

PROGRAM ADVISORY COMMITTEE (PAC) MEETING

**February 24, 1999
9:30 a.m. - Room A225
Abbotsford Campus**

A G E N D A

1. APPROVAL OF PAC AGENDA

2. APPROVAL OF PAC MINUTES: 1999-01-27 Exhibit # 1

3. NEW / CONTINUING BUSINESS

- (a) Recommendations from the Course Outline Subcommittee R. Coreau Exhibit # 2
 - approval of new Course Outline Information form, information guidelines package and time line information;
 - recommendation of consistency between what appears on the Course Outline Information form and the Course Syllabus;
 - recommendation that the Course Outline Information form be reviewed every four (4) years;
 - recommendation that PAC consider initiating a central information centre for all course outlines that would better serve department/program heads, faculty, staff and students at UCFV.
- (b) Other Issues and Recommendations
 - Procedure for Authorization of Minor Changes Form (for approval) E. Greaves Exhibit # 3
 - Revised Presentation and Consultation Form (F1) (review and approval) E. Greaves Exhibit # 4
 - Check List of Issues for PAC Members (review and revise) N. Andrew Exhibit # 5
- (c) Date for PAC Workshop with Department/Program Heads N. Andrew
- (d) Other

4. ADJOURNMENT