

PROGRAM ADVISORY COMMITTEE (PAC)

**September 29, 1999
9:30 AM – Room A225
Abbotsford Campus**

APPROVED MINUTES

Present: Norah Andrew, Jean Ballard, Shomik Bhattacharya, Bill Cooke, D'Anne Epp, Barry Garner, Elaine Harris, Sheryl Henderson, Ian McAskill, Varlene MacLeod, Cheryl Wiens, Patti Wilson

1. WELCOME: NEW PAC REPRESENTATIVES

Norah welcomed the newly elected PAC members and introductions were made. She also thanked the returning PAC members for their commitment. Norah also noted that the PAC meetings are often quite lengthy in an effort to cover long agendas, especially from September to December, when departments are trying to get PAC approval for submissions in place for inclusion in the new UCFV calendar. An extra meeting may need to be held to cover all the submissions at that time.

2. NOMINATION AND ELECTION OF PAC CHAIR AND VICE CHAIR

Norah asked for nominations for PAC Chair for the coming year.

Nominated for PAC Chair: Norah Andrew

Jean Ballard/Ian McAskill

ACCLAIMED

Nominated for PAC Vice Chair: Varlene MacLeod
Nomination Declined.

Sheryl Henderson

Nominated for PAC Vice Chair: Ian McAskill
Nomination Declined.

Barry Garner

Nominated for PAC Vice Chair: Bill Cooke

Varlene MacLeod/Ian McAskill

ACCLAIMED

3. APPROVAL OF PAC AGENDA**MOTION:**

Varlene MacLeod/Cheryl Wiens

To approve the 1999-09-29 PAC agenda

APPROVED

4. APPROVAL OF PAC MINUTES**MOTION:**

Elaine Harris/Varlene MacLeod

To approve the 1999-05-26 PAC minutes with word change amendment.

APPROVED

5. NEW/CONTINUING BUSINESS**(a) Title and Course Description Changes to ENGL 120**

Rhonda Schuller reviewed the title and course description changes to ENGL 120. These changes came

out of recommendations in the Program Review two years ago. English 110 was dropped. The new title for ENGL 120 will be "Introduction to Modern Fiction". This keeps the description and period of literature covered in-line with other first-year courses. The change also allows ENGL 120 to pick up coverage of shorter fiction, lost with the deletion of ENGL 110.

Rhonda was asked to clarify the issue of whether PLAR can be obtained for this course and send a revised document back to PAC for information. Rhonda noted that transfer credit will be requested but it does not appear in the BCCAT Transfer Guide at the present time.

Action: Rhonda Schuller
Agenda: 1999-10-27

MOTION:

S. Henderson/I. McAskill

To approve title and course description changes to ENGL 120 with the proviso that the issue of PLAR is clarified.

APPROVED

Calendar Copy (page 205)

ENGL 120:	3 credits
Introduction to Longer Modern Fiction	
A study of some of the main themes and techniques in the modern novella, and novel, and short story. Students are encouraged to read these literary forms attentively and discuss them articulately.	

New Courses: ENGL 333 & ENGL 335

Rhonda Schuller noted that ENGL 333 was intended to amalgamate the former ENGL 332 and ENGL 334 into one course allowing students to have full coverage of authors of the Victorian period in one semester. This also would allow a course that could be offered more frequently, rather than on rotation of two courses.

It was suggested that a note appear in the calendar indicating that ENGL 333 was formerly ENGL 332 and ENGL 334. It was suggested that on the course outline under Synonymous Courses (a) Replaces: it should read: ENGL 332 or ENGL 334.

It was noted that the two courses combined into one may have credit implications for students since two courses, with a total of 8 credits, was combined into one course with 4 credits. Rhonda was asked to look at these implications for students and send a report to PAC.

Action: Rhonda Schuller
Agenda: 1999-10-27

MOTION:

I. McAskill/E. Harris

To approve new course ENGL 333 with amendments.

APPROVED

Rhonda noted that ENGL 335 was intended to replace ENGL 336 with a course covering topics of interest, not limited to major authors already covered in ENGL 333.

ENGL 333: Nineteenth-Century British Novelists (formerly ENGL 332 and ENGL 334) Prerequisite(s): Any two second-year English courses. This course will explore novels written by such major authors as Austen, Scott, Gaskell, Thackeray, Dickens, Trollope, the Brontës, George, Eliot, Hardy, Gissing, and George Moore.	4 credits
ENGL 335: Topics in Victorian Literature Prerequisite(s): Any two second-year English courses.	4 credits

Topics in Victorian literature will be drawn from the rich offerings in Victorian poetry, fiction, nonfiction, and art.

ENGL 332	4 credits
ENGL 334	4 credits
ENGL 336	4 credits

(b) New Course: BIO 325

Terry Starr noted that BIO 325 was a new course that would allow Biology major students to complete their requirements at UCFV rather than having to go to SFU or OLA.

MOTION:

To approve new course BIO 325 as presented.

APPROVED

BIO 325: Introductory Medical Microbiology Prerequisite(s): BIO 201, BIO 203 Corequisite(s): BIO 202 The course focuses on the relationship between human health and microbes. The functioning of the immune system, the normal human flora, and diseases caused by microbial pathogens will be studied.	4 credits
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Prerequisite Change to BIO 203

Terry Starr noted that the requested addition of CHEM 101 and CHEM 102 with a "B" or better prerequisite change for BIO 203 was to make in consistent with Chemistry department standards. Terry was asked to work with Varlene MacLeod and Elaine Harris on making the prerequisites clear for calendar copy. Terry noted that the course is running now and will not be offered again for at least another year.

Action: Terry Starr/Varlene MacLeod/Elaine Harris

MOTION:

B. Cooke/E. Harris

To approve the prerequisite change to BIO 203.

APPROVED

BIO 203: Microbiology I (3,0,3) Prerequisite(s): BIO 112, or (BIO 101 and 102 with a "B" or higher); and CHEM 112 or (CHEM 101 and CHEM 102 with a "B" or better).	4 credits
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(c) Mathematics Major (BSc) and (BA) Proposal

Greg Schlitt noted that there were four proposals sent to the DPRC, a Major in Mathematics, B.Sc., Major in Mathematics (Stats Option), Major in Mathematics, B.A., and Major in Mathematics (Stats Option). The Major in Mathematics (Stats Option) B.Sc., B.A. was dropped at the DPRC level. The program proposals presented to PAC were V. Sc. Major in Mathematics and a B.A. Major in Mathematics. Currently, a Math minor in science is offered as part of a double minor (minor in Math and a minor in biology) for the B. Sc. Degree. As well, in the Arts as both a minor and extended minor for a BA. These degrees have limited attraction for students. One of the problems with the minor degrees is that a large number of prerequisites required, especially in Math and science. The Major proposal is built on the back of these minors and the only change is that there is a requirement for 30 upper-level credits. It is proposed that the department continue to offer the upper-level courses at the same rate with no additional cost to the institution. Research has show there is student demand and the job prospects for students are very good.

It was requested that the letter from the DPRC approving the proposals be presented to PAC for

information.

Action: Greg Schlitt

Agenda: 1999-10-27

It was suggested that the Stats Option be removed from the proposal presented to UCC since it was removed from the DPRC presentation.

Enrollments for classes were discussed. Greg stated that the average enrollment in Math this year is approximately 29-30. They expect enrollments in upper-level courses to increase with offering of the major.

Greg noted that at the rate the department is able to offer upper-level courses it is possible that it will take students up to six years to complete this degree. One of the requirements the DPRC but on their approval confirmation from SFU that students who wish to transfer to SFU in order to complete their degree, in a shorter period of time, will be able to do so and that this be made clear in the calendar. Greg was asked to indicate where this would go in the calendar and to send a copy to PAC for information.

Action: Greg Schlitt

Agenda: 1999-10-27

MOTION:

I. McAskill/B. Garner

To approve and recommend to the University College Council (UCC) the Mathematics Major (BSc) and (BA) proposal as presented.

APPROVED

RECOMMENDED TO THE UNIVERSITY COLLEGE COUNCIL (UCC)

(d) Physics Major (BSc) Proposal

George McGuire noted that the Physics Major (B.Sc) had been approved by the DPRC. Industry and representatives from other institutions, in an external review last year, recommended that there be a Physics degree offered at UCFV. There is a demand and enrollments are expected to grow because of this degree. Lower-level classes average 27 students – upper-level classes average 11-12 and growth is expected because of the degree. George noted that he wanted to acknowledge the excellent advice and help received from SFU (Dr. Bob Frindt and Dr. Al Curson, and Dr. Dave Wall). Also, thanks to UBC for their advice and cooperation as well.

George noted that this would be an excellent ladder degree to a number of high tech fields and jobs in medicine, chemistry, computers, engineering, etc.

On page 7 George was asked to insert "COMP 100" in the last line of list of general requirements.

Action: George McGuire

It was suggested that because of the introduction of majors there needs to be a review of the calendar for the Bachelor of Science to see how the general requirements and the majors fit with it. Physics, Chemistry, Math and Biology were asked to work with Varlene MacLeod, Bill Cooke or Elaine Harris to figure out calendar copy that makes sense to students. A copy of this should come back to PAC for information.

Action: Varlene MacLeod/Bill Cooke/George McGuire/Greg Schlitt/Noham Weinberg

Agenda: 1999-10-27

In answer to a question, George noted that students will be able to complete their degree at UCFV but it will take longer than four years. The department hopes to be able to combine with Co-op semester so they can pick up courses specifically needed. Students can also complete at SFU under a general students plan but get priority registration. There is a lot of flexibility for students.

A discussion was held on course enrollments.

MOTION:

E. Harris/B. Garner

To approve and recommend to the University College Council (UCC) the Physics Major (BSc) as presented.

APPROVED
RECOMMENDED TO THE UNIVERSITY COLLEGE COUNCIL (UCC)

(e) Chemistry Major (BSc) Proposal

Noham Weinberg noted that this major also had been approved by the DPRC. Chemistry classes in the lower-levels are full with wait lists and he expected an increase in upper-level courses.

Noham was encouraged to meet to review calendar copy.

MOTION:

V. MacLeod/E. Harris

To approve and recommend to the University College Council (UCC) the Chemistry Major (BSc) as presented.

APPROVED
RECOMMENDED TO THE UNIVERSITY COLLEGE COUNCIL (UCC)

(f) New Course: CHEM 241

Noham Weinberg noted that the department had been requested by DPRC to have this course included in the Chemistry Major proposal. All the resources are in place to present CHEM 241.

MOTION:

S. Henderson V. MacLeod

To approve new course CHEM 241 as presented.

APPROVED

CHEM 241:

Analytical Chemistry

4 credits

Prerequisites: CHEM 111 and CHEM 112, or CHEM 101 and CHEM 101 with B+ or higher.

Corequisites: None

An introduction to analytical chemistry with an emphasis on analysis of solutions. Lecture material includes data and sample handling, principles of titrimetry and electrochemical methods, as well as an introduction to chromatography. Laboratory experiments illustrate lecture material.

(g) Changes to Sociology Major Program

Jean Ballard noted that the department had been struggling for the past five years to find a way to maintain the integrity and profile of all four disciplines (Anthropology, Sociology, Latin American Studies and MACS) and still operate on a limited budget in a ways that serves the needs of students. In the past few years it has become apparent that students have been having difficulty completing their extended minors and majors in a four year period. A number of ways of overcoming this problem were investigated and department heads met with the heads of Sociology and Anthropology and Media Communications at UBC, SFU, UVic to try and develop ways of making the department's offerings more efficient.

Jean reviewed the suggested changes which were:

1. Changes to Sociology Major – Change name from “Sociology Major” to “Sociology/Anthropology Major” which more accurately reflects the content of the major.
2. A MACS Minor will be added. Letter of Intent going to UCC in October.
3. Sociology Extended Minor Discontinued By eliminating this option focus will be put on the major and minors and have room to develop a wider range of course offerings for students.
4. Anthropology Extended Minor Discontinued (same rational as above).
5. LAS Minor Revised Spanish requirement removed making the LAS minor more accessible to more

students.

6. LAS Extended Minor Revised recognizing second-year Spanish courses now available at UCFV.
7. Rename Cross-listed Courses to SCMS to reflect their multi-disciplinary nature.

Old Program

New Program

Major:	Sociology	Major	Sociology/Anthropology
Ext. Minor	Sociology Anthropology LAS	Ext. Minor	LAS (revised; review in 2 years)
Minor	Sociology Anthropology LAS	Minor	Sociology Anthropology LAS (revised) MACS (new)
Associate	LAS MACS	Associate	LAS (review in 2 years) MACS (review in 2 years)

Jean Ballard stated that a phase out will begin by September 2000. Students will be asked to declare their BA by April 2000. Those students who can't declare will be advised on a one-on-one basis. High School counselors will be advised on a regular basis. No new courses are needed for the major.

MOTION:

V. MacLeod/B. Cooke

To approve the proposed changes to the Sociology Major, the LAS minor and extended minor, termination of Sociology and Anthropology extended minors, change n course name to SCMS for all cross-listed Anthropology/Sociology, MACS and LAS courses (ANTH 255 and SOC 255 to SCMS 255 – Introduction to Social Research)(ANTH 310 and SOC 310 and LAS 310 to SCMS 310 – Special Topics: Regional Studies in Latin America)) (ANTH 388 and SOC 388 to SCMS 388 – Comparative Studies of Minority Indigenous Peoples) (ANTH 463 and SOC 463 to SCMS 463 – Special Topics in Development Studies (ANTH 468 and SOC 468 to SCMS 468 – Environment and Society) (ANTH 470 and SOC 470 to SCMS 470 – Race and Racism: Selected Topics) (ANTH 470A and SOC 470A and LAS 470 to SCMS 470A – Latin American Immigrants and Immigration) (SOC 440A and LAS 440 to SCMS 440 – Religion in Latin America) (MACS 334 and SOC 334 to SCMS 224 – Social Policy) (MACS 460 and SOC 460 to SCMS 460 – Issues in the Information Society). To emphasize the change approach the following courses that serve the needs of all four disciplines and are not cross-listed are changed to SCMS (SOC 355 to SCMS 355 – Quantitative Methods) (SOC 356 to SCMS 356 – Qualitative Methods) (SOC 440 to SCMS 440 – Selected Topics in the Sociology of Religion) and approval of new course SOC 201.

**APPROVED
RECOMMENDED TO THE UNIVERSITY COLLEGE COUNCIL (UCC)**

Calendar Copy (page 3)	
Arts.....	91
Bachelor of Arts, Majors.....	92, 102
Sociology Sociology/Anthropology	115
Calendar Copy (page 6)	
Faculty of Arts	
Bachelor of Arts	
Majors offered in.....sociology/ anthropology	

<p>Calendar Copy (page 91)</p> <p>Bachelor of Arts degree</p> <p>Majors</p> <p>English....</p> <p>Sociology/Anthropology</p>
<p>Calendar Copy (page 92)</p> <p>Bachelor of Arts degree</p> <p>Majors</p> <p>English....</p> <p>Sociology/Anthropology</p>
<p>Calendar Copy (page 96)</p> <p>Program Outline</p> <p>Humanities and the Creative/Performing Arts</p> <ul style="list-style-type: none"> Spanish (Note: Six credits of Spanish 401/402 are required for the LAS extended minor in the Bachelor of Arts program.)
<p>Calendar Copy (page 97)</p> <p>Science</p> <p>Nine credits to include:</p> <ul style="list-style-type: none"> Three credits in mathematics or statistics (including Criminology 220, Psychology 201 or 202, Sociology/Anthropology SCMS 255)....
<p>Calendar Copy (page 100)</p> <p>Entrance Requirements</p> <p>Arts</p> <ul style="list-style-type: none"> Anthropology.....religious studies, social, cultural and media studies, sociology...
<p>Calendar Copy (page 102)</p> <p>Majors</p> <ul style="list-style-type: none"> Sociology/Anthropology <p>In addition, students.....Please note that a sociology/anthropology major cannot be combined with an anthropology extended minor/minor either sociology minor or anthropology minor.</p> <p>Extended Minors</p> <ul style="list-style-type: none"> Anthropology Sociology <p>Any two of these areas can be combined except anthropology with sociology or mathematics with mathematics/statistics.</p>
<p>Calendar Copy (page 103)</p> <p>Social Science Requirement</p> <ul style="list-style-type: none"> Psychology Social, Cultural & Media Studies (SCMS)

Calendar Copy (page 104)

Anthropology

UCFV offers an extended.....sociology/anthropology major (See page 115)

Students cannot combine Anthropology with Sociology to form a Bachelor of Arts with two extended minors. **an anthropology minor with the Sociology/Anthropology major.**

Anthropology Extended Minor Requirements

This section specifies the extended minor and minor discipline....

~~Lower-Level Requirements: 19 credits~~

- ~~• Anthropology 102.....~~
- ~~• Sixteen credits in upper-level Anthropology courses.~~

Anthropology Minor Requirements

Lower-level Requirements: nine credits.....

- Any lower-level Anthropology or Sociology course **or SCMS 255**

Upper-level Requirements: 16 credits

- Sixteen credits in upper-level Anthropology courses **or SCMS courses with an anthropology focus (see page 259).**

Calendar Copy (page 110)

LAS Extended Minor Requirements

Lower-level Requirements: ~~10 credits~~ 21 credits

- Latin American....
- Spanish 101 **Six credits from: Spanish 101, 102, 201, 202**
- ~~• Spanish 102~~
- **Three credits chosen from: LAS 100, 102, 110; Anth 220; Geog 233; Hist 261, 262; Soc 250; Span 201, 202.**

Note: Students may not use one course to meet two criteria.

Upper-level Requirements: 16 credits

~~• Eight credits....History 459~~

- LAS 402
- LAS 498
- Geography 343A
- Geography 433A
- History 459
- SCMS 310 A-G*
- SCMS 363
- SCMS 388
- SCMS 440A
- SCMS 463
- SCMS 470A

Note: No more than eight credits can be taken in SCMS 310 A-G.

LAS Minor Requirements

Lower-level Requirements: ~~18 credits~~ 12 credits

~~Spanish 101~~

• Spanish 102

Upper-level Requirements: 16 credits selected from the following:

~~Eight credits....History 459~~

- LAS 402
- LAS 498
- Geography 343A
- Geography 433A
- History 459
- SCMS 310 A-G*
- SCMS 363
- SCMS 388
- SCMS 440A
- SCMS 463
- SCMS 470A

Note: No more than eight credits can be taken in SCMS 310 A-G.

Calendar Copy (page 115)

Social, Cultural, and Media Studies (SCMS)

Social, Cultural, and Media Studies encompass four disciplines at UCFV: Anthropology, Latin American Studies, Media and Communication Studies, and Sociology.

Each of the disciplines makes a unique contribution to the understanding of global issues, social behaviour, social structure, and cultural diversity. Together, with other social sciences, these disciplines help to develop our understanding of contemporary social issues. In other words, they help us understand how and why we live as we do.

The Social, Cultural, and Media Studies department offers, as part of the Bachelor of Arts program, a major in sociology/anthropology; an extended minor in Latin American studies; and minors in anthropology, Latin American studies, media and communication studies, and sociology. In addition, we offer Associate of Arts degrees in international studies (Latin America) and in media and communication studies.

The Social, Cultural, and Media Studies department offers numerous multidisciplinary courses which can be located on page 249 of this calendar.

Full-time Faculty

Jean Ballard, BA, MA (Calgary), Department Head
 Elizabeth Asner, BA, MA, PhD (Toronto)
 Kevin Busswood, BA (Hons) (UBC)
 Kathleen Galarneau, BA (Waterloo), MA (SFU)
 Douglas R. Hudson, BA (UVic), MA (McMaster), PhD (Alberta)
 Stephen Piper, BA (Sask), MA (Queen's)
 Colin Ridgewell, BSc (Hons) (Southampton), MA (SFU)
 Eric Spalding, BA (Concordia), MA (Quebec), PhD (SFU)
 Katherine Watson, BA (UVic), MA (McMaster)
 David Wyatt, BA (Washington), MA, PhD (Brown)

Part-time Faculty:

Christine Elsey, BA (SFU), MA (SFU), PhD candidate
 Lyn Savage, BA (Manitoba), MA (Regina), CMH, CMHT

Sociology

People.....

UCFV offers a major, ~~an extended minor~~, in sociology/anthropology, and a minor in sociology as part of its Bachelor of Arts program. Students cannot combine ~~a sociology/anthropology to form a Bachelor of Arts with two extended minors~~ **major with a minor in either anthropology or sociology.**

This section specifies the major ~~extended minor~~ and.....

Sociology/Anthropology major requirements

Lower-level requirements: 19 credits

- Sociology 101
- ~~Sociology 210~~ One of SOC 201, 210, 215, 220, 250, ANTH 220 or MACS 240*
- ~~Sociology~~ **SCMS 255**
- Sociology ~~elective~~ or Anthropology ~~lower 100/200 level~~ **course** ~~elective~~.
- Anthropology 102
- Mathematics 104 or Mathematics 106.

***Students are advised to select lower-level courses which are prerequisites (or recommended) courses for the upper-level courses of interest to them. For example, students hoping to take SOC 335 should consider Soc 215 or Soc 220.**

Upper-level requirements: 32 credits

Sociology – 20 credits

42 **eight** credits as listed:

- Sociology 350
- ~~Sociology~~ **SCMS 355* or SCMS 356**
- ~~Eight~~ **Twelve** additional upper-level credits in Sociology or in SCMS courses with a sociology focus (see page 249).

***Mathematics 302, Criminology/Criminal Justice 320, or Geography 352 may be substituted for Sociology SCMS 355.**

Anthropology – 12 credits

Twelve credits upper-level Anthropology or in SCMS courses with an Anthropology focus (see page 249).

~~Note: Cross-listed.....criterion.~~

Sociology minor requirements

Lower-level requirements: 9 credits

Nine lower-level credits as follows:

- three credits lower-level anthropology or sociology or SCMS 255

Upper-level requirements: 16 credits

- Sixteen credits of upper-level sociology courses or SCMS courses with a sociology focus (see page 249).

Please see the UCC Office for the remaining SCMS calendar revisions.

(h) Visual Arts Calendar Changes

APC reviewed the calendar changes presented by the visual Arts department. It was suggested that Don Murray bring the changes to FLM 110 and FLM 120 prerequisites to PAC for approval. It was suggested that transferability items on FA 123, FA 124, FA 205, FA 210 be checked. A question was raised about adding Film to lower-level requirements.

Action: Don Murray

(i) ESL Correction to UCFV Calendar

MOTION:

P. Wilson/B. Garner

To approve ESL correction to UCFV calendar as presented.

APPROVED

Calendar Copy (page 209)

ESL TUTL **TUTH**: Tutorial for ESL Students at Higher Levels
(Level 50 or above)

(j) Other PAC Business

A discussion was held regarding class sizes and resources. It was noted that there was a web site that notes all class sized. It was also noted that class size was not part of PAC terms of reference. PAC has to decide that something is worth doing, then it is up to the department and the Dean to find the resources.

Another issue that Norah Andrew agreed to take to Senior Management was how all the degrees fit together and whether or not approval of degrees in isolation is what the institution wants to see happen.

The issue of how often a course is offered is important to help students plan their courses. Often departments will put a sentence in the calendar informing when the course will be offered. The planned frequency of course offerings is on the new course outline, however, there needs to be flexibility. It is important to have available for students course cycling plans by a department.

The approval process for mounting a new degree was reviewed.

6. ADJOURNMENT

