

PROGRAM ADVISORY COMMITTEE (PAC)**April 28, 2004****9:30 AM – Room A225****Abbotsford Campus****APPROVED MINUTES**

Present: S. Brigden, P. Burkhart, B. Cooke (Chair), R. Frechette, E. Harris, H. McCullough, B. Salingré, J. Snodgrass, R. Snow, G. Tsurumaru

Regrets: V. Cooke, D. Riel, N. Sexton,

Guests: G. Baier, D. Luu, G. Mimmack, B. Traverse, R. Welch

Recorder: N. Egresits

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

To approve the April 28, 2004 PAC agenda with the following amendment:

3.3. Changes to Courses: MATH ~~462~~, 308 and 360

APPROVED**2. APPROVAL OF PAC MINUTES****2.1. PAC minutes: March 24, 2004**

Some upper-level Psychology course prerequisites require a minor formatting change (changing a comma to semi-colon). These revisions will be made to the March 24, 2004 minutes and calendar copy section as a friendly amendment.

MOTION:**P. Burkhart/G. Tsurumaru**

To approve the March 24, 2004 PAC minutes as presented

APPROVED**3. PAC BUSINESS****3.1. Modern Languages****3.1.1. New Courses: HALQ 101 “Halq’eméylem Language I”, HALQ 102 “Halq’eméylem Language II”, HALQ 201 “Intermediate Halq’eméylem I” and HALQ 202 “Intermediate Halq’eméylem II”**

PAC agreed that Halq’eméylem, abbreviated HALQ, may be offered as an area of study.

Halq’eméylem courses will be an important component of SFU’s First Nations Language Instructional diploma but will be open to all UCFV students. Halq’eméylem is considered a “dead language” as very few people speak the language. Instructors may not be fluent in the language, so students will work with both an academic instructor and an Elder fluent in the language. Anthropology, Linguistics and First Nations students may be particularly interested in these courses. Halq’eméylem courses will allow students to teach the language, at entry-level, at SFU. The Modern Languages department believes these courses could be used to fulfill language requirements at UCFV.

MOTION:

P. Burkhart/S. Brigden

To approve HALQ 101, 102, 201 and 202 with the following amendments:

HALQ 101:

- Calendar Description (third sentence): Students will work with an instructor and with an Elder fluent in the language, ~~as well as using~~ **and will use** audiovisual techniques...and videotapes.
- Learning Objectives: By the end of Halq'eméylem 101 students should have acquired the tools **to**:
 - **To C**ommunicate accurately...situations;
 - **To H**ave a basic understanding...produce the basic sounds;

HALQ 102:

- Calendar Description (first and second sentence): Halq'eméylem 102 is ~~an intermediate-level course in the Halq'eméylem language~~ **a continuation of HALQ 101**. At the end of the course, students will have learned an additional—400 to 500 high-frequency vocabulary items...in some detail.
- Learning Objectives: By the end of Halq'eméylem 101 students should have acquired the tools **to**:
 - **To C**ommunicate accurately...situations.
 - **To H**ave advanced in their understanding... the language.

HALQ 201:

- Calendar Description (first and second sentence): Halq'eméylem 201 is an ~~advanced~~ **intermediate** course in the Halq'eméylem language. At the end of the course, students will have acquired an additional 450-500 vocabulary items (for a total, with prerequisites, of approximately 1500 vocabulary items ~~total~~).

HALQ 202:

- Calendar Description (first and second sentence): Halq'eméylem 202 is the second of two intermediate courses in the Halq'eméylem language (Upriver ~~Halkomelem~~ **variety**). At the end of the course, students will have acquired an additional 450-500 vocabulary items (for a total, with prerequisites, of approximately 2000 vocabulary items ~~total~~).

APPROVED

The Halq'eméylem courses have participation marks worth between 10-15%. Participation marks are a concern for some PAC members. Agenda item 3.6 "*Participation Marks: PAC position for recommendation to UCC*" will allow the committee to discuss this issue.

3.1.2.New Course: MAND 201 "Intermediate Mandarin I"

MOTION:

J. Snodgrass/H. McCullough

To approve MAND 201 as presented.

APPROVED

3.2. Philosophy

3.2.1.1. **New Program: Certificate in Extended Studies in Arts: Applied Ethical and Political Philosophy minor**

Extended Studies program outlines are not placed in the calendar, but a general statement is included in the Arts and Applied Arts section of the calendar. The UCC office will ensure the certificate's wording is parallel to the extended studies certificates approved in November 2003.

MOTION:

J. Snodgrass/R. Frechette

To approve the Certificate in Extended Studies in Arts: Applied Ethical and Political Philosophy minor as presented.

APPROVED

3.2.1.2. **Changes to Courses: POSC 190**

MOTION:

B. Salingré/S. Brigden

To approve POSC 190 as presented.

APPROVED

3.2.1.3. **New Courses: POSC 490 "Directed Studies in Political Thought" and POSC 491 "Directed Studies in Politics"**

POSC 490 was developed for AEPP minor students. POSC 491 was developed for any student wanting to take a political science course, so the prerequisites are more lenient than POSC 490.

Students can take both POSC 490 and 491 for credit, but only POSC 490 will count towards the AEPP minor.

MOTION:

H. McCullough/G. Tsurumaru

To approve POSC 490 and 491 with the following amendments:

POSC 490:

- Calendar Description (second sentence): The student must, in consultation with a Faculty Member, develop...will be assessed.
- Prerequisites: Twelve credits of Philosophy or Political Science courses, and written consent of both the Faculty Member and the Department Head

POSC 491:

- Prerequisites: Nine credits of Political Science courses, and written consent of both the faculty member and the department head

APPROVED

3.3. Mathematics

3.3.1. **Changes to Courses: MATH 308 and 360**

MOTION:

S. Brigden/J. Snodgrass

To approve MATH 308 and 360 with the following amendments:

MATH 360:

- Prerequisites: MATH 211, MATH 221, MATH 308 MATH 211, MATH 221. MATH 308 is recommended and will be required fall 2006.
- ~~Methods:~~ This course is primarily lecture-based. ~~Evaluation includes homework problems, tests and a final exam.~~

APPROVED

3.4. Psychology

3.4.1. Changes to Courses: PSYC 303, 355, 357, 360 and 386

At the March 24, 2004 PAC meeting, many upper-level Psychology course revisions were approved. Five courses were not presented at that time because the department was asked to revise the student evaluation section of each. This has been completed and the department asks that the outlines be approved.

These changes will be implemented September 2005. No warning will be included in the calendar prior to implementation. The prerequisites are less stringent but the department should take steps to forward this information to students.

MOTION:

S. Brigden/G. Tsurumaru

To approve PSYC 303, 355, 357, 360 and 386 as presented.

APPROVED

3.5. Communications

3.5.1. New Course: CSM 104 “Integrated Academic Learning Skills”

At the March 24, 2004 PAC meeting, approval of CSM 104 was withdrawn until additional consultation could take place between the deans, and the ESL and Communications departments. Nancy Sexton informed Bill Cooke that the ESL department is now satisfied with the course outline as submitted.

Diane Luu said CSM 104 has been articulated with Business Administration as a business general elective. Once approved, Social Work will consider the course for elective credit.

UCFV policy states that placement tests cannot be used unless approved at Academic Standards. TOEFL is not an approved placement test, so PAC felt the prerequisite should not include reference to it. As International Education, ESL and Diane Luu screen all students, the TOEFL score will be removed from the prerequisites. Instead, a statement in the timetable will state that students with a TOEFL score of 550 can obtain instructor’s permission.

UCC has formed an English Language Policy subcommittee. This committee will discuss the use of internationally accepted assessment tools and levels for English at UCFV. This policy would affect nearly all areas of UCFV, so it will be debated and discussed through UCC. A formal policy should be in place within a year. In the interim, instructors can sign a waiver for students who do not meet course prerequisites.

MOTION:

R. Frechette/S. Brigden

To approve CSM 104 with the following amendments:

- **Calendar Description: Note:** This course ~~does not constitute~~ **is not** the equivalent of to CSM 108.
- **Prerequisites:** ~~TOEFL 550 (213 CBT), or~~ C+ or better in ESL WG74 and R70, or articulated equivalent.
- **Pre- or Corequisites:** ESL WG84 or articulated equivalent.

APPROVED

3.6. Participation Marks

Discussion surrounded whether participation marks should be used.

Suggestions:

- Cap the percentage that can be placed on participation marks.
- Qualify or quantify measures.
- Implement grading or marking system that is fair to all students.

Comments:

- Have explicit and precise measurements.
 - *Participation marks cannot be subjective. Departments should justify participation marks, but PAC should recognize these marks will not be unified between departments.*
 - *Participation should be more effort level than quality of the contribution.*
 - *Can we make participation explicit when other areas (e.g. assignments and exams) may not be fairly monitored?*
 - *If using attendance as a measure, can you penalize students who do not speak up in class?*
 - *Should participation be weighted differently for lower-level and upper-level?*
- Participation/attendance is possibly implied.
 - *If a student doesn't attend, their marks will reflect their work.*
- Participation may be seen as "fudging" a mark.
 - *Students pay for the course, it is their business if they attend.*
- Measure participation through quantification, not only through attendance.
 - *Classroom presentations: Students may be expected to participate by asking questions on student presentations etc. This is quantifiable through their written/oral responses.*
 - *SFU upper-level seminars: Students were evaluated on the times they spoke and their contribution to the discussion.*
 - *Due to the nature of the course, participation marks may be beneficial for language courses.*
- May need a policy that includes a formal definition and guidelines for participation marks.

Based on the discussion, the PAC Chair will draft a recommendation for UCC. It will suggest that departments clearly define how participation will be graded. Bill felt each faculty and department should develop their own criteria for measuring participation marks.

3.7. Proposal for Minimum Program Elements

The New Program Approval Process ad hoc committee has reviewed a number of approval processes (degree, non-degree and certificate). The ad hoc committee suggests each program have a curriculum committee. Material will come to PAC from curriculum committees.

PAC focuses on calendar copy but should only review program elements (outlined in Exhibit 3.6- "*Proposal for Minimum Program Elements*"). The intention of the new program approval process is for PAC to move away from calendar copy and small details of course outlines. There is concern that calendar copy will not be reviewed if PAC follows its mandate. Who will be responsible still needs to be determined, but another committee may need to be struck to deal with these areas.

The committee reviewed the "*Proposal for Minimum Program Elements*". Some suggested additions: indicate what department the program falls under, implementation date, location and breadth. Financial aspects do not fall under PAC's mandate.

Bill will convert this document into a checklist. The checklist could be used for new program proposals.

The New Program Approval Process ad hoc committee will be invited to the May 26, 2004 PAC meeting to discuss PAC's role in the new program approval processes.

4. INFORMATION ITEMS

4.1. Continuing Studies

Memo re: HLTH MI04 course description revision and Medical Imaging Clinical Support Worker program editorial changes.

4.2. PAC Minutes

The February 25, 2004 PAC minutes have been posted to H drive.

5. ADJOURNMENT

The meeting adjourned at 11:20 AM.

CALENDAR COPY CHANGES

3.1. Modern Languages

Calendar copy (page 267 (2003/04 calendar))

New Area of Study: Halq'eméylem

Calendar Copy: Please place Halq'eméylem as an area of study before Health Sciences.

New Courses: HALQ 101, 102, 201 and 202

<p>HALQ 101: Halq'eméylem Language I 3 credits Prerequisite(s): None Transfer: For transferability see the B.C. transfer guide at www.bccat.bc.ca Halq'eméylem 101 is an introductory course in the Halq'eméylem language (Upriver variety). Students will do work on important aspects of pronunciation, vocabulary and grammar. Students will work with an instructor and with an Elder fluent in the language, and will use audiovisual techniques, drill patterns, flashcards, pictures and videotapes. The course will also include linguistic instruction in grammar and pronunciation, including relevant aspects of the International Phonetic Alphabet. At the end of the course, students will have learned between 450 and 500 high-frequency words in the language, and will have had an overview of the pronunciation and the major grammatical structures of the language.</p>
<p>HALQ 102: Halq'eméylem Language II 3 credits Prerequisite(s): HALQ 101 Transfer: For transferability see the B.C. transfer guide at www.bccat.bc.ca Halq'eméylem 102 is a continuation of HALQ 101. At the end of the course, students will have learned an additional 400 to 500 high-frequency vocabulary items, and will have mastered the entire sound system of the language and the major grammatical structures in some detail. Students will also have begun studying texts in the language.</p>
<p>HALQ 201: Intermediate Halq'eméylem I 3 credits Prerequisite(s): HALQ 102 Transfer: For transferability see the B.C. transfer guide at www.bccat.bc.ca Halq'eméylem 201 is an intermediate course in the Halq'eméylem language. At the end of the course, students will have acquired an additional 450-500 vocabulary items (for a total, with prerequisites, of approximately 1500 vocabulary items). Students will have gained control of all of the major inflectional endings in the language, and will be expected to translate extended texts without vocabulary aids. The course will also cover issues in dialectal variation in Upriver speech, and comparison between Upriver vs. Downriver and Island dialects. The course is designed to be challenging and fun, and the students who complete it will have a strong, solid, foundation in the language.</p>
<p>HALQ 202: Intermediate Halq'eméylem II 3 credits Prerequisite(s): HALQ 201 Transfer: For transferability see the B.C. transfer guide at www.bccat.bc.ca Halq'eméylem 202 is the second of two intermediate courses in the Halq'eméylem language (Upriver variety). At the end of the course, students will have acquired an additional 450-500 vocabulary items (for a total, with prerequisites, of approximately 2000 vocabulary items). The course will focus on two areas: (i) advanced texts, where students will work with existing texts, and in addition will work on the collection and transcription of texts with native speaking elders; (ii) conversational practice, including role-playing, speech presentations, and a focus on topics for everyday use of the language.</p>

Calendar copy (page 281 (2003/04 calendar))

New Course: MAND 201

MAND 201:
Intermediate Mandarin I **3 credits**
Prerequisite(s): MAND 102
Transfer: For transferability see the B.C. transfer guide at www.bccat.bc.ca
This course is a continuation of MAND 102. Students will practice and enhance all four skills of listening, speaking, reading and writing developed in MAND 102 and will acquire additional grammatical structures and vocabulary for achieving intermediate proficiency in conversation, reading, writing and translation as well as further understanding of the Chinese culture and customs. Composition in Mandarin is introduced. At the end of MAND 201, the student is expected to be able to use all the basic sentence patterns in modern Mandarin and to know about 1000 – 1200 Mandarin words.

3.2. Philosophy

Calendar copy (page 59, before faculty listing (2003/04 calendar))

New Program: Extended Studies in Arts: Applied Ethical and Political Philosophy

***** I have not seen the 2004/05 calendar, so please use the same formatting and put in the same location as the other extended studies certificates.**

Extended Studies in Arts: Applied Ethical and Political Philosophy

The extended studies certificate is designed for students who have baccalaureate degrees, who wish to complete the equivalent of a minor in Applied Ethical and Political Philosophy. For details about entrance requirements and program requirements, please contact the department.

Calendar copy (page 296 (2003/04 calendar))

Changes to Course: POSC 190

POSC 190:
International Relations **3 credits**
Prerequisite(s): None
Transfer: UBC, SFU, UVic, OU, TWU
A study of aspects of global conflict and world politics. The course provides students with the background necessary for an understanding of sources of power, techniques of wielding influence, and the formulation of foreign policy. ~~The course will examine international law, under development, human rights and global ecology in the context of international political economy.~~ The course typically examines international law, economic disparity, human rights and global ecology in the context of international political economy.

Calendar copy (page 296-297 (2003/04 calendar))

New Courses: POSC 490 and 491

POSC 490:
Directed Studies in Political Thought **3 credits**
Prerequisite(s): Twelve credits of Philosophy or Political Science, and written consent of both the faculty member and the department head
This course offers the student the opportunity to pursue in depth independent study of a particular issue, problem or topic in the areas of political thought. 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.

**POSC 491:
Directed Studies in Politics** **3 credits**

Prerequisite(s): Nine credits of Political Science, and written consent of both the faculty member and the department head

This course offers students the opportunity to pursue in-depth independent study of a particular issue, problem, or topic in any area of politics. 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.

3.3. Mathematics

Calendar copy (page 285-286 (2003/04 calendar))

Changes to Courses: MATH 308 and 360

**MATH 308:
Linear Programming** **3 credits**

Prerequisite(s): MATH 221 with at least C+ recommended.

Transfer: OU, SFU

An introduction to the theory and applications of linear programming. Topics include the geometry of linear programs, duality, the simplex method, networks, and the application of duality.

Linear programming is a powerful optimization technique which is used in many areas of business, science and engineering. This course provides an introduction to many applications. The simplex method and variations thereof are covered in depth along with duality theory and sensitivity analysis. Students do analysis by hand as well as with the computer.

**MATH 360:
Operations Research I** **3 credits**

Prerequisite(s): MATH 211, MATH 221. MATH 308 is recommended and will be required fall 2006.

Overview and extensions of linear programming; transportation, assignment, network algorithm; dynamic programming; integer programming; nonlinear programming; optimization with constraints; separable programming; the minimum cost flow problem; PERT and CPM.

This course is concerned with the application of mathematical models to problems arising in industry. Operations research was developed during and just after the last world war, and has had amazing success in enabling organizations to be more effective and efficient. The topics covered include: a brief review of linear programming; dynamic and integer programming, scheduling; nonlinear programming, optimization with and without constraints; network models and applications; and PERT and CPM.

3.4. Psychology

Calendar copy (page 297-299 (2003/04 calendar))

Changes to Courses: PSYC 303, 355, 357, 360 and 386

**PSYC 303:
Perception** **3 credits**

Prerequisite(s): PSYC 101, PSYC 102, PSYC 110 or (MATH 104 or MATH 106), PSYC 210 and PSYC 220. PSYC 202, PSYC 221 or PSYC 280; or PSYC 210 and PSYC 220

This course explores the question of how we create an internal representation of the external world from the information provided by our sensory systems. Specific topics covered include reading, speech, perception, recognition of faces and facial expressions, and perception of art and music.

**PSYC 355:
Adolescent Psychology** **3 credits**

Prerequisite(s): PSYC 101, PSYC 102, PSYC 110 or (MATH 104 or MATH 106), PSYC 210, and PSYC 220. PSYC 250, one of PSYC 202, CRIM 220, KPE 400, SCMS 255; or PSYC 210 and PSYC 220

Considers psychological aspects of human development during the period of adolescence. Covers changes in the area of physical, emotional, social, and cognitive development.

This course considers the psychological aspects of human development during the period of adolescence. Changes in the areas of physical, emotional, social, and cognitive development will be covered.

PSYC 357:

Adulthood and Aging

3 credits

Prerequisite(s): 60 credits, including PSYC 220 or SCMS 255 or CRIM 220 or KPE 400. PSYC 250, one of PSYC 202, CRIM 220, KPE 400, SCMS 255; or PSYC 210 and PSYC 220

Considers human development from young adulthood to old age. Included are theories of adult development and aging; environmental and biological factors in aging; and the effects of aging on sensation, perception, learning, cognition, personality, psychopathology, and social relations.

This course considers human development from young adulthood to old age. Topics include theories of adult development and aging, environmental and biological factors in aging, and the effects of aging on sensation, perception, learning, cognition, personality, psychopathology, and social relations.

PSYC 360:

Social Psychology

3 credits

Prerequisite(s): PSYC 101, PSYC 102, PSYC 110 (or MATH 104 or MATH 106), PSYC 210, and PSYC 220 PSYC 101, PSYC 102, one of PSYC 202, CRIM 220, KPE 400, SCMS 255; or PSYC 210 and PSYC 220

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

The purpose of this course is to provide students with a broad overview of the field of social psychology. The course focuses on social psychological theory and findings. Topics may include how individuals view the social world, how individuals make inferences about others, how attitudes are formed and changed, and social relations.

Note: Credit cannot be obtained for both PSYC 360 and PSYC 260 (previously offered).

PSYC 386:

Social Psychology of Groups

3 credits

Prerequisite(s): PSYC 101, PSYC 102, PSYC 110 or (MATH 104 or MATH 106), PSYC 210, and PSYC 220 (PSYC 360 is recommended) PSYC 101, PSYC 102, one of PSYC 202, CRIM 220, KPE 400, SCMS 255; or PSYC 210 and PSYC 220

Investigates major theories of social psychology and surveys such topics as co-operation, competition, group dynamics and group differences. Contemporary social psychological research methods will also be studied.

The purpose of this course is to provide students with a broad overview of the social psychology of groups. The course focuses on social psychological theory, methodology and findings. Topics will include group cohesion and development, power, leadership and performance.

3.5. Communications

Calendar copy (page 40, Academic Support Services: insert before CSM 108 (2003/04 calendar))

New Course: CSM 104

CSM 104 Integrated Academic Learning Skills

Calendar copy (page 210, before CSM 108 (2003/04 calendar))

Calendar copy (page 234, before CSM 108 (2003/04 calendar))

New Course: CSM 104

CSM 104:

Integrated Academic Learning Skills

3 credits

Prerequisite(s): C+ or better in ESL WG74 and R70, or articulated equivalent.

Pre- or Corequisites: ESL WG84 or articulated equivalent.

This course is designed specifically for international education students to academically support their first year courses. Topics covered include analytical listening strategies, contemporary study approaches, and interactive group communication. CSM 104 uses current post-secondary course materials with an emphasis on scholarly research to explore individual learning differences and approaches to the disciplines.

Note: This course is not equivalent to CSM 108.