

**PROGRAM ADVISORY COMMITTEE (PAC)
MINUTES**

**December 13, 2000
8:30 a.m. — Room D217
Abbotsford Campus**

PRESENT: Norah Andrew (Chair), Jean Ballard, Paul Burkhart, Bill Cooke, D'Anne Epp, Sandra Flynn, Elaine Harris, Sheryl Henderson, Barbara Salingre, Patti Wilson

GUESTS: W. Burton, C. Chamberlin, I. Fenwick, P. Franklin, W. Gordon, M. Kiner, B. Kirkley, M. MacColl, G. Marshall, D. Morosan, D. Nicol, G. Ramsden, T. Segger,

1. APPROVAL OF PAC AGENDA

Addition to the agenda 3.18 - Calendar change to CIS degree entrance requirements.

Motion:

B. Salingre / D. Epp

To approve the 2000-12-13 PAC agenda with addition.

APPROVED

2. APPROVAL OF PAC MINUTES — 2000-11-29

It was noted that the lower-level requirements had been left out of the MACS calendar copy.

Under the Mathematics section Ellenor Greaves reported that "provincially examined Grade 12" had been inserted in the MATH prerequisites. Barbara Salingre reported that she had talked to Michael MacColl and "proof of graduation" would be added to the entrance requirements.

Elaine Harris will talk to Paul Franklin about rethinking the reapplying requirement to the CIS program.

Motion:

J. Ballard / D. Epp

To approve the 2000-11-29 PAC minutes with amendments.

APPROVED

3. NEW PAC BUSINESS

3.1 New Courses: PSYC 360, PSYC 493(a) and (b)

PSYC 493(a & (b): David Morosan noted that PSYC 493(a) & (b) were developed to replace PSYC 493 because the program allows majors to have directed studies. When a student took PSYC 493 for a second time that grade replaced the first grade. It was suggested that a note be included in the calendar copy informing students that they cannot register in either course without first filling out a contract with the instructor. Under PSYC 493(a) it was suggested a

note be added stating: “Students who have already completed a directed studies in Psychology should register under PSYC 493(b).”

Motion:

D. Epp / P. Wilson

To approve PSYC 493(a) and PSYC 493(b) course outlines as presented with the suggested amendment notes to be added to the calendar.

APPROVED

PSYC 360: David Morosan reviewed the second year curriculum changes that had been made. A discussion was held on the prerequisites for the course. It was noted that this would be a course that CYC students would be interested in but would have difficulty getting the prerequisites. David noted that these kinds of courses are always full. It was agreed to leave the prerequisites PSYC 101 and 102 in the calendar.

Motion:

D. Epp / S. Henderson

To approve PSYC 360 course outline as presented.

APPROVED

Calendar Copy (page 264)

PSYC 360

3 credits

Social Psychology

Prerequisites: PSYC 101, PSYC 102, PSYC 110, PSYC 210, and PSYC 220

Corequisites: none

This course examines theory and research in social psychology. Topics may include attitudes, social perception and cognition, interpersonal attraction, prosocial behavior and aggression, social influence and applications of social psychological theory and research in such areas as environment and health.

Calendar Copy (page 265)

PSYC 493A

3 credits

Directed Studies

Developed in partnership with Simon Fraser University

Prerequisites: Department's permission

Independent reading and research in topics selected in consultation with the supervising instructor.

Note: Students who have already completed a directed studies course in psychology should register under PSYC 493B. Students cannot register in either PSYC 493A or PSYC 493B without first filling out a contract with the instructor.

PSYC 493B

3 credits

Directed Studies

Developed in partnership with Simon Fraser University

Prerequisites: Department's permission

Independent reading and research in topics selected in consultation with the supervising instructor. This course is designed for students who wish to engage in directed studies further to those completed in PSYC 493A.

3.2 New Courses: ENGL 211, ENGL 212, ENGL 213, ENGL 325

There was no presentation of these courses.

3.3 Course Changes: GEOG 140, GEOG 202, GEOG 343, GEOG 345, GEOG 443, GEOG 445

Doug Nicol noted that the seven courses had minor changes. These course had been developed in conjunction with SFU and the calendar descriptions needed to be revised. GEOG 140 is changed to be taught in a different format. The calendar description was changed to make it more generic, and brought the course up-to-date in terms of transfer credit. It was noted that methods of obtaining PLAR should be listed for this course by adding: application to the department; course challenge; presentation/assessment of portfolio. It was suggested that the following statement should be included under the Supplies/Materials section of the course outline of courses that have field trips attached, because there may be a significant cost to students: *"Courses in Geography may have mandatory field trips with additional fees. Details are available on course outlines distributed in class."* Doug Nicol agreed to make the additions to the course outline and send a copy to PAC for information.

Action: D. Nicol

Motion:

J. Ballard / B. Salingre

To approve GEOG 140 course outline with amendments to PLAR and information to students on field trip costs.

APPROVED

GEOG 202: Doug Nicol noted that the calendar description had been revised. It was suggested that the same changes made to GEOG 140 should be made to this course as well.

Motion:

J. Ballard / S. Henderson

To approve GEOG 202 course outline with amendments to PLAR and information to students on field trip costs.

APPROVED

GEO 302: Doug Nicol noted the calendar description revision and course title. A discussion was held on how field trips affected student participation in other courses/disciplines. It was suggested that this items should be discussed at UCC.

Motion:

J. Ballard / D. Epp

To approve GEOG 302 course outline calendar description and title changes with amendments to PLAR and information to students on field trip costs.

APPROVED

GEOG 343: Doug Nicol noted the calendar description revision. A correction was made to course credits from three to four. The same additions to PLAR and Supplies and

Materials re field trips applied to this course as well.

Motion:

J. Ballard / D. Epp

To approve GEOG 343 course outline with amendments to PLAR, information to students on field trip costs, and correction to four credits.

APPROVED

GEOG 345: Field work and where it fits under structure of hours was discussed. The same additions to PLAR and Supplies and Materials re field trips applied to this course as well.

Motion:

S. Henderson / E. Harris

To approve GEOG 345 course outline with amendments to PLAR and information to students on field trip costs.

APPROVED

GEOG 443: Following a discussion it was agreed that the calendar description should be returned to the one that existed in the previous calendar which would make the learning objectives more clear. Amendments to PLAR and information to students re field trips applied to this course as well. The heading on pages 2 and 3 should read GEOG 443.

Motion:

J. Ballard / B. Salinger

To approve GEOG 443 course outline course outline with amendments to PLAR and information to students on field trip costs and suggested calendar description change.

APPROVED

GEOG 445: Doug Nicol noted the calendar description change. The same amendments re PLAR and student field trip costs applied to this course as well.

Motion:

S. Flynn / D. Epp

To approve GEOG 445 course outline with amendments to PLAR, information to students on field trip costs, and correction to page 2 and 3 heading.

APPROVED

Doug Nicol stated that the suggested amendments to courses presented at this meeting would be applied to their review of other Geography courses over the next year.

Calendar Copy (page 235)

GEOG 140
Human Geography

3 credits

A broad survey of human geography describing and interpreting regions, societies and landscapes which result from the interaction between humans and their environment.

GEOG 202
Introduction to Geomorphology

4 credits

GEOG 202 builds on many topics introduced in GEOG 102 with emphasis placed on drainage basins, groundwater, mass movements, and glacial geomorphology. A weekend field trip and local in-class trips will develop skills in land form analysis and an

understanding of the geomorphology of southwestern British Columbia.
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Calendar Copy (page 236)

GEOG 302 Advanced Geomorphology Fluvial and Coastal Geomorphology This course will expand upon topics introduced in GEOG 202 and emphasis will be placed on fluvial and coastal geomorphology. Field trips throughout the Fraser Lowlands and the Pacific Northwest are an integral component of the course.	4 credits
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GEOG 343 Geography of Transitional Societies A cultural-ecological approach is used to survey changing geographical patterns, including environmental and cultural changes, economic development, and urbanization.	4 credits
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GEOG 345 Historical Geography I This course explores the approaches, methods, and techniques of the field, using research drawn from a range of different historical and regional settings. Fieldwork is an integral part of the course.	4 credits
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GEOG 445 Historical Geography II This course reviews the nature of the field and considers a wide range of case studies. Students will be expected to locate, evaluate and use local source materials in designing and researching a major study in historical geography.	4 credits
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3.4 Course Changes: THEA 352, THEA 359, THEA 370, THEA 453

Bruce Kirkley requested an increase in credit from three to four credits for four upper-level courses (THEA 352, 359, 370, and 453). The total number of contact hours for each course is 90 hours and brings these courses in line with UCFV policy and practice. Bruce stated that this change affects the English department, in that they have a drama concentration and results in a change in the calendar on page 56 to wording change from six credits to eight credits of upper-level theatre courses. The English department has approved this change. A discussion was held on how this change would affect students currently enrolled in these courses and would only receive three credits. Bruce stated that the students are aware of the situation and credits can't be retroactive. The changes are for next year's calendar (2001-2002).

Motion:

B. Cooke / P. Wilson

To approve changes to THEA 352, THEA 359, THEA 370, THEA 453 increase the credits from three to four, and calendar change to Drama concentration

APPROVED

Calendar Copy (page 56)

Major, Drama concentration Other requirements: 12 credits 12 credits from the following:
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| <ul style="list-style-type: none"> • Theatre 101 • Three credits • Six Eight credits from Theatre 352*, 359*, 453* • English 490 |
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Calendar Copy (page 277)

THEA 352:	3– 4 credits
THEA 359:	3–4 credits
THEA 370:	3–4 credits
THEA 453:	3–4 credits

3.5 New Course: THEA 311

Ian Fenwick noted that this course was logical extension of the Theatre program and to meet the opportunities for students in the film industry. It introduced the theory of acting for the camera and the relationship between stage and film acting.

Motion:

J. Ballard / D. Epp

To approve THEA 311 - Acting for the Camera - course outline as presented.

APPROVED

Calendar Copy (page 277)

THEA 311 Acting for the Camera Prerequisites: THEA 211 Corequisites: none An exploration of the theory and practice of acting for the camera. This course examines the close relationship between state and film acting and introduces students to the unique demands of creating effective on camera performances. Studio exercises and projects involve students in a progression of on camera explorations leading to the creation of a basic film acting technique. The course also introduces students to the vocabulary and practices of the film and TV industries.	4 credits
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3.6 New Course: ADED 350

Wendy Burton noted that the Adult Education department was requesting approval of the regularising of a special topics course, ADED 330H, that has been taught for two years. The course is renumbered ADED 350. This course is a third year course in story-telling as it relates to reflecting on adult education practice. Students find it a valuable addition to the adult education electives.

Motion:

B. Cook / J. Ballard

To approve the course outline for ADED 350 - Story-Telling and the Reflective Practitioner.

APPROVED

Calendar Copy (page 189)

ADED 350 Story-Telling and the Reflective Practitioner Prerequisites: ADED 310 or ADED 360, and admission to the BA in Adult Education Corequisites: none	3 credits
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This course will introduce learners to the theories and practices of using stories as a method for reflecting on our practice. The practice we will most likely be reflecting on is the practice of adult education, although this method of story-telling is also used for any reflection-oriented attempt to make meaning. We will explore common theories of teaching, learning, and story-telling, and we will all have opportunities to reflect on our experiences through stories.

3.7 Course Revisions: FD 113, 114, 164, 171, 172, 174, 181, 182, 191, 192, 263, 264, 265, 271, 272, 281, 282, 283, 284, 291, 292, 296, 297, 298

Gayle Ramsden noted that the Fashion Design department had reviewed all their courses and brought them up-to-date. The review of the courses was to ensure that the objectives, evaluation methods and learning outcomes corresponded, and what is being presented in the classroom is accurately reflected in the course outlines. Gayle also noted that technical advances and work place expectations are influencing the requisite knowledge and skills fashion graduates must attain throughout their education.

Gayle reviewed the changes to each course.

Motion:

J. Ballard / D. Epp

To approve the revisions to course outline for FD 113, 114, 163, 164, 171, 172, 174, 181, 182, 191, 192, 193, 263, 264, 265, 271, 272, 281, 282, 283, 284, 291, 292, 296, 297, 298.

APPROVED

Calendar Copy (page 229/230/231)

FD 113 Fashion Drawing I Prerequisites: none An introduction to the basic anatomy of the human body is an essential foundation to fashion drawing. Students will gain understanding of the structure, balance and movement of the female form and how it is incorporated into fashion images. Emphasis is placed on visual awareness and its relationship to perspective and proportion. Students will be introduced to a variety of techniques which constitute fashion illustration and technical drawing of garments for the apparel industry. Students will develop drawing skills using a variety of dry media and improve their powers of observation. Live models will be introduced at appropriate times.	3 credits
FD 114: Fashion Drawing II Prerequisites: FD 113 While further developing the student's ability to draw the fashion figure, this course will cover the use of colour and mixed media to render the total fashion image. Composition and graphic layout techniques are explored included . Women's, men's, and children's proportions are explored. Children's and men's proportions are covered.	3 credits
FD 163 Basic Fashion Design I Prerequisites: Acceptance into the Fashion Design program Corequisites: FD 181 and FD 191 Students will learn how to apply the basic fine art principles and elements of design to garments which meet the needs of today's markets. The Fashion Industry is examined in relation to its many emphasis placed on exploring the roles and functions held by designers and technicians. Promotion, salesmanship, and marketing of ideas is a practical component of the course and demonstrated through seminar presentations. Volume designing of skirt and pants for the contemporary market is covered in detail.	3 credits
FD 164 Basic Fashion Design II Prerequisites: FD 163	3 credits

Corequisites: FD 182 and FD 192
 Students enrolled in this course will continue to work with design elements and principles. Emphasis will be placed on the influence and roles colour and texture play throughout apparel design. Marketing is introduced through the exploration and development of oral presentations and visual promotional materials.

FD 171 **3 credits**
Textiles
 Prerequisites: none
 Textile Science is the study of the structure, characteristics and performance of fabrics. Understanding textile composition and production provides necessary knowledge to make informed decisions regarding fabric suitability and performance limitations. This course provides a broad overview of the composition, production and utilization of fabrics. Topics include the examination of natural and synthetic fibers; manufacturing of yarns and the processes of structuring yarns into fabrics. Knowledge will be gained in relation to dyestuffs, printing and fabric finishes. Fibre content, care and labelling laws are covered in detail.

FD 172 **3 credits**
Machine Knitting
 Prerequisites: ~~FD 171 or instructor's permission~~ none
 Students gain an understanding of the versatility of knit fabrics in the market place and gain awareness of how knitted fabrics are produced. Hands on experience with the domestic knitting machine allows for experimentation with patterns, textures, colours and yarns to produce fashion fabrics suitable for the current market. Creativity of design is emphasized. A child's sweater and one outfit will be taken to completion. Basic knitwear patterns are developed using computer applications.

FD 174 **3 credits**
Weaving ~~Fashion Fabrics~~
 Pre- or Corequisites: FD 171 or instructor's permission
 This course will allow students to develop a basic understanding of threading and weaving techniques on a four-shaft loom. Students will create a resource book of mounted samples through experimenting with a variety of structures and fibers. A length of fashion fabric, or shawl will be researched, designed, drafted and woven. Computer aided design and weaving programs will be introduced.

FD 181 **3 credits**
Garment Construction I
 Prerequisites: acceptance into the Fashion Design program
 Corequisites: FD 163 and FD 191
 An introduction to industrial garment assembly practices. Through a combination of lecture and lab sessions, students will learn and understand how various construction techniques are performed and used in the production of well made garments. Students will learn how to safely and efficiently operate industrial equipment and become exposed to sequencing methods, planning efficient work-flow and materials handling. Some will compile a resource book of construction samples for future reference. Knowledge and skills acquired will be applied through the construction of a garment bag, designed skirt and pant.

FD 182 **3 credits**
Garment Construction II
 Prerequisites: FD 181
 Corequisites: FD 164 and FD 192
 Students enrolled in this course will learn and understand how various construction techniques are performed and used in the production of well made garments. Quality assessment methods will be explored through the establishment of relevant criteria in relation to garment type, performance expectations and cost. A continuation of FD 181, involving more complex construction applications and projects involving special fabrics and embellishment details. A shirt, dress and child's outfit will be constructed in full size. Students will develop a resource book of related construction samples for; future reference.

FD 191 Pattern Drafting I Prerequisites: acceptance into the Fashion Design program Corequisites: FD 163 and FD 181 Students enrolled in this course will learn and understand how to develop basic skirt and pant pattern drafts and manipulate these drafts to create various design styles using flat pattern techniques. Standard and personal measurements will be used. To reinforce the importance of proper garment "fit", alterations and pattern adjustments will be examined and practiced. Pattern development in relation to design features, fabric characteristics and construction methods will be a major focus. Students will develop exercises in full and half scale. Students will be required to work in partnerships with others for components of class activities or projects.	3 credits
FD 192 Pattern Drafting II Prerequisites: FD 191 Corequisites: FD 164 and FD 182 Students enrolled in this course will learn and understand how to draft patterns for shirts, sleeves collars and dresses using standard and personal measurements. Pattern alterations and fitting techniques will be analyzed to develop Custom fitting garments. Children's pattern blocks will be manipulated to review pattern making techniques and to develop styled patterns. Students will develop a resource book of pattern drafts and manipulations in ½ and full scale.	3 credits
FD 193 History of Fashion Prerequisites: none Today's fashion industry continues to be influenced by historical influences. This introductory course is designed to provide an historical framework, define concepts, and present basic knowledge essential to understanding the present fashion industry. The development of fashion from ancient to modern times is examined, with emphasis placed on 20 th century fashions and the current Canadian fashion industry.	3 credits
FD 263 Apparel Design and Illustration I Prerequisites: FD114 and FD 164 or instructor's permission Corequisites: FD 281 and FD 283 Students enrolled in this course will learn how to use established fashion art techniques to design, develop and communicate ideas towards both the manufacturing and marketing sectors of the apparel industry. Students will learn how to develop manufacturer's lines and examine inspiration sources, fabric selection, design groupings and customer expectations. Projects covered will include suits for a select market, lingerie and swimwear.	3 credits
FD 264 Apparel Design and Illustration II Prerequisites: FD 263 Corequisites: FD 282 and FD 284 A continuation of FD 263, with emphasis on market research and the preparation of a portfolio of design inspirations, ideas, illustrations and photographs to be used at employment interviews. Students will design apparel which meets the functional needs of specific markets and develop a manufacturer's "line" of apparel for the market of their choice. Concept boards, illustrations and technical drawings are integral components.	3 credits
FD 265 Computer Applications for the Apparel Industry Prerequisites: FD 263, FD 281, and FD 283 Corequisites: none This course focuses on the skills and knowledge required to handle technological changes as they occur in the apparel industry. Students will gain understanding and competence utilizing apparel specific CAD programs and technology. Students will have the opportunity to incorporate and demonstrate competence utilizing the skills, knowledge, and abilities acquired through the Fashion Design program during a work practicum in the apparel industry. The	3 credits

practicum consists of 40 hours (one week) onsite, at a business operating in the apparel field.

FD 271**4 credits****Surface Design I**

Prerequisites: FD 171 or instructor's permission.

Students will learn how to apply design elements and principles to embellish and decorate the surface of fabrics. Experimentation with pigment paints and dyes on natural and synthetic fabrics is encouraged. A variety of techniques to create 3-dimensional effects for fabric surface embellishment are explored and researched. Students develop a collection of resource samples and produce fabric lengths of surface designed fabrics suitable for apparel.

FD 272**4 credits****Surface Design II**

Prerequisites: FD 171 or instructor's permission

A continuation of FD 271, covering more advanced surface design techniques and colour experiments through direct application of dyestuffs and paints, printing, immersion dyeing with fibre-reactive dyes; heat transfer printing with disperse dyes, screen printing with temporary and permanent screens, including stencilling and direct emulsion. Shibori resist techniques of pole wrapping, clamping, along with bound and stitched methods of altering fabric surfaces will be explored.

FD 281**3 credits****Advanced Construction I**

Prerequisites: FD 182 and FD 192

Corequisites: FD 263 and FD 283

This course explores advanced garment assembly methods and fabric handling techniques. Students will experiment with a variety of fabrics, support materials, stabilizers and construction methods to develop a resource book of samples. Full scale projects include a soft-tailored lined jacket, a bustier and a swimsuit. Appropriate finishing techniques and industrial applications will be incorporated throughout garment construction. Proper fit principles will be stressed. Students will be encouraged to coordinate the jacket project with a designed skirt or pant.

FD 282**3 credits****Advanced Construction II**

Prerequisites: 281

Corequisites: FD 264 and FD 284

Students enrolled in this course will learn industrial construction and finishing techniques and apply this knowledge to the production of a lined coat and jumpsuit. Emphasis will be placed on the development process, construction sequencing and production states required in the manufacturing of a line as designed in FD 264. A minimum of two complete "line" outfits will be produced. Students will be expected to research appropriate construction methods prior to garment development.

FD 283**3 credits****Advanced Pattern Drafting I**

Prerequisites: FD 164, FD 182, and FD 192

Corequisites: FD 263 and FD 283

Students enrolled in this course will learn more advanced pattern drafting skills and gain knowledge of apparel industry standards. Students will test patterns using muslin garments to confirm fit and proportion. Neatness, accuracy and correct fit will be stressed. Full scale pattern drafts will include fitted jackets, under-wire bodices and swimsuits. Students will refine drafts to develop pattern blocks, add seam allowances and apply appropriate marking and labels. Design interpretation testing will occur periodically throughout the semester.

FD 284**3 credits****Advanced Pattern Drafting II**

Prerequisites: FD 283

Corequisites: FD 264 and FD 281

Students will continue to develop pattern drafting and manipulation skills along with garment fitting techniques. Building upon concepts acquired in FD 283, students will draft and fit the coat

block, then perform manipulations to produce the stylized pattern. The jumpsuit project incorporates performance features with fit and ease of movement. Two complete outfits selected from the line designed by the student in FD 264 will be drafted to reflect the ability to convert design sketches into flat patterns. The importance of neatness, accuracy and correct fit will continue to be stressed.

FD 291**3 credits****Draping**

Prerequisites: FD 192 or instructor's permission

Corequisites: none

The practical study of three dimensional draping techniques provides the ability to drape fabric on the dress form to create garments. Students acquire a sense of proportion, a feel for texture and fabric drapability while handling fabric in relation to the design and fit on the dress form. The principles of draping may be used to develop various types of fit to reflect fashion silhouettes and enhance garment style. An overview of draping principles in relation to millinery will also be explored. Students will produce a garment with accompanying headpiece.

FD 292**3 credits****Pattern Grading and Production Processes**

Prerequisites: FD 192 or instructor's permission

Corequisites: none

Students enrolled in this course will gain knowledge and experience in the development of production patterns and the grading of fit approved patterns to produce accurate size ranges suitable for use in the apparel industry. Students will generate production patterns; comprehend, develop, and create grade charts; identify split and nested grades, and produce size sets. Manual and machine grading methods will be demonstrated and practiced. Grade principles are presented in relation to a variety of production processes and the computerization of grading within the apparel industry is explored. Students will work independently and/or collaboratively throughout the semester.

FD 296**3 credits****Independent Studies — Surface Design**

Prerequisites: FD 272 or instructor's permission

Students will further explore Surface Design concepts and techniques in relation to apparel. Independent research and experimentation with a variety of fabric embellishment processes is emphasized. Individual focus and major projects will be determined after consultation with the instructor.

FD 297**3 credits****Independent Studies — Knitwear Machine Knitting**

Prerequisites: FD 172 or instructor's permission

A continuation of FD 172, students will learn advanced techniques and more complex operation of the domestic knitting machine by utilizing the ribber bed, lace carriage and racking arm. Students will develop a resource book of samples and are encouraged to research knit applications and methods while experimenting with a variety of yarns. Knit contour and computer generated knitting patterns will be used to develop garments. After consultation with the instructor, students will plan, design and produce a machine knit outfit.

FD 298**3 credits****Independent Studies — Weaving**

Prerequisites: FD 174 or instructor's permission

This course will REINFORCE the principles and techniques of threading and weaving on a four shaft loom. The student will gain a more complex understanding of specific woven structures. Fabric lengths will be designed, drafted, woven for the construction into garments after consultation with the instructor. Computer aided design and weaving programs will be utilized for the generation of advanced fabric drafts.

- 3.8. SSSW Program Calendar Copy Changes; New Course Approvals: SSSW 312 (CYC 350A), SSSW 412 (CYC 350B); Course Description Change: SSSW 200; Course

Prerequisite Change: SSSW 394:

Georgina Marshall noted that due to the increasing number of applications for SSSW programs arriving on the initial application date, the department wished to stress the importance of mailing in completed applications instead of hand delivered, faxed, or applications submitted online. They wanted to make sure students understood that priority was given to mail-in applications, mailed on the application date - not before that date. It was suggested that wording to this effect be added. Georgina will amend the statement and send a copy to Ellenor for calendar copy.

Action: Georgina Marshall

Motion:

D. Epp / E. Harris

To approve the calendar copy change with respect to application procedures.

APPROVED

Revised Program for BSW - Child Welfare Specialization

1. Georgina Marshall noted that although the BSW Child Welfare Specialization program was approved at UCC in 1998, as a result of a provincial agreement between schools of social work with the B.C. Ministry for Children and Families, the curriculum has been changed. All the proposed courses are PAC approved. Georgina reviewed all the changes made to the program. Individual programs are set up for students already in the system. This is the first time this specialization has been in the calendar. Legal ramifications were discussed.

Motion:

P. Burkhart / S. Henderson

To approve the revised program for BSW - Child Welfare Specialization.

APPROVED

BSW Entrance Requirement Change

Georgina Marshall noted that PAC requested rephrasing the BSW entrance requirements to include the Social Work Code of Ethics. The new rephrased requirement on page 169 to read: “7. *All applicants must be willing and able to uphold the Social Work Code of Ethics. This will be demonstrated through applicants’ letters of reference, personal statements, and the group interview.*”

Motion:

J. Ballard / S. Flynn

To approve the change to the BSW entrance requirements to include the Social Work Code of Ethics.

APPROVED

Revised Course Descriptions - SSSW 200 - Counselling Skills

Georgina Marshall noted that students were struggling with learning two models of counselling in one semester. As the Client Centred model is used more often than Reality Therapy, students should have mastered the beginning competencies of a client centred model upon completion of the diploma level or upon entrance to the BSW program.

Motion:**D. Epp/ B. Cooke**

To approve the revised course description for SSSW 200.

APPROVED**Revised Pre- and Co-requisites for SSSW 394**

Georgina noted the clarification of course prerequisites for SSSW 394 as conditionally approved by PAC on October 25, 2000 to read: *“45 credits from Human Service program or Arts and Sciences, including PSYC 101, or instructor’s permission.”*

Motion:**D. Epp / B. Cooke**

To approve the prerequisite change to SSSW 394.

APPROVED**New Courses: SSSW 312 and SSSW 412**

Following a discussion it was agreed that the title of SSSW 312 should be *“Law and Social Services”* and the title of SSSW 412 should read: *“Legal Skills for Social Services Professionals.”* Georgina noted that library resources are adequate for now. There is lots of Ministry material online. In the future library resources will have to be looked at.

Motion:**B. Cooke / D. Epp**

To approve new course SSSW 312 - Law and Social Services.

APPROVED

Under prerequisites for SSSW 412 it was noted that it should read: *“Admission to the BSW or CYC degree program, and SSSW 312.”* Under Synonymous course(s) CYC 350A cannot be taken for further credit should be inserted.

Implementation for these two courses is Fall 2001.

Motion:**P. Burkhardt / B. Salingre**

To approve new course SSSW 412 with amendments.

APPROVED**Calendar Copy (164)****How to apply**

Submit the application fee along with your UCFV application for admission form to the Admission and Records (A&R) office. Application forms are available from any A&R or Student Services office. You are advised to mail in your application as it will receive priority over hand-delivered applications based on the post-marked date. See pages 10-15 for a complete list of applications dates and general information.

Calendar Copy (page 169)

How to apply

Submit the application fee along with your UCFV application for admission form to the Admission and Records (A&R) office. Application forms are available from any A&R or Student Services office. You are advised to mail in your application as it will receive priority over hand-delivered applications based on the post-marked date. See pages 10-15 for a complete list of applications dates and general information.

7. All applicants must be willing and able to uphold the Social Work Code of Ethics. This will be demonstrated through applicants' letters of reference, personal statements, and the group interview.

~~**Note:** Admission to the program is based on the assessment of the applicant's suitability for the field of social work as reflected in the entrance requirements and the Social Work Code of Ethics.~~

Calendar Copy (page 170)

BSW Child Welfare Specialization program**Third Year (Fall Semester)**

Course	Title	Credits
SSSW 300	Social Work Methods I	3
SSSW 311	Generalist SW Practice	3
SSSW 312	Law and Social Services	3
SSSW 320	Cross Cultural SW	3
SSSW 394	Substance Misuse Issues	3
Total		15

Third Year (Winter Semester)

Course	Title	Credits
SSSW 392	First Nations Social Work	3
SSSW 330	Practicum I	6
SSSW 380	Social Work and Community Development	3
Lower- or Upper-level Arts elective		3
Lower- or Upper-level Arts elective		3
Total		18

Fourth Year (Fall Semester)

Course	Title	Credits
SSSW 404	Research Methods	3
SSSW 410	Social Welfare Policy	3
SSSW 483	Family Centered Social Work	3
SSSW 491	Child Welfare	3
SSSW 412	Legal Skills for Social Service Professionals	3
Total		15

Fourth Year (Winter Semester)

Course	Title	Credits
SSSW 430	Practicum II	9

SSSW 496	Disabilities	3
SSSW 498	Multi-disciplinary Child Welfare	3
Total		15
Program total		63

Calendar Copy (page 269)

SSSW 200: (~~formerly HSER 200~~): **3 credits**
Counselling Skills

This course is designed to train ~~participants~~ students to develop their basic helping skills. Students will be expected to develop beginning competencies in ~~the Carkhuff and reality therapy models~~ a person centred model of helping. Students will be expected, ~~in the video lab and classroom, to role-play as well as~~ to discuss and share real experiences.

Calendar Copy (page 271)

SSSW 394 **3 credits**
~~Introduction to Substance Misuse Issues~~
Prerequisites: 45 credits from a Human Service program or Arts and Sciences, including PSYC 101, or instructor's permission.

SSSW 312 **3 credits**
Law and Social Services

Prerequisites: admission into the BSW or CYC degree program
Corequisites: none

This course utilizes a critical analysis to introduce students to law and related social policies relevant to Child and Youth Care and Social Work practitioners. Students will examine law as an expression of social policy in areas such as child welfare, domestic violence, mental health, family law, young offenders, social assistance and human rights, particularly as they affect vulnerable and marginalized populations. The course will address statutory frameworks, with an emphasis on the role of law, the structure of courts, professional codes of ethics, and legal accountability and liability.

Note: Student cannot receive credit for both SSSW 312 and CYC 350A.

SSSW 412 **3 credits**
Legal Skills for Social Service Professionals

Prerequisites: admission to the BSW or CYC degree program and SSSW 312
Corequisites: none

Legal Skills for Social Service Professionals is a skills-based course focusing on both the development and the demonstration of skills that are part of statutory social service functions in child welfare, probation and youth work, parole, family court counselling and mental health. Students will learn and demonstrate skills related to the various mandates that govern their work as

professionals in the social services. The course will involve experiential learning related to dispute resolution, advocacy, and legal skills such as investigation, evidence giving, and report writing. Fundamental to practicing these skills is an understanding of empowerment, partnership, working across differences, and individual and systemic change. The course will utilize a critical perspective and promote an understanding of the strengths and limitations of these skills in social service fields.

Note: Students cannot receive credit for both SSSW 412 and CYC 350B.

3.9 Course Revisions: KPE 103, 161, 164, 190, 264, 265, 266, 290, 291

Craig Chamberlin reviewed the revisions that were made to the KPE courses relating to the implementation of the degree program.

KPE 103: Craig noted a title and course description change. It was suggested that the word “eating” in the course description should be changed to “good nutrition.” Craig noted that the department has emphasizing the health-based approach in the course.

Motion:

E. Harris / P. Wilson

To approve the title change to “*Active Health*” and course description change to KPE 103.

APPROVED

KPE 161: Craig noted the title change and course description change. The new title more accurately describes the learning objectives.

Motion:

S. Henderson / S. Flynn

To approve the tile change to “*Introduction to Kinesiology*” and course description change to KPE 161.

APPROVED

KPE 170: This was a course number change from KPE 190, and a course title change to Basic Human Anatomy. Craig reviewed the reasoning for the number change. It was suggested that the Program Outline on page 155 of the calendar should be revised to reflect the number changes. It was also noted that the Associate of Arts program outline has the KPE courses identified and these changes should be communicated to that department. Craig reviewed the relationship of KPE 190 (170) to BIO 105. Students transferring to SFU cannot receive credit for both BIO 105 and KPE 190(170). The UCFV Kinesiology department policy is not to accept BIO 105 as the equivalent to KPE 190(170). It was also suggested that the words “functional” and “basic physiology” should be removed from the calendar description.

Action: C. Chamberlin

Motion:

B. Salingre / J. Ballard

To approve the renumbering from KPE 190 to KPE 170 and title change to Basic Human Anatomy, with amendments to the course description.

APPROVED

KPE 266: Craig reviewed the prerequisite change to “30 credits university level courses completed.”

Motion:

J. Ballard / S. Flynn

To approve the prerequisite change to KPE 266 to read: “30 credits university level courses completed.”

APPROVED

KPE 164 Renumbered to KPE 268: Revised to a second-year course because first-year students were having trouble with it. Also a change to the title to “Introduction to Motor Learning and Control,” and a change to the prerequisites to “30 credits university level courses completed.” It was noted that renumbering this course will make it harder for students wishing to gain prerequisites to enter the degree to gather the number of core courses required. Craig noted that the department has a set of core courses they prefer students to take. It was suggested that the department look at the prerequisites for this course in the future.

Motion:

J. Ballard / B. Cooke

To approve the course renumbering from KPE 164 to KPE 268; the title change to “Introduction to Motor Learning and Control”, and the prerequisite change to “30 credits university level courses completed.”

APPROVED

KPE 290 Renumbered to KPE 270: There was a title change to “Human Physiology I” reflecting the anatomy restructuring.

Motion:

S. Flynn / P. Burkhart

To approve the renumbering of KPE 290 to KPE 270 and title change to “*Human Physiology I.*”

APPROVED

KPE 265 Renumbered to KPE 365: Craig reviewed how this course went from KPE 165 to 265 and now to 365 because the department felt it would work better as a 300-level upper-level course.

Motion:

S. Flynn / D. Epp

To approve the renumbering of KPE 265 to KPE 365.

APPROVED

KPE 264 Renumbered to KPE 368: A title change was also made. It is a follow-up course to KPE 268. It was noted that the Associate of Arts had changed their program and KPE 264, 290, and 291 were identified as courses for that program. These courses have now been renumbered and that program should be notified. Craig agreed to do that.

Action: C. Chamberlin

Motion:

D. Epp / P. Burkhart

To approve the renumbering of KPE 264 to KPE 368, and a title change to the course.

APPROVED

KPE 291 Renumbered to KPE 370: A title change was also made.

Motion:

P. Burkhart / B. Salinger

To approve the renumbering of KPE 291 to KPE 370, and a title change to the course.

APPROVED

New Course: KPE 133b: Craig noted that this course was the last of the courses for the Adventure Tourism certificate program at CTC. He noted that the implementation date for this course is Fall 2000. Craig noted that the problem is the quarter system at CTC vs. the semester system at UCFV, and fitting the two together. This is the last course in this program. It was suggested that under resources, examples should be listed for future reference, and under reserved reading examples listed on the course outline.

Motion:

D. Epp / S. Flynn

To approve course outline for KPE 133b with implementation date change to Fall 2000.

APPROVED

Calendar Copy (page 244)

KPE 103:	3 credits
Principles of Fitness and Conditioning Active Health	
Prerequisites: none	
Transferability: SFU, UBC, UVic, TWU, OU	
<p>This course introduces you to the idea of active living and healthy lifestyles. Components of fitness and basic training principles are introduced to help students understand how to be active and to improve physical fitness and overall health. The role of physical activity in relation to cardiovascular and other chronic diseases is discussed along with other healthy lifestyle habits such as good nutrition and not smoking. Student will be exposed to a variety of lifelong physical activities.</p>	

Calendar Copy (page 245)

KPE 133b	1.5 credits
Water-based Recreation: Introduction to Ocean Kayaking	
Prerequisite: KPE 133a	
Transferability: none	
<p>This course will introduce students to ocean kayaking using a combination of theory and practical application. Through the course students will learn the basic skills necessary to travel safely in a marine environment. Topics will include paddling skills, navigation, safety procedures, environmental ethics, and trip preparation skills.</p>	
KPE 161:	3 credits
Intro to Physical Education, Recreation, and Sport Introduction to Kinesiology	
Prerequisites: none	
Transferability: SFU, UBC, UVic, TWU, OU	
<p>This course will provide you with an introduction to the field of kinesiology, in particular focusing on the historical and philosophical aspects of the field.</p>	
KPE 170 (formerly KPE 190)	4 credits
Basic Human Anatomy	
Prerequisites: none	
Transferability: SFU, UBC, UVic, TWU, OU	
<p>This course gives you an introduction to human anatomy with particular emphasis on human movement. Lectures focus on the basic structure of the majority of the body's</p>	

organ systems, while the labs focus principally on anatomy. Note: Only one of KPE 170 or KPE 190 can be taken for credit.	
KPE 190	4 credits
KPE 266 3 credits Exercise and Sport Psychology Prerequisites: KPE 164 30 credits university-level courses completed	
KPE 268 (formerly KPE 164) 3 credits Introduction to Motor Learning and Control Prerequisites: 30 credits university level courses completed Transferability: SFU, UBC, UVic, TWU, OU This course will introduce students to the basic principles underlying, and the variables that impact, the process by which humans acquire motor skills. Included will be a consideration of the psychological foundations and developmental issues that interact with our ability to acquire skilled behaviour. Note: Only one of KPE 164 or 268 can be taken for credit.	
KPE 164	3 credits
KPE 270 (formerly KPE 290): 4 credits Human Physiology Prerequisites: KPE 163 or KPE 170 or BIO 111/112, and 30 credits university-level courses completed Transferability: SFU, UBC, UVic, TWU, OU This course will examine the structure and function of systems involved in the control and execution of human movement, including a detailed examination of histology, the integumentary system, the musculoskeletal system, and the integration and control systems (nervous and endocrine). Labs will focus on organ system physiology. Note: Only one of KPE 270 or KPE 290 can be taken for credit.	
KPE 290:	4 credits
KPE 365 (formerly KPE 265) 3 credits Physical Growth and Motor Development Prerequisites: KPE 163 or KPE 170 or BIO 111/112 Transferability: SFU, UBC, UVic, TWU, OU This course will provide an overview of the impact that growth and maturation have on the development of motor skills from conception through to old age. Particular emphasis will be given to the Grades K-12 years and the effect of growth and maturation on physiological and psychological functioning of the maturing organism. Note: Only one of KPE 165, 265, or 365 can be taken for credit.	
KPE 265:	3 credits
KPE 368 (formerly KPE 264) 4 credits Advanced Motor Learning and Control Prerequisites: KPE 268 Transferability: SFU, UBC, UVic, TWU, OU An in-depth consideration of the principles of motor learning and control with applications drawn to the teaching of motor skills in physical education, sport, and other physical activity situations.	

Note: Only one of KPE 264 or KPE 368 can be taken for credit.	
KPE 264	4 credits
KPE 370 (formerly KPE 291): Human Physiology II Prerequisites: KPE 270 Transferability: SFU, UBC, UVic, TWU, This course is a continuation of KPE 270 and will examine the structure, function, and regulation of the organ systems supporting human movement (circulatory, lymphatic, respiratory, urinary, and digestive) as well as the immune and reproductive systems. Labs will focus on organ system physiology. Note: Only one of KPE 291 or KPE 370 can be taken for credit.	

3.10 New Course: CRIM 214; Elective Change to Program; and Prerequisite Correction for CRIM 335

Tim Segger noted that CRIM 212 (Selected Topics) was used to teach the course *Women, Crime and Criminal Justice*, and now the department want to make that course a part of the regular offerings under CRIM 214. This course would be listed as lower level Crim elective. Tim noted that PLA should be available on the course outline and the method of PLA would be by course challenge. Tim requested that a note in the calendar informing students that they cannot take "Women, Crime and Criminal Justice" more than once for credit. Tim was asked to discuss with Bill Cooke and Elaine Harris the wording for the note in the calendar.

Action: T. Segger

Note: Following consultation with Bill Cooke and Elaine Harris, Tim Segger requested contingent approval for renumbering "*Selected Topics*" as CRIM 214. CRIM 212 will remain as "*Women, Crime and Criminal Justice*." [This item to be approved at the January PAC meeting.]

PAC Agenda: 2001-01-31

Motion:

B. Cooke / D. Epp

To approve course outline CRIM 214 course outline with the modifications that will be done by Tim Segger, Bill Cooke, and Elaine Harris.

APPROVED

Tim Segger noted that the department proposed to remove SSSW 394 from the selection of lower-level Crim electives as listed in the calendar (page 79). This course has been upgraded from a second-year course to a third-year course. Crim degree students are now permitted to take SSW 394 as an upper-level, non-Crim elective.

Motion:

J. Ballard / E. Harris

To approve the removal of SSSW 394 from the selection of lower-level electives for the Criminology diploma.

APPROVED

Tim Segger noted that a mistake in the 2000/2001 calendar recorded the prerequisites for CRIM 335 incorrectly. It was suggested that Tim Segger write a memo to the Calendar committee requesting that the prerequisites for CRIM 335 be the same as printed in the 1999/2000 calendar.

Action: Tim Segger

Calendar Copy (page 79)

Crim electives include: CRIM 101, CRIM 109, CRIM 130, CRIM 135, CRIM 151, CRIM 210, CRIM 212, CRIM 213, CRIM 214, SSSW 394

Calendar Copy (page 217)

CRIM 212: **3 credits**
Selected Topics Women, Crime and Criminal Justice
 Prerequisites: none
 Examines the nature of crimes committed by females and some of the sociological, sociocultural, and sociopsychological explanations of this criminal and deviant behaviour. Women's experiences as survivors and victims of criminal behaviour and as professionals working within the criminal justice system will be explored. Societal responses to female offenders and professionals will be examined.

CRIM 214: **3 credits**
Selected Topics
 Prerequisites: none
 This course will review theory, methods, and research results in a selected area of criminal justice. Students should check with the Criminology and Criminal Justice department to determine the content area for a particular semester.

Calendar Copy (page 218)

CRIM 335 **3 credits**
Human Rights and Civil Liberties
 Prerequisites: acceptance into a degree program (with a minimum of 45 university transferable credits) and nine credits of lower-level CRIM including CRIM 100. POSC 110 strongly recommended.

- 3.11 **New Course: COMP 073 - Online Learner Success**
 Maureen Kiner noted that COMP 073 was a new course that came about as a result of the department's involvement in a provincial initiative. Applied Business Technology is involved in a province wide project (Collaborative Online Programs for E-Learners or COPE) to develop and deliver online courses that comprise the "core" of ABT programs. The project is currently in the pilot phase with seven courses to be available online by January 2001.

The Online Learner Success course is designed to equip the learner with the basic skills to be successful in an online learning environment. This course will be a prerequisite to all other ABT online courses. It would also be useful for students taking online courses in other programs. A discussion was held on credit assigned to this course. It was noted that students would need access to a computer and the Internet and this should be added to the course outline under "Supplies and Materials."

Motion:**D. Epp / S. Henderson**

To approve one (1) credit be assigned to COMP 073.

APPROVED
Opposed: 1

Motion:**P. Burkhart / D. Epp**

To approve COMP 073 course outline with amendment.

APPROVED

Calendar Copy (page 214)

COMP 073

1 credit

Online Learner Success

Prerequisites: none

This course is designed to introduce the learner to the skills necessary to be a successful learner in the online environment. Upon completion of the course the learner will create, send, and reply to e-mails; use basic Internet skills; access WebCT; use the bulletin board and chat in WebCT.

3.12 BA Business Administration Minor in Financial Management

Michael MacColl noted that ACC had approved the proposal for a minor in Financial Management with two friendly amendments: that the upper-level requirements list include ECON 398 and ECON 410 (both for 4 credits) to give flexibility to the minor. The emergence of this minor is to parallel the concentrations that have been approved. It was noted that the change would be made in the calendar to a minor in Accounting, and a Minor in Financial Management. The students who are in the minor in Accounting/Finance would continue to complete that minor. It was suggested that there be a notation in the calendar indicating that the Accounting/Finance minor option will no longer be available after Fall 2001. The implementation date for the minor in Financial Management is Fall 2001.

Motion:

P. Burkhardt / S. Henderson

To approve and recommend to UCC the proposal for a BA Business Administration Minor in Financial Management.

**APPROVED
RECOMMENDED TO UCC**

Calendar Copy (page 102)

BUSINESS ADMINISTRATION

- **Minor in Accounting / Finance**
- **Minor in Financial Management**

Calendar Copy (page 110)

MINORS IN BUSINESS ADMINISTRATION

UCFV offers ~~six~~ seven minors in Business Administration. These include:

- General Business
- Accounting/~~Finance~~
- Financial Management
- Marketing

Calendar Copy (page 111)

Minor in Accounting /~~Finance~~

Note: Principles of Math 12 with a C+ or better or the equivalent is a prerequisite for ~~more~~ most of these courses.

Upper-level requirements

Course Title

Credits

Five courses from:

BUS 338 *	Accounting Information Systems *	
BUS 347*	Auditing Principles *	3
BUS 348		
BUS 349		
BUS 433		
BUS 435		
BUS 439	Advanced Financial Accounting*	3
Total		15
Note: BUS 343/344 and BUS 345/346 are sequential pairs and both “halves” are recommended.		
* Please refer to prerequisite requirements in calendar course descriptions.		

Calendar Copy (page 112)

Minor in Financial Management		
Lower-level requirements		
Course	Title	Credits
BUS 145 *	Introduction to Financial Accounting	3
BUS 160	Computerized Business Applications	4
BUS 247 *	Managerial Accounting	3
ECON 100	Principles of Microeconomics	3
Plus one other lower level BUS or ECON course		3
Total		16
Upper-level requirements		
Students are required to take a minimum of 15 credits from the core or concentration courses:		
Course	Title	Credits
BUS 349 *	Financial Management I	3
BUS 433 *	Investments	3
BUS 434 *	Risk Management and Financial Engineering	3
BUS 435 **	International Finance	3
BUS 449 *	Financial Management II	3
ECON 398*	Business and Government II — Topics in Macroeconomics	3
ECON 410*	Money and Banking	3
Total		15
* Please refer to prerequisite requirements in calendar course descriptions.		
** Prerequisites: Principles of Math 12 (provincially examined) or equivalent, MATH 106, BUS 301 (MATH 115 recommended).		

3.13 Changes to Sociology/Anthropology Major and Revisions to LAS 100

Jean Ballard noted that the SCMS department wanted to make a change to the calendar copy regarding upper-level requirements for the sociology/anthropology major. She requested identification of ANTH 301 as an alternative to SOC 350, for those students who have specific career or educational goals pertaining to anthropology. She also wanted to make it clear that the Soc/Anth majors would have to have the permission of the department head to use ANTH 301 in lieu of SOC 350. Jean also requested reorganization of the upper-level requirements, to address student confusion over the total number of sociology credits required vis-a-vis the total number of anthropology credits required. Jean noted that the department has reorganized how the upper-level credits are described in the calendar.

Motion:**E. Harris / S. Henderson**

To approve the changes to the Sociology/Anthropology major as presented.

APPROVED

Revisions to LAS 100

Jean Ballard noted that LAS 100 was outdated and no longer reflected current material or practice. She requested approval of course description, reduction of hours from 60 to 45, change in learning objectives, methods, texts, student evaluation procedures, and course content.

Motion:

P. Burkhart / E. Harris

To approve revisions to LAS 100 course outline as presented.

APPROVED

Calendar Copy (page 66)

Upper-level requirements: 32 credits

Thirty-two credits of 300- and 400-level sociology and anthropology, ~~to include 20 credits in sociology and 12 credits in anthropology.~~ as follows:

~~**Sociology — 20 credits.....Anthropology — 12 credits....**~~ (see page 266).

- SCMS 355* or SCMS 356
- Sociology 350**
- 12 additional upper-level credits in sociology or in SCMS courses with a sociology focus (see page 266)
- 12 additional upper-level credits in anthropology or in SCMS courses with an anthropology focus (see page 266)

* Mathematics 302, Criminology/Criminal Justice 320 or Geography 352 may be substituted for SCMS 355. Note: MATH 302 is a three-credit course, whereas SCMS 355 is a four-credit course.

** Students who are focusing on anthropology, and particularly those considering graduate work in anthropology, may use ANTH 301 to fulfill the theory requirement instead of SOC 350, with permission of the department head. Students wishing to take ANTH 301 are advised that this course is generally offered every other year.

Calendar Copy (page 246)

LAS 100

3 credits

Images of Latin America

Prerequisites: none

Corequisites: none

Transferability: SFU, TWU, UVic, OU

~~“Students ...recognizeknowledge.”~~

~~This course offersregion.~~

Using Latin America as a case study, LAS 100 offers students the opportunity to examine the images of the “underdeveloped” world that we encounter in the mass media on a daily basis. We will concentrate on the images found in the media of television, radio and print journalism, but will also pay attention to those images that have come to us through film. Thus, students will “experience” Latin America through its images, but will be encouraged to analyze what exactly it is that is being “experienced.” In doing this, we will be following current events in Latin America, and be making a critical, on-going assessment of coverage of those events in the mass media. The result is an effective introduction to the human condition and culture of our Latin American neighbours, and a critical glimpse at the limitations inherent in our view

of that part of the world.

3.14 NURS 205 - Changes to Title, Calendar Description, and Course Goals

Wanda Gordon reviewed the changes made to NURS 205's title, calendar description and course goals. The revisions did not change the intent of the course, but reflect the current course content more accurately and completely. The title changed to *"Partnership Within the Nursing Profession"*. The course description and course goals were changed to reflect the content and curriculum being taught. Following a discussion on the corequisites, Wanda wished to discuss corequisites with the department faculty and look at them across the whole curriculum and bring them to PAC as a whole package. It was suggested that under the heading "Selected Readings" examples of readings should be listed (a copy of revised course outline to be sent to PAC).

Action: Wanda Gordon
D. Epp / J. Ballard

Motion:

To approve title, course description, and course goals for NURS 205.

APPROVED

Calendar Description (page 255)

<p>NURS 205: Leadership Partnership Within the Nursing Profession Prerequisites: NURS 202 Corequisites: NURS 204, NURS 206 HSC 212</p> <p>This course will explore partnerships in nursing practice. Nurse leaders must be able to communicate clearly within the profession and within a broader health care context. Students will explore concepts related to leadership, group dynamics, and organizations in which nurses practice. Theory related to conflict resolution and change will be examined.</p>	<p>2 credits</p>
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3.15 Prerequisite Change to BIO 416; and General Science Category Calendar Information

The Biology department requested a prerequisite change to BIO 416 in order to give students more biological experience so that they can comprehend the vast amount of data upon which evolutionary theory is based. Prerequisites should read: *"BIO 210 and BIO 220; and either BIO 312 or BIO 320."*

Motion:

D. Epp / S. Flynn

To approve the prerequisite change of *"BIO 210 and BIO 220; and either BIO 312 or BIO 320"* to BIO 416.

APPROVED

Following consultation with Elaine Harris and Joanne Bishop (at the request of PAC), the Biology department submitted a change in calendar wording for the newly created category, General Science.

Motion:

S. Henderson / D. Epp

To approve the calendar description wording for the new category of General Science.

APPROVED

Calendar Copy (page 132)

SCIENCE PROGRAMS

Science programs include General Science, Associate of Science, Bachelor of Science, and Engineering Transfer programs.

GENERAL SCIENCE

General Science is a category designed for students entering UCFV who wish to study science. After one year of studies (28 credits) the General Science students can apply for enrollment into the Bachelor of Science Program (see BSc Entrance Requirements on page 135).

Entrance requirements:

- B.C. secondary school graduation or equivalent or minimum of 19 years of age before the first day of classes.

Note: You must meet the prerequisites for your course(s) before you begin classes. Please read the course descriptions to determine which prerequisite courses are needed. If a Composition Placement Test (CPT), Math Placement Test (MPT), or a Computer Skills Placement Test (CSPT) is required, please make arrangements early in the year to write it.

How to apply

1. Submit the application fee along with your UCFV application for admission form to the Admissions and Records (A&R) office. Application forms are available from any A&R or Student Services office. See pages 11-15 for a complete list of application dates and general admission information.

Additional documents required for a complete application:

- proof of B.C. secondary school graduation or equivalent or 19 years of age before the first day of classes.
- transcripts (or interim transcripts) from every post-secondary institution you have attended showing grade/course achievement as per course prerequisites.

Proof of completion of course prerequisites is due the end of the first week in August for the fall semester. Please submit your official high school transcript as soon as you receive your final grades.

2. Upon admission to the program, you will be provided with registration information. A deposit is required when you register (see the *Fees and Other Costs* section on page 20). This money will be applied to the tuition fees. Final payment of all course fees is due the end of the second week of classes.

Priority admission

Applications for priority admission are accepted for this program. See page 16 for information.

Fees and additional costs

Fees stated are in effect for 2000/2001 and are subject to change for 2002/2003. The fees for a full-time student (five courses or 19 credits) would be about \$850 per semester. Books and additional supplies cost \$80 to \$100 per course. See the *Fees and Other Costs* section on page 20 for more information.

Location

First-year courses can be completed at either the Abbotsford or Chilliwack campus. Currently, all courses beyond first year are only offered at the Abbotsford campus.

Visiting students

Students from other institutions may wish to take courses in the UCFV program in order to complete their studies at their institution. This requires a Letter of Permission from their institution as well as an application to UCFV as a visiting student. Students should consult the Registrar's office at their

institution. Visiting students may not receive the same priority in registration as UCFV students.

General Studies diploma

Students in the General Science category are eligible to complete the General Studies diploma. Although there are no specific entrance or course requirements for this option, you may request a General Studies diploma upon successful completion of **any** 60 credits at UCFV with a cumulative grade point average of 2.0. Students must submit a Request for Graduation form to the Admissions and Records office by April 1.

ASSOCIATE OF SCIENCE DEGREE

The UCFV Associate of Science

Calendar Copy (page 201)

BIO 416

3 credits

Evolution (3,0,0)

Developed in partnership with Simon Fraser University

Prerequisites: BIO 210 and BIO 220; and either BIO 312 or BIO 320 ~~or instructor's permission~~

3.16 Trades Programs - Name Changes

The Trades department proposed corrections to the names of some of their certificate programs as they appear in the Banner registration system as follows:

Automotive Technician Certificate	- to -	Automotive Service Technician Certificate Entry Level Trades Training
Carpentry Certificate	- to -	Carpentry Certificate Entry Level Trades Training
Commercial Transport Technician Cert.	- to -	Delete. Program no longer offered.
Certificate in Basic Electricity	- to -	Delete. Program duplicated with two different names.
Certificate in Electricity	- to -	Electrical Work Certificate Entry Level Trades Training
Heavy Duty/Commercial Transport Cert.	- to -	Heavy Duty/Commercial Transport Cert. Entry Level Trades Training
Joinery Certificate	- to -	Joinery Certificate Entry Level Trades Training
Parts & Warehousing Certificate	- to -	Parts & Warehousing Certificate Entry Level Trades Training
Certificate in Welding/Fabrication	- to -	Welding Level C Certificate Welding Level B Certificate (Type B Cert.) Welding Level A Certificate (Type B Cert.)

Motion:

B. Cooke / J. Ballard

To approved the corrections to the names of Trades certificates.

APPROVED

Trades Programs Upgrading Categories Additions

The Trades department advised that ITAC are suggesting some changes to the methodology of training. This would mean that an apprentice might be scheduled into a class for a few days to secure additional training and would be referred to as “upgrading.”

Motion:

P. Burkhart / D. Epp

To approve the proposed Trades upgrading categories.

APPROVED

Motion:

B. Cooke / D. Epp

To approve the wording for the fee for upgrading students.

APPROVED

Calendar Copy (page 4)

Trades & Technology Training

Auto Service Technician certificate
 Auto Service Technician upgrading
 Carpentry certificate
 Carpentry upgrading
 Drafting Technician certificate
 Drafting upgrading
 Electrical Work certificate.....
 Electrical Work upgrading
 Electronics Core certificate
 Electronics upgrading
 Heavy Duty/Commercial Transport certificate
 Heavy Duty/Commercial Transport upgrading.....
 Joinery certificate
 Joinery upgrading
 Parts and Warehousing certificate
 Parts and Warehousing upgrading
 Welding certificate
 Welding upgrading

Calendar Copy (page 6)

Trades & Technology

Auto Service Technician certificate
 Carpentry certificate
 Drafting Technician certificate
 Electrical Work certificate
 Electronics Core certificate
 Heavy Duty/Commercial Transport certificate
 Joinery certificate
 Parts & Warehousing certificate
 Welding C, B, & A certificate

Calendar Copy (page 172)

Trades and Technology Training — Program at a Glance

Auto Service Technician certificate
 Carpentry certificate
 Drafting Technician certificate

Electrical Work certificate
 Electronics Core certificate
 Heavy Duty/Commercial Transport certificate
 Joinery certificate
 Parts & Warehousing certificate
 Welding C, B, & A certificate

Calendar Copy (page 173)

Trades & Technology Training

Auto Service Technician certificate
Entry Level Trades Training
 At UCFVrequired.

Auto Service Technician upgrading

The purpose of the upgrading program is to assist those currently or recently employed in a trade, to improve their knowledge and techniques or become proficient in additional areas."

Fee for Upgrading Students

Tuition fees are based on one week blocks of training , which is approximately \$36.00 per week. Additional fees will be charged, depending on the topic of the upgrade.

Calendar Copy (page 279)

A	
Auto Service Technician	173

Calendar Copy (page 175-176)

Carpentry certificate
Entry Level Trades Training
 At UCFV2 ½ years.

Carpentry upgrading

The purpose of the upgrading program is to assist those currently or recently employed in a trade, to improve their knowledge and techniques or become proficient in additional areas."

Fee for Upgrading Students

Tuition fees are based on one week blocks of training , which is approximately \$36.00 per week. Additional fees will be charged, depending on the topic of the upgrade.

Calendar Copy (page 178)

Electrical Work certificate
Entry Level Trades Training
 This program 852-5911

Electrical Work upgrading

The purpose of the upgrading program is to assist those currently or recently employed in a trade, to improve their knowledge and techniques or become proficient in additional areas."

Fee for Upgrading Students

Tuition fees are based on one week blocks of training , which is approximately \$36.00 per week. Additional fees will be charged, depending on the topic of the upgrade.

Electronics

This program.....program.

Electronics upgrading

The purpose of the upgrading program is to assist those currently or recently employed in a trade, to improve their knowledge and techniques or become proficient in additional areas.”

Fee for Upgrading Students

Tuition fees are based on one week blocks of training , which is approximately \$36.00 per week. Additional fees will be charged, depending on the topic of the upgrade.

Heavy Duty/Commercial Transport certificate**Entry Level Trades Training**

At UCFVrequired.

Heavy Duty/Commercial Transport upgrading

The purpose of the upgrading program is to assist those currently or recently employed in a trade, to improve their knowledge and techniques or become proficient in additional areas.”

Fee for Upgrading Students

Tuition fees are based on one week blocks of training , which is approximately \$36.00 per week. Additional fees will be charged, depending on the topic of the upgrade.

Calendar Copy (page 180-181)

Joinery certificate**Entry Level Trades Training**

At UCFVrequired.

Joinery upgrading

The purpose of the upgrading program is to assist those currently or recently employed in a trade, to improve their knowledge and techniques or become proficient in additional areas.”

Fee for Upgrading Students

Tuition fees are based on one week blocks of training , which is approximately \$36.00 per week. Additional fees will be charged, depending on the topic of the upgrade.

Calendar Copy (page 181-182)

Parts & Warehousing certificate**Entry Level Trades Training**

At UCFVrequired.

Parts & Warehousing upgrading

The purpose of the upgrading program is to assist those currently or recently employed in a trade, to improve their knowledge and techniques or become proficient in additional areas.”

Fee for Upgrading Students

Tuition fees are based on one week blocks of training , which is approximately \$36.00 per week. Additional fees will be charged, depending on the topic of the upgrade.

The CE department requested the change of title to “*Career Development Practitioner*” certificate program as the new title better describes the intention of the program and better describes what the program entails, is more applicable to current terminology (both provincially and nationally), and Douglas College has already changed their title of the course. Students are permitted to take courses in programs offered at both Douglas and UCFV. Implementation date is January, 2001.

Motion:**B. Salingre / B. Cooke**

To approve the change in title of CE certificate to “*Career Development Practitioner certificate program.*”

APPROVED

Calendar Copy (page 3)

Community Access, Business, & Information Technology	
Employment Counselling Training Career Development Practitioner	89

Calendar Copy (page 15)

Employment Counselling Training Career Development Practitioner

Calendar Copy (page 87)

Certificate programs:
Employment Counselling Training Career Development Practitioner

Calendar Copy (page 89)

Employment Counselling Training Career Development Practitioner — This program
864-4636.

Calendar Copy (page 280)

E
Employment Counselling Training Career Development Practitioner.....89

3.18 Calendar Copy Changes to the Terms Prerequisites and Corequisites for Biology, Math and Physics courses.

The Science, Health and Human Services department requested modification so that “corequisites(s)” become “pre- or corequisites(s)” for certain courses:

Motion:**E. Harris / S. Flynn**

To approve the modification so that “corequisites(s)” become “pre-or corequisite(s)” for the following courses: BIO 210, BIO 202, BIO 325, MATH 235, MATH 255, PHYS 100, PHYS 111, PHYS 112, PHYS 221, PHYS 131, PHYS 252, PHYS 332, PHYS 342, PHYS 462, PHYS 472, PHYS 482, PHYS 485.

APPROVED

Calendar Copy (page 198-199)

BIO 201:	4 credits
Cell Biology I (3,0,3)	
Prerequisites: BIO 112, or	
Pre- or Corequisites: CHEM 211	
BIO 202:.....	
Pre- or Corequisites:.....	
BIO 325:.....	

Pre- or Corequisites:.....

Calendar Copy (page 252)

MATH 235.....

Pre- or Corequisites:

MATH 255

Prerequisites: MATH 112; OR MATH 114

Pre- or Corequisites: MATH 211, MATH 221, or PHYS 221, unless MATH 152 already completed.

Calendar Copy (page 259-160-161)

PHYS 100

Pre- or Corequisites:

PHYS 111.....Pre- or Corequisites: MATH 111 (~~may be taken as a prerequisite~~)**PHYS 112**Pre- or Corequisites: MATH 112 (~~may be taken as a prerequisite~~)**PHYS 221**Pre- or Corequisites: MATH 211 (~~may be taken as a prerequisite~~)**PHYS 231**Pre- or Corequisites: MATH 112 (~~may be taken as a prerequisite~~)**PHYS 252**Pre- or Corequisites: MATH 112, PHYS 112 (~~both can also be taken as a prerequisite~~)**PHYS 332 ...**Pre- or Corequisites: PHYS 342 (~~may be taken as a prerequisite~~)**PHYS 342**Pre- or Corequisites: PHYS 332 (~~may be taken as a prerequisite~~)**PHYS 462**Pre- or Corequisites: PHYS 472 (~~may be taken as a prerequisite~~)**PHYS 472**Pre- or Corequisites: PHYS 462 (~~may be taken as a prerequisite~~)**PHYS 484**Pre- or Corequisites: PHYS 485 (~~may be taken as a prerequisite~~)**PHYS 485**Pre- or Corequisites: PHYS 484 (~~may be taken as a prerequisite~~)**3.19 Changes to CIS Degree Entrance Requirements**

Paul Franklin noted that the 20 course option technically allows students into the degree program before finishing their diploma. The situation now, is that the degree program is full and they don't want to let students in early. Besides, it is assumed that students have done all the diploma courses before entering the degree. The department requested removing the option in the calendar that allows students to enter the degree before finishing their diploma. There is still a process whereby students who are nearly finished the diploma and need to start some degree courses can do so by appealing to the department and are then put on a wait list so that they can get into degree courses after degree students have registered. It was noted that this change

would have to go under 18 months notice. A note should be added in the calendar noting that this option is only available until the fall of 2002. Paul and Elaine Harris to work on wording for the noted.

Action: E. Harris / P. Franklin

Motion:

P. Burkhardt / J. Ballard

To approve the note in the calendar that this option for degree entrance requirements be available only until the fall of 2002.

APPROVED

Calendar Copy (page 115)

B. Degree entrance requirements

1. UCFV Computing diploma,

or

Note: The following option is only available until the fall of 2002.

completion of 20

A discussion was held wording for entrance/continuance requirements for minors. It was suggested that the wording be "*To withdraw from the minor, see the department head,*" and change "Entrance requirements" to "*Continuance requirements*" in both the CIS and Business Administration minors. Paul was requested to make the changes and bring them to PAC for approval.

Action: Paul Franklin

5. **PAC ISSUES**

Norah Andrew noted that at the January PAC meeting the issue of scheduling more PAC meetings in October and November and changing the meeting time, to avoid long agendas, will be discussed. Another issue for discussion is solving the consultation problem for proposals put forward. PAC members were asked to bring any other issues to the January PAC meeting.

Action: PAC Members

6. **ADJOURNMENT**

NEXT PAC MEETING

**WEDNESDAY, JANUARY 31, 2001
9:30 A.M. — ROOM A225
ABBOTSFORD CAMPUS**