

**PROGRAM ADVISORY COMMITTEE (PAC)  
MINUTES**

**January 26, 2000  
9:30 a.m. - Room A225  
Abbotsford Campus**

**PRESENT:** Norah Andrew (Chair), Jean Ballard, Shomik Bhattacharya, Bill Cooke, D'Anne Epp, Barry Garner, Elaine Harris, Sheryl Henderson, Varlene MacLeod, Ian McAskill, Patti Wilson

**REGRETS:** Cheryl Wiens

**GUESTS:** John Belec, Edith Camm, Paul Franklin, Steven Marsh, Jeffrey Morgan, Jackie Snodgrass

**1. APPROVAL OF PAC AGENDA**

Request to move item 3 (d) - Biology Extended Minor to the top of the agenda to allow presenter to attend class.

**Motion:**

**S. Bhattacharya / S. Henderson**

To approve the 2000-01-26 agenda with amendment.

**APPROVED**

**2. APPROVAL OF PAC MINUTES**

**Motion:**

**B. Garner / Jean Ballard**

To approve the 1999-12-15 PAC minutes.

**APPROVED**

**3. NEW / CONTINUING BUSINESS**

**(a) Extended Minor in Biology Addition to BA Degree**

Edith Camm noted that the department was proposing that the Biology extended minor be included in the list of extended minors leading to completion of a Bachelor of Arts degree (with completion of two extended minors). They have responded to students who wish to study Biology along with disciplines leading to the BA degree and would develop Biology as one of their two "teachable" areas. Edith reviewed the description of the Biology extended minor. She noted that because no new courses or additional sections would be offered, there would be minimal costs associated with this change. It is expected that this proposal would not greatly affect the number of students enrolling in Biology courses. Evaluation would be based on performance in existing courses, and on already existing standards.

In answer to the question as to whether a student coming out of this program

could go on to a graduate school, Edith felt that it would be possible. In most universities they look at the structure of courses rather than the degree. Edith also noted that students needed two minors for their BSc degree and would not be able to do an extended minor for their BSc. It was suggested that a minimum of 120 Arts/Science credits of which 65 must be in Arts be left as is described in the calendar.

**Motion:** **J. Ballard / B. Garner**

To approve the addition of an extended minor in Biology to the BA degree.

**APPROVED**

**RECOMMENDED FOR APPROVAL TO UCC**

Calendar Copy (page 3)

<b>Bachelor of Arts, Extended Minors/Minors .....</b>	<b>92, 102</b>
Anthropology .....	
Applied Ethical and.....	
Biology .....	152

Calendar Copy (page 91)

<b>Bachelor of Arts degree</b>
Majors ....
Extended Minors/Minors
Anthropology
Applied Ethical and ..
Biology...

Calendar Copy (page 92)

<b>Bachelor of Arts degree</b>
Majors in ....
Extended Minors/Minors in
· Anthropology
· Applied Ethical and ..
· Biology...

Calendar Copy (page 102)

<b>Extended Minors</b>
Students ...
· Anthropology
· Biology (applicable only to BA degree)....

Calendar Copy (page 153)

**Biology Minor**

This section ....

**Biology Extended Minor (applies only toward the Bachelor of Arts Degree)**

This section specifies the Biology extended minor discipline requirements only. Refer to pages xxxx for additional Bachelor of Arts requirements. In addition to the BA requirements, students must also complete the program requirements as follows:

**Lower-Level Requirements**

Course	Title	Credits
BIO 111	Introductory Biology I	4
BIO 112	Introductory Biology II	4
BIO 201	Cell Biology I	4
BIO 202	Cell Biology II	4
BIO 210	Introductory Ecology	4
BIO 220	Introductory Genetics	4
CHEM 101 <b>or</b> CHEM 111	General Chemistry I (with a B or better) Principles of Chemistry	4
CHEM 102 <b>or</b> CHEM 112	General Chemistry II (with a B or better) Principles of Chemistry	4
CHEM 211	Introductory Organic Chemistry I	4
CHEM 212	Introductory Organic Chemistry II	4

**Plus**

three credits from

MATH 106	Statistics I	4
MATH 270	Introduction to Probability & Statistics	4
PSYC 110	Introduction to Statistical Analysis	3

**Upper-Level Requirements**

Course	Title	Credits
BIO	Upper-level Biology courses	15

**Note:** No more than 3 credits may be in directed studies.(b) **New Course: PHIL 491**

Jeffrey Morgan noted that PHIL 491 was a directed studies course and similar to PHIL 490, with the exception that PHIL 491 can be in any area of Philosophy and doesn't count towards the minor. Jeffrey noted minor changes in the course description. PLA was discussed and Jeffrey said it would be recognized through a portfolio should a student apply.

**Motion:****E. Harris / I. McAskill**

To approve new course PHIL 491 as presented.

**APPROVED**

Calendar Copy (240)

<b>PHIL 491</b>	<b>3 credits</b>
<b>Directed Studies in Philosophy</b>	
Prerequisites: Nine credits of Philosophy courses, <b>and</b> written consent of both the faculty member and the department head.	

Corequisites: none

This course offers students the opportunity to pursue in-depth independent study of a particular issue, problem, or topic in any area of philosophy. The student must, in consultation with a faculty member, develop a detailed individual course proposal indicating the readings or other study to be undertaken and how the course work will be assessed. *This course does not count towards the minor in Applied Ethical and Political Philosophy.*

(c) New Course: GEOG 211 (replacing GEOG 111)

John Belec noted that the rationale for renumbering GEOG 111 to GEOG 211 was to address the area of the environmental stream which has yet to be developed at UCFV. This course will also open more choices for geography students at the second-year level. It will also serve to fulfill the educational requirement at UBC for an environmental course. The term "environmental" in the title will appear on the student's transcripts. The course will involve more in-depth reading, research and evaluation than the GEOG 111 course.

It was suggested that GEOG 271 should have its prerequisites changed from GEOG 111 to GEOG 211.

**Action:** John Belec

**Motion:**

**S. Henderson / V. MacLeod**

To approve new course GEOG 211 (replacing GEOG 111).

**APPROVED**

Calendar Copy (page 216)

<b>GEOG 211 (formally GEOG 111)</b>	<b>3 credits</b>
<b>Environmental Issues</b>	
Prerequisites: Any first-year Geography course.	
Corequisites: none	
An introduction to the study of people in their physical surroundings. The central themes of the course focus on humans as agents of environmental change, and as users of the earth's resources. Emphasis will also be placed on examination of fundamental concepts, methods and techniques used to study human/environment systems.	
<b>GEOG 111</b>	<b>3 credits</b>
<b>Human Impact on the Environment..</b>	
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(d) Prerequisite Change to COMP 250

Paul Franklin noted that the department felt that CIS175 was not the best preparation for COMP 250. CIS 180 would prepare students better by learning more about visual tools and make it easier for students to be successful. This prerequisite change is recommended for Fall 2000 but required for Fall 2001.

**Motion:**

**J. Ballard / Varlene MacLeod**

To approve the prerequisite change by adding CIS 180 and COMP 155 (recommended for Fall 2000, required for Fall 2001).

**APPROVED**

Calendar Copy (2001/2002)(page ??)

**COMP 250**  
**Windows Programming**  
 Prerequisites: COMP 155 and CIS 180

#### CIS 270 Prerequisite Change

Paul Franklin noted that a proposal to change the prerequisites for CIS 270 - Systems Analysis and Design course was submitted to PAC to change from Office Suite to the first programming course (COMP 150). Now they realized that it should be the second programming course (COMP 155). The department would like to have this change in the 2000/2001 UCFV calendar. If the Calendar Copy Committee agreed, PAC would allow this change to be in the 2000/2001 calendar. Elaine Harris and Paul to work on the wording for this year's calendar.

#### **Motion:**

**B. Garner / J. Ballard**

To approve, in principle, the prerequisite change to CIS 270 to read: COMP 150, (COMP 155 recommended Fall 2000, required Fall 2001).

**APPROVED IN PRINCIPLE**

Paul was asked to bring the course outline back to PAC for final approval.

**Action: P. Franklin**

Calendar Copy (2001/2002)(page ??)

<p><b>CIS 270</b>  <b>Analysis and Design</b>          Prerequisites: COMP 155 (<del>COMP 155 recommended Fall 2000, required Fall 2001</del>)</p>	<p><b>3 credits</b></p>
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#### Discussion Topics

- Prior Learning Achievement Recognition (PLAR)  
 A discussion was held on PLAR and how it is presented, in some cases, on the course outlines. It was felt that learning objectives should be clearly identified.
- Course Outlines Review  
 Norah Andrew reviewed the recommendations that were passed by PAC and forwarded to UCC for approval. One of the recommendations was to review all the course outlines on a phase-in basis over four years (all 100 courses the first year, 200 courses the second year, etc.). The suggestion was made that it be the responsibility of the VP Academic to administer this process. PAC would make a recommendation to UCC and the Senior Management Group on implementation of the process.  
  
 A committee consisting of Jean Ballard, Bill Cooke and Varlene MacLeod agreed to draft a recommendation on the implementation, process, or procedure for reviewing course outlines in an orderly fashion, with timelines.  
 Provision of support services should be considered. It was felt that there needed to be a central repository for the course outlines so that they are accessible to everyone.  
  
 Norah agreed to inform Senior Management that recommendations will be coming from PAC for their consideration.  
  
 Ellenor noted that Warren Stokes has developed a "data base form" for the course

outlines. Norah asked that Warren be invited to the February PAC meeting to review and demonstrate what he has developed.

**PAC Agenda: 2000-02-23**

**PAC Responsibilities**

Norah noted that PAC's responsibility is to approve new program proposals or changes to a program, approve course prerequisites and corequisites, UCFV credits assigned, numbering of courses, course hours per term, identify potential overlaps, method of evaluation, calendar descriptions, and course content for new and existing courses, admission/entrance requirements, semester course load, graduation requirements, and continuance requirements. It was brought to her attention that some people feel PAC is dealing with resource issues related to proposals. PAC does not deal with resource requirements attached to proposals and it was felt that, maybe, PAC approvals should be contingent on budget implications or resource requirements being evaluated.

Further discussion of this issue will take place at the February PAC meeting.

**PAC Agenda: 2000-02-23**

4. ADJOURNMENT

J. Ballard / B. Cooke

NEXT PAC MEETING  
WEDNESDAY, FEBRUARY 23,  
2000  
9:30 A.M.  
ROOM A225  
ABBOTSFORD CAMPUS