M. Bos-Chan/ R. Colwell

MOTION:
To approve the addition of GEOG 103 as a laboratory science requirement option for the Associate of Arts degree as presented, effective September 2014.

R. Colwell/ S. Fisher

4.5. Modern Languages

<u>Change to program requirements</u>: Intermediate certificate in Spanish
<u>Change to program requirements</u>: Advanced certificate in Spanish

MOTION:
To approve the changes to the Intermediate certificate in Spanish program requirements as presented, effective September 2014.

R. McLeod/ S. Fisher

MOTION:
To approve the changes to the Advanced certificate in Spanish program requirements as presented, effective September 2014.

S. Fisher/ R. Colwell

4.6. Criminology/Criminal Justice

<u>Change to entrance and program requirements</u>: Bachelor of Arts (Criminal Justice) degree
<u>Change to entrance and program requirements</u>: Criminal Justice diploma

MOTION:
To recommend the approval of the changes to the Bachelor of Arts (Criminal Justice) degree entrance requirements as presented, effective September 2015.

R. Colwell/ R. McLeod

MOTION:
To recommend the approval of the changes to the Bachelor of Arts (Criminal Justice) degree program requirements as amended, effective September 2014:

- Upon acceptance to the Bachelor of Arts (Criminal Justice) program and in accordance with B.C. Government's Criminal Record Review Act, UFV requires all students to complete a criminal record check through the Ministry of Public Safety and Solicitor General. students will be required to complete a criminal record check. In accordance with the B.C. Government's Criminal Record Review Act, UFV requires all School of Criminology and Criminal Justice students to complete

~~a criminal record check through the Ministry of Public Safety and Solicitor General.~~ For clarification and more details, please visit the Ministry of Public Safety and Solicitor General's website.

M. Bos-Chan/ R. Colwell

MOTION:
To recommend the approval of the changes to the Criminal Justice diploma entrance requirements as presented, effective September 2014.

CARRIED
Abstentions: 1

M. Bos-Chan/ N. Goad

MOTION:
To recommend the approval of the changes to the Criminal Justice diploma program requirements as amended, effective September 2014:

- Upon acceptance to the Criminal Justice diploma program ==and in accordance with B.C. Government's Criminal Record Review Act, UFV requires all students to complete a criminal record check through the Ministry of Public Safety and Solicitor General.== ~~students will be required to complete a criminal record check.~~
~~In accordance with the B.C. Government's Criminal Record Review Act, UFV requires all School of Criminology and Criminal Justice students to complete a criminal record check through the Ministry of Public Safety and Solicitor General.~~ For clarification and more details, please visit the Ministry of Public Safety and Solicitor General's website.

CARRIED
Abstentions: 1

R. Colwell/ M. Bos-Chan

There was discussion about the different selection processes within the Bachelor of Arts (Criminal Justice) degree entrance options. The university entrance option is selective, whereas the high school option is not. It was pointed out that this may appear to be an unfair process.

C. Forster explained that this practice has been in place for a long time. To admit high school students into the program on a competitive basis presents an administrative issue as high school grades arrive late and interim grades are not done anymore.

4.7. Health Sciences

Change to entrance requirements: Health Care Assistant certificate

MOTION:
To recommend the approval of the changes to the Health Care Assistant certificate entrance requirements as amended, effective September 2015:

- The Test of English as a Foreign Language (TOEFL): test must be within the last two years, IBT only – Overall score of ~~76~~ 88 with no score lower than 20 in Speaking and Listening and no score lower than 20 in Reading and Writing.
- Canadian Language Benchmark Placement Test (CLB PT): test must be within the last six months: Listening ~~7~~ 8, Speaking ~~7~~ 8, Reading ~~6~~ 8, and Writing ~~6~~ 8
- Canadian English Language Proficiency Index Program (CELPIP): Academic or General – Aggregate score of 4~~L~~H or better, with 4~~L~~H or better in Speaking and Listening and ~~34~~H or better in Reading and Writing
- International English Language Testing System (IELTS): Academic or General – test must be within the last two years: Overall score of 6 with a minimum of ~~6~~ 6.5 in Speaking and Listening and no score lower than ~~5.5~~ 6 in Reading and Writing.
- Canadian Academic English Language Assessment (CAEL): Overall Score of ~~60~~ 70, with no section less than 50.

N. Goad/ H. Compeau

4.8. **Social Work and Human Services**

<u>Change to entrance and program requirements</u>: Bachelor of Social Work degree

MOTION:
To recommend the approval of the changes to the Bachelor of Social Work degree entrance requirements as presented, effective September 2015.

 R. McLeod/ R. Colwell

MOTION:
To recommend the approval of the changes to the Bachelor of Social Work degree program requirements as amended, effective September 2014:

- Graduate requirements:
    o 1. 60 credits of ~~1st~~ 100- and ~~2nd year~~ 200-level courses:
    o 2. 60 credits of ~~3rd~~ 300- and ~~4th year~~ 400-level courses:
        ▪ 6 credits of ~~3rd~~ 300- and ~~4th year~~ 400-level qualifying Arts & Science electives
        ▪ 54 credits of ~~3rd~~ 300- and ~~4th year~~ 400-level SOWK courses

R. Colwell/ M. Bos-Chan

The calendar copy for the Bachelor of Social Work degree does not specify any program paths that should be taken before entry into the program. V. Krahn pointed that although this information could be helpful to students, there are a variety of courses that students can select, as long as the entrance requirements are met. It was suggested that in the future, it would be helpful to students to make program path suggestions in the calendar copy.

4.9. ~~Continuing Studies~~ **Applied Business Technology**

<u>Change to program requirements</u>: Applied Business Technology certificate

MOTION:
To approve the changes to the Applied Business Technology certificate program requirements as presented, effective September 2014.

R. McLeod/ R. Colwell

5.   OTHER BUSINESS/DISCUSSION ITEMS

5.1.   Undergraduate Course and Program Approval policy (21) proposed changes

MOTION:
To approve the changes to the revised draft of the Undergraduate Course and Program Approval policy (21) to be sent out for consultation.

M. Bos-Chan/ R. Colwell

The proposed changes to the Undergraduate Course and Program Approval policy (21) will be sent out for a 30-day consultation.

5.2.   Block Transfer Agreement

MOTION:
To approve the proposed block transfer agreement from the Okanagan College Diploma in Writing and Publishing to the UFV Bachelor of Arts English major, Creative Writing concentration as presented, effective September 2014 to September 2020.

M. Bos-Chan/ R. Colwell

Currently, no process exists that specifies a block transfer approval process. Typically, departments make these types of decisions. However, this can be problematic as departments may not always have the institutional background to make decisions that can potentially impact the whole institution. Since this is a large block transfer agreement, both the English and Communications departments decided it would be beneficial for UEC to provide some oversight.

There was a suggestion that as the Transfer Credit policy is currently under review, a process for approving block transfer agreements should be written into the policy. D. Francis stated that BCCAT and the ministry is in favor of block transfers, so it would make sense to clarify the process.

5.3.   Transfer Credit Subcommittee report

There is no report for this month.

5.4.   Admissions Subcommittee report

There is no report for this month.

5.5.   Policy Subcommittee report

S. Manu reported that the group working on the revisions to Policy 101 plans to discuss the feedback that was received during the consultation.

R. McLeod reported that the UEC Policy Subcommittee will be working with E. Harris to develop a draft version of Policy 105 that can be sent out for consultation.

5.6. Course Outline Subcommittee report

SGC determined that UEC has the authority to approve and implement the new course outline form and that it does not need to go to Senate for approval. Information will be sent out to the UFV community, informing departments that the new course outline is ready for implementation. The expectation at the March UEC meeting is that all new and revised courses should be on the new course outline form.

6. INFORMATION ITEMS

6.1. Minor course changes (outlines will be available at www.ufv.ca/calendar/courseoutlines)

ENGL 099

6.2. Automotive Apprenticeship program

Level 2, line E ITA-mandated change

6.3. Welding Level C, Level B, and Level A

6.4. Heavy Duty/Commercial Transport certificate

6.5. UEC Membership Composition

SGC has recommended to Senate that instead of moving to a Co-Chair structure, UEC should instead have a voting faculty member as Chair, and the University Secretariat and Registrar (or designate) as the Vice-Chair (voting member). This structure is consistent with ~~other~~ how other committee membership compositions are structured.

6.6. Rules for the Conduct of Business review

6.7. UEC Terms of Reference

Addition of: 10. Provide annual reports to Senate.

7. ADJOURNMENT

This meeting was adjourned at 12:08pm.