



## UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

February 26, 2016  
10:00 AM - A225  
Abbotsford Campus

### APPROVED MINUTES

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**PRESENT:** Donna Alary, Gurbir Brar, Sue Brigden, Rhonda Colwell, Heather Compeau, John English, Nancy Goad, Arlene Leon, Stan Manu, Steven Marsh, Rod McLeod, Samantha Patridge, Kirsten Robertson, Maureen Wideman, Simon Xi, Jody Gordon, Sylvie Murray  
**ABSENT:** Maria Bos-Chan, Vlad Dvoracek, Peter Geller, Shirley Hardman, David McGuire, Kate McCulloch, Lisa Moy, Eric Spalding  
**GUESTS:** Tara Gibb, Seonaigh MacPherson, Michael Maschek, Michelle Rhodes, Corinne Richardson, Frank Ulbrich, Alisa Webb  
**RECORDER:** Amanda Grimson

#### 1. APPROVAL OF THE AGENDA

#### 2. APPROVAL OF UEC MINUTES

##### 2.1. UEC draft minutes: January 29, 2016

**MOTION:**

To approve the minutes as presented.

CARRIED

#### 3. COURSES AND PROGRAMS

##### 3.1. Biochemistry: Course outlines

New course: BIOC 404, Biomembranes

Changes including title and prerequisites: CHEM 422

It was noted that the last learning outcome for BIOC 404 was problematic as it included how the learning would be evaluated (through an oral presentation) and because it could potentially be discriminatory for students who are unable to give oral presentations. The department will be asked if the suggested revision is acceptable; if not, the course will be brought back to UEC.

**MOTION:**

To approve the BIOC 404 and CHEM 422 course outlines as amended:

- BIOC 404 learning outcome #8: "~~Deliver an oral presentation based on analysis of~~ **Analyze** recent research literature"

##### 3.2. Communications: Course outlines

Review with changes including title: CMNS 235

Changes including title and prerequisites: CMNS 335

Some revisions to the learning outcomes for CMNS 235 were suggested and agreed to by the department.

**MOTION:**

To approve the CMNS 235 and 335 course outlines as amended:

- CMNS 235 learning outcome #1: "Demonstrate credibility as a speaker through the use of research and personal experience"
- CMNS 235 learning outcome #4: "Demonstrate effective use of Use nonverbal techniques"

CARRIED

**3.3. Economics: Course outlines**

New course: ECON 199, Selected Topics in Economics

**MOTION:**

To approve the ECON 199 course outline as presented.

CARRIED

**3.4. History: Course outlines**

Changes including title: HIST 235, 236

**MOTION:**

To approve the HIST 235 and 236 course outlines as presented.

CARRIED

**3.5. Political Science: Course outlines**

Review with changes including prerequisites: POSC 320

Review with changes including title and prerequisites: POSC 330

**MOTION:**

To approve to POSC 320 and 330 course outlines as presented.

CARRIED

**3.6. Adult Education: Course outlines**

New course: ADED 215, Foundations of e-Learning

New course: ADED 415, Facilitating e-Learning

Discontinuation: ADED 200 and 441

**MOTION:**

To approve the ADED 215 and 415 course outlines as presented.

CARRIED

**MOTION:**

To approve the discontinuation of ADED 200 and 441 as presented.

CARRIED

**3.7. Adult Education: Program changes**

Change to program requirements: Bachelor of Arts (Adult Education)

It was noted that with these changes, students could complete the degree without taking a writing course.

Upper-level non-ADED electives, currently only mentioned in a note, will be included more prominently in the calendar copy.

**MOTION:**

To recommend approval of the changes to the Bachelor of Arts (Adult Education) program requirements as presented, effective September 2016.

CARRIED

**3.8. Biology: Course outlines**

Changes including title and prerequisites: BIO 201

Changes including prerequisites: BIO 220

Review with changes including title and prerequisites: BIO 401

Changes including prerequisites: BIO 408, 409

**MOTION:**

To approve the BIO course outlines as presented.

CARRIED

**3.9. Biology: Program changes**

Changes to program: Biology major, Ecology and Biology of Organisms concentration

**MOTION:**

To approve the changes to the Biology major, Ecology and Biology of Organisms concentration program requirements as presented, effective September 2016.

CARRIED

**3.10. Geography and the Environment: Course outlines**

Changes including prerequisites: GEOG 340/GDS 340

**MOTION:**

To approve the GEOG 340/GDS 340 course outline as presented.

CARRIED

**3.11. Geography and the Environment: Program changes**

Change to entrance requirements: Indigenous Maps, Films, Rights, and Land Claims certificate

Students will no longer have the choice to switch between letter grades and credit/no credit, but will be locked into one grade mode at the time of admission.

There were questions about the statement that "in some circumstances, applicants may be asked, or have the option, to follow up their letter of intent with an interview with the instructors". This statement will be clarified.

**MOTION:**

To recommend approval of the change to the Indigenous Maps, Films, Rights, and Land Claims certificate entrance requirements as amended, effective September 2016:

- Note regarding interviews in #2 will be revised to: "Note: If the instructors have questions about the applicant, or if the applicant would like more information about the program, a follow-up interview may be requested."

CARRIED

**3.12. Graphic and Digital Design: Course outlines**

New course: GD 281, Applied Photography and Video

**MOTION:**

To approve the GD 281 course outline as presented.  
CARRIED

**3.13. Graphic and Digital Design: Program changes**

Change to program requirements: Graphic and Digital Design diploma

**MOTION:**

To approve the changes to the Graphic and Digital Design diploma program requirements as presented, effective September 2016.  
CARRIED

**3.14. School of Business: Course outlines**

New course: BUS 384, Data-Driven Business Decisions

New course: BUS 385, Developing a Digital Presence

Changes including title and prerequisites: BUS 247

Changes including title: BUS 440

Revisions: BUS 434/ECON 434

The prerequisite of BUS 100 for BUS 384 and BUS 440 was questioned. F. Ulbrich (School of Business Director) noted that in order to analyze data in a business context, students must have some understanding of the basics of business.

**MOTION:**

To approve the BUS course outlines as presented.  
CARRIED

**3.15. School of Business: Program changes**

Change from options and concentrations to majors and minors: Bachelor of Business Administration

DQAB has pre-approved this change. Some minor corrections to the calendar copy were noted; F. Ulbrich will send revisions to the Calendar Editor.

**MOTION:**

To recommend that the options and concentrations in the Bachelor of Business Administration be changed to majors and minors as presented, effective September 2016.  
CARRIED

**3.16. Social Work and Human Services: Course outlines**

Change to prerequisites: SOWK 380

This item was postponed.

**3.17. Social Work and Human Services: Program changes**

Change to entrance requirements: Community Support Worker certificate

This item was postponed.

**3.18. Arts: Program changes**

Change to program requirements: Bachelor of Arts

Calendar copy was presented for information only; only the notice of upcoming changes will be included in the Fall 2016 calendar. Specific courses (ARTS 101, etc) will not be included in the calendar until they have been approved, and all "TBD" course lists should be specified in time for the Winter/Summer 2017 calendar.

**MOTION:**

To recommend approval of the changes to the Bachelor of Arts program requirements as presented, effective September 2017.

CARRIED

**MOTION:**

That UEC require that the lists of TBD courses be submitted in time for the Winter/Summer 2017 calendar.

CARRIED

**3.19. General Studies: Program changes**

Change to entrance and program requirements: Bachelor of General Studies

As with the Bachelor of Arts, all "TBD" course lists will be finalized in time for the Winter/Summer 2017 calendar, and only the notice of upcoming changes will appear in the Fall 2016 calendar. Wherever possible, the BGS course lists will be based on those developed for the BA.

**MOTION:**

To recommend approval of the changes to the Bachelor of General Studies entrance requirements, program requirements, and residency as presented, effective September 2017.

CARRIED

**MOTION:**

That UEC require that the lists of TBD courses be submitted in time for the Winter/Summer 2017 calendar.

CARRIED

**3.20. Kinesiology: Program changes**

Change to entrance requirements: Bachelor of Kinesiology

This item was postponed.

**3.21. Trades: Program changes**

Change to entrance requirements: Trades programs

The English requirements included in these revisions do not follow the current English language policy, but these changes are being made in anticipation of revisions to the policy.

**MOTION:**

To recommend approval of the changes to the entrance requirements for the following Trades programs as presented, effective September 2016:

- Aircraft Structures Technician certificate
- Automotive Collision Repair and Refinishing certificate
- Auto Service Technician certificate
- Architectural Drafting Technician certificate
- Carpentry certificate
- Construction Electrician certificate
- Electronics Technician - Common Core certificate
- Heavy Mechanical Foundation certificate
- Hospitality Event Planning certificate
- Joinery certificate
- Plumbing and Piping certificate
- Professional Cook certificate
- Welding Foundation certificate, Level 3, and Specialty Metals Endorsement apprenticeship programs

CARRIED

**4. OTHER BUSINESS/DISCUSSION ITEMS**

**4.1. Curriculum Quality Subcommittee report**

There was no report from this subcommittee. The draft handbook will be available prior to the next UEC meeting.

**4.2. Admissions Subcommittee report**

There was no report from this subcommittee.

**4.3. Transfer Credit Subcommittee report**

There was no report from this subcommittee.

**4.4. Policy Subcommittee report**

There was no report from this subcommittee.

**5. INFORMATION ITEMS**

**5.1. Minor course changes** (outlines will be available at [www.ufv.ca/calendar/courseoutlines](http://www.ufv.ca/calendar/courseoutlines))

ADED 360, 405, 410, 420

BIO 360

MATH 075, 076

**6. ADJOURNMENT**

The meeting was adjourned at 12:30 pm.

**6.1. Next meeting: March 18, 2016**