

**UNDERGRADUATE PROGRAM ADVISORY COMMITTEE (UPAC)
MEETING**

Friday, September 28, 2007
9:30 a.m. – Room A225
Abbotsford Campus

APPROVED MINUTES

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**Present:** I. Affleck, S. Brigden, J. Carroll, B. Cooke, K. Evans, S. Pattridge, S. StegmueLLer  
**Guest:** B. Salingre  
**Recorder:** A. Hallman

**1. APPROVAL OF UPAC AGENDA****MOTION:****O. Steyn/S. StegmueLLer**

To approve the agenda with the addition of item 3.2, Policy 110.29.

**CARRIED****2. APPROVAL OF UPAC MINUTES****2.1. UPAC Draft Minutes: August 31, 2007****MOTION:****B. Cooke/S. Pattridge**

To approve the August 31, 2007 draft minutes with the following correction:

- "To approve the My May 25, 2007 draft minutes as presented."

**CARRIED****3. UPAC BUSINESS****3.1. Teacher Education program**

Changes to program: Revisions to TEP

B. Salingre indicated that, as this is the first year the program has been offered, some minor tweaking has been found to be necessary.

Change to program: Change in starting date

**MOTION:****K. Evans/S. StegmueLLer**

To approve the change of starting date for the Teacher Education program, as presented.

**CARRIED  
RECOMMENDED TO UCC**

Change to program: Reduction to 12 months

B. Salingre confirmed that the BC College of Teachers has given written confirmation that they approve of this change. This will not affect the program's contact hours, although this will result in less free time for students. Similar programs in the province are also 12 months long.

**MOTION:**

**S. StegmueLLer/J. Carroll**

To approve reducing the program to 12 months, as presented.

**CARRIED  
RECOMMENDED TO UCC**

Change to program: Change in course sequence

**MOTION:**

**S. StegmueLLer/O. Steyn**

To approve the change in sequencing of the TEP courses, as presented.

**CARRIED  
RECOMMENDED TO UCC**

Change to program: Change in evaluation

Although the individual courses have been approved, the change to credit/no credit affects the program overall. This is an applied program rather than a focus on theory courses, and B. Salingre mentioned that in the first offering of the program students were incredibly marks-driven. As this is a professional program and the focus is on personal growth, this change should further encourage students to focus on achieving their personal best rather than the highest marks. UBC and SFU have both also moved to a credit/no credit format.

**MOTION:**

**B. Cooke/S. StegmueLLer**

To approve the change from grades to credit/no credit, as presented.

**CARRIED  
RECOMMENDED TO UCC**

### **3.2. Policy 110.29**

S. Bridgen distributed copies of Policy 110.29 for review. The policy states that UPAC is responsible for approval of "all new undergraduate courses and all major changes to existing undergraduate courses", but this is not reflective of the current practice. Rather, if a course has been to the UPACA1 consultation, approved by the curriculum committee, and not objected to by a Department Head, UPAC does not see the course outline at all. UPAC members agreed that there is some discomfort with the discrepancy between policy and practice.

There are several ways to better inform UPAC members of course changes under the current process. For instance, all approved course outlines could be included with the UPAC agenda packages. Alternatively, UPAC members could be included on the UPACA1 mailing list so that they are aware of all submissions that are sent for consultation.

After some discussion of the current process, it was resolved that UPAC members will be added to the UPACA1 mailing list.

#### **4. INFORMATION: APPROVED COURSE OUTLINES**

##### **4.1. Business Administration**

New course: BUS 416: Training and Development has been approved.

##### **4.2. Education**

New course: EDUC 448: Conflict Resolution in Schools has been approved.

New course: EDUC 493: Integration of Knowledge and Practice Supplement has been approved.

Change to course number and title: EDUC 490, 492 have been approved.

Change to course title: EDUC 410, 444, 446 have been approved.

Change to course number: EDUC 453, 454 have been approved.

Change to credit/no credit course and revisions: EDUC 410, 412, 420, 421, 422, 423, 424, 425, 442, 444, 445, 446, 447, 450, 452, 453, 454, 460, 490, 492 have been approved.

##### **4.3. English**

Courses no longer offered: ENGL 201, 202, 371 have been discontinued.

##### **4.4. History**

Course reviews: HIST 101, 109, 110, 115, 235, 236, 261, 262, 300, 325, 359, 370, 385, 459 have been approved.

#### **5. ADJOURNMENT**

The meeting was adjourned at 10:20 am.