



## UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

September 26, 2014  
10:00 AM - A225  
Abbotsford Campus

### APPROVED MINUTES

---

**PRESENT:** Maria Bos-Chan, Rhonda Colwell, Tara Cooper, Darren Francis, Nancy Goad, Shirley Hardman, Anthony Iliev, Arlene Leon, Steven Marsh, David McGuire, Samantha Pattridge, Eric Spalding, Simon Xi  
**ABSENT:** Satwinder Bains, Sue Brigden, Heather Compeau, Vlad Dvoracek, John English, Peter Geller, Stan Manu, Kate McCulloch, Rod McLeod, Lisa Moy, Maureen Wideman  
**GUESTS:** Karen Cooper, Ian McAskill, Sylvie Murray, Steven Schroeder  
**RECORDER:** Amanda Grimson

#### 1. APPROVAL OF THE AGENDA

**MOTION:**

To approve the agenda as presented.

CARRIED

#### 2. APPROVAL OF UEC MINUTES

##### 2.1. UEC draft minutes: August 29, 2014

**MOTION:**

To approve the draft minutes as presented.

CARRIED

#### 3. COURSE OUTLINES

##### 3.1. Computer Information Systems

New course: COMP 382, Languages, Computation, and Machines

Changes including corequisites and pre/corequisites: CIS 270

A concern was raised about the currency of the textbooks listed for COMP 382, which have publication dates of 2008 and 2006. I. McAskill (CIS interim department head) indicated that the publishing cycle for texts in this area is longer than normal, and the instructor will bring currency to the course.

There was also a concern regarding the inclusion of MATH 225 in the prerequisites for COMP 382, as MATH 225 is rarely offered. Until this course is offered more often as part of the proposed Computing Science major, waivers may need to be given on a regular basis. In this case, the department and the instructor will consider how the course should be altered to accommodate students that do not have the required prior knowledge.

**MOTION:**

To approve the COMP 382 and CIS 270 course outlines as presented.

CARRIED

#### 4. PROGRAMS

##### 4.1. Bachelor of Science

Change to program: BSc Honours, major, and minor declaration requirements

The "minimum 30 credits" will include transfer credits.

**MOTION:**

To recommend the approval of the changes to the declaration policy for Bachelor of Science Honours, majors, and minors as presented, effective January 2015.  
CARRIED

##### 4.2. Continuing Education

New course: PR 01, Fundamentals of Public Relations

New course: PR 02, Social Media and Digital Citizenship

New course: PR 03, Storytelling that Matters: Public Speaking

New course: PR 04, Ask and Answer: Skills for Interviews

New course: PR 05, Writing for the Internet

New course: PR 06, Impression Management: Influencing your Public Image

New course: PR 07, Persuasive Messaging

New course: PR 08, Visual Communications

New course: PR 09, Copyright and Legal Issues

New course: PR 10, Building a Media Kit

New course: PR 11, Employment Messaging

New course: PR 12, Marketing 21 Century Style

New course: PR 13, Practicum

**MOTION:**

To approve the new course designation PR (Public Relations).  
CARRIED

**MOTION:**

To approve the new PR Continuing Education courses as presented.  
CARRIED

New program: Public Relations certificate

Concerns were raised about the proposed "Future Study" section of the calendar copy, which specifies that students who complete the certificate with greater than 80% in all courses will be considered for a course substitution for CMNS 212 and two lower-level CMNS electives. S. Pattridge (Communications department head) clarified that the intention is primarily to recognize that students who complete this certificate will be able to meet the learning outcomes for CMNS 212. This will be presented as an exemption rather than a course substitution.

Additional minor amendments were suggested and accepted by S. Pattridge and S. Murray (Program Development Coordinator).

**MOTION:**

To recommend the approval of the new Public Relations certificate as amended:

- Change "professor" to "associate professor" in all instances.

- Program Learning Outcomes: "Work within ethical guidelines to participate as a digital and global citizen."
- Update "How to apply" section of calendar copy in consultation with OReg.
- Future Study: "...will be considered for a course substitution exemption for CMNS 212 and two lower-level CMNS electives."

CARRIED

#### 4.3. Peace and Conflict Studies

New course: PACS 100, Introduction to Peace and Conflict Studies

New course: PACS 200, Conflict Analysis and Peacebuilding in the Fraser Valley

New course: PACS 310, Conflict Transformation

New course: PACS 390, Conflict Analysis and Peacebuilding Directed Study

New course: PACS 391, Conflict Analysis and Peacebuilding Field Work

New course: PACS 400, Conflict Analysis and Peacebuilding Seminar

The inclusion of 90 university-level credits in the prerequisites for PACS 390 and 391 was questioned, particularly since these are 300-level courses. S. Murray indicated that these are capstone courses and are intended to be taken at the end of the program, but agreed that the prerequisites could be reduced to 60 credits.

The second learning outcome for PACS 390 ("Additional specific learning outcomes will be determined by the professor, depending on the content of the study") was identified as problematic and too broad. It was also noted that some textbook examples should be included. This is not intended to be run as a special topics course. This outline will be revised and resubmitted to UEC.

#### **MOTION:**

To approve the new course designation PACS (Peace and Conflict Studies).

CARRIED

#### **MOTION:**

To approve the new PACS course outlines as presented.

DEFEATED

#### **MOTION:**

To approve PACS 100, 200, 310, 391, and 400 as amended:

- PACS 391 prerequisites: "9060 university-level credits including..."

CARRIED

New programs: Peace and Conflict studies major and minor

Questions were raised regarding the treatment of JIBC courses. It was suggested that additional language be included to ensure that completion of these courses is recorded by UFV. S. Murray will provide a revised proposal for submission to APPC.

#### **MOTION:**

To recommend the approval of the new Peace and Conflict Studies major and minor for the Bachelor of Arts as presented.

CARRIED

## **5. OTHER BUSINESS/DISCUSSION ITEMS**

### **5.1. Approved Grade 12 courses**

The UEC Admissions Subcommittee has approved this change and submitted it to UEC for approval.

#### **MOTION:**

To recommend the approval of the addition of Comparative Civilizations 12 and Calculus 12 to the list of Approved Grade 12 courses as presented.

CARRIED

### **5.2. Short Program Subcommittee report**

The Short Programs Subcommittee submitted their work for initial consultation with UEC. In particular, the subcommittee's draft "Non-Degree Credential Chart" was discussed. Some of the proposed changes include new credential classifications (associate certificates and advanced certificates), and a distinction between a "Statement of completion" and a "Statement of attendance".

Discussion included the following points:

- Potential confusion between associate certificates and associate degrees.
- "Intermediate certificate" suggested as an alternative to associate certificate.
- Associate degrees should be included in the non-degree credential chart.
- Potential addition of post-degree diplomas between post-degree certificates and graduate certificates.

### **5.3. Transfer Credit Subcommittee report**

There was no report from this subcommittee.

### **5.4. Policy Subcommittee report**

There was no report from this subcommittee.

### **5.5. Review of Standing Committees of Senate**

A. Grimson will clarify what is being requested by SGC and bring this back in October.

### **5.6. Election of subcommittee members**

Admissions Subcommittee  
Transfer Credit Subcommittee  
Policy Subcommittee

Due to time constraints, this item will be discussed at the October meeting. The subcommittees will continue with current membership until then.

**5.7. UEC retreat summary**

The creation of a Curriculum Quality Subcommittee will be discussed at the next meeting.

**MOTION:**

To accept the UEC retreat summary as presented.

CARRIED

**6. INFORMATION ITEMS**

**6.1. New memo templates**

International Education representatives D. McGuire and S. Xi noted that the memo template for new courses asks about indigenizing, but perhaps should also ask that consideration be given to internationalizing or "interculturalizing" the curriculum.

These templates will be brought back to the next meeting for additional discussion.

**6.2. Minor course changes**

GEOG 201, 202, 319

**7. ADJOURNMENT**

The meeting was adjourned at 12:09 pm.