

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

Friday, November 23, 2007
9:30 a.m. – Room A225
Abbotsford Campus

APPROVED MINUTES
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**Present:** I. Affleck, S. Brigden, J. Carroll, S. Pattridge, S. StegmueLLer  
**Guest:** G. Anderson, K. Brealey, G. Gould, C. Jensen, A. Last, B. Salingre, L. Whatley  
**Recorder:** A. Grimson

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

To approve the agenda as presented.

**CARRIED****2. APPROVAL OF UPAC MINUTES****2.1. UPAC Draft Minutes: October 26, 2007****MOTION:****S. StegmueLLer/S. Pattridge**

To approve the October 26, 2007 draft minutes as presented.

**CARRIED****3. UPAC BUSINESS****3.1. Teacher Education program**Change to program: Certificate in Teacher Education

The proposed certificate is not a Certificate in Elementary Teacher Education because students who complete the program are certified by the BC College of Teachers to teach K-12. Certification from UCFV is not necessary, but offers TEP students recognition for their work and the opportunity to participate in convocation ceremonies.

**MOTION:****I. Affleck/S. StegmueLLer**

That students who successfully complete the Teacher Education program be awarded a Certificate in Teacher Education.

**CARRIED  
RECOMMENDED TO UCC****3.2. Computer Information Systems**Change to program: CIS diploma**MOTION:****S. StegmueLLer/J. Carroll**

To approve the addition of CIS 224 to the list of 200-level electives for the CIS diploma program.

CARRIED

### 3.3. Kinesiology and Physical Education

#### 3.3.1. Change to program: BKin degree

**MOTION:**

S. StegmueLLer/J. Carroll

To approve changes to the Bachelor of Kinesiology program requirements as presented (replacement of KPE 400 with KPE 301 or 302, and change to breadth requirements).

CARRIED  
RECOMMENDED TO UCC

#### 3.3.2. Change to program: Adventure Tourism Training certificate

**MOTION:**

S. StegmueLLer/S. Pattridge

To approve changes to the Adventure Tourism Training program as presented (replacement of BUS 203 with CIS 145).

CARRIED  
RECOMMENDED TO UCC

### 3.4. Chemistry

#### 3.4.1. Change to program: Chemistry minor

**MOTION:**

S. Pattridge/S. StegmueLLer

To approve the addition of MATH 104 to the list of acceptable courses for the Chemistry minor, as presented.

CARRIED  
RECOMMENDED TO UCC

#### 3.4.2. Change to program: Chemistry major

**MOTION:**

S. StegmueLLer/J. Carroll

That the breadth requirement of "three university-level credits from any discipline outside of the Faculty of Science" be added to the Chemistry major program requirements.

CARRIED  
RECOMMENDED TO UCC

**MOTION:**

S. StegmueLLer/S. Pattridge

That the Chemistry major upper-level program requirements be changed to include "14 credits selected from other Chemistry courses numbered 300 and above".

CARRIED  
RECOMMENDED TO UCC

### 3.5. Business Administration

#### 3.5.1. Change to programs: Entrance requirements for Business programs

This change will require notice in the calendar, and so will not take effect until September 2009.

**MOTION:**

S. StegmueLLer/S. Pattridge

That the entrance requirement of "English 12 with a C+" be replaced with "the prerequisite to CMNS 125" for the Bachelor of Business Administration degree, Business Administration diploma, Administration certificate, Marketing and Sales certificate, and Accounting certificate.

CARRIED  
RECOMMENDED TO UCC

**3.5.2. Change to program: BBA Aviation**

**MOTION:**

**S. Pattridge/J. Carroll**

To approve the change in course sequence for the BBA Aviation as presented.

**CARRIED  
RECOMMENDED TO UCC**

**3.5.3. Change to program: BBA Accounting option**

**S. StegmueLLer/J. Carroll**

**MOTION:**

To approve the addition of BUS 443 and BUS 338 to the BBA Accounting option as presented.

**CARRIED  
RECOMMENDED TO UCC**

**MOTION:**

**S. Pattridge/I. Affleck**

To remove BUS 400 from the BBA Accounting option and replace it with the option of BUS 443 or BUS 404.

**CARRIED  
RECOMMENDED TO UCC**

**MOTION:**

**S. StegmueLLer/J. Carroll**

To approve the change in course sequence for the BBA Accounting option as presented.

**CARRIED  
RECOMMENDED TO UCC**

**3.5.4. New program: Concentration in Organizational Studies**

**MOTION:**

**S. StegmueLLer/S. Pattridge**

To replace the concentration in Human Resources and Organizational Studies with the concentration in Organizational Studies for the BBA, as presented.

**CARRIED  
RECOMMENDED TO UCC**

**3.5.5. New program: BBA Marketing option**

**MOTION:**

**I. Affleck/S. Pattridge**

To approve the addition of the Marketing option to the BBA as presented.

**CARRIED  
RECOMMENDED TO UCC**

**3.5.6. New program: BBA Human Resources option**

**MOTION:**

**S. Pattridge/I. Affleck**

To approve the addition of the Human Resources option to the BBA as presented.

**CARRIED  
RECOMMENDED TO UCC**

### 3.6. Criminal Justice

Change to program: Criminal Justice diploma

**MOTION:**

**S. StegmueLLer/S. Pattridge**

To approve the change to the English requirement for the Criminal Justice diploma as presented.

S. Brigden raised concerns that the rationale for the change is to “keep up with the English language entrance proficiency policy”. The proposed change actually meets the requirements of the English Language Continuance Proficiency policy, and there was concern that the department may be making changes for the wrong reasons.

**MOTION:**

**J. Carroll/S. StegmueLLer**

That the request to change the requirements for the Criminal Justice diploma be tabled until the department is able to address UPAC’s concerns.

**CARRIED**

### 3.7. Geography

**3.7.1.** Change to program: Geography major and honours concentrations

**MOTION:**

**S. StegmueLLer/J. Carroll**

To approve the six options in the Geography major as presented (no concentration, Physical Geography concentration, Environmental Studies concentration, Urban Studies concentration, International Studies concentration, and Geographic Visualization concentration).

**CARRIED  
RECOMMENDED TO UCC**

**3.7.2.** New program: Extended Studies in Arts certificate

**MOTION:**

**S. StegmueLLer/J. Carroll**

To approve the addition of Extended Studies in Arts certificates in Geography as presented.

**CARRIED  
RECOMMENDED TO UCC**

## 4. INFORMATION: APPROVED COURSE OUTLINES

The following courses have been approved according to policy 110.29.

### 4.1. Business Administration

New course: BUS 324: Customer Relationship Management has been approved.

New course: BUS 325: e-Marketing has been approved.

New course: BUS 326: Sales Management has been approved.

New course: BUS 463: Integrated Marketing Communications has been approved.

New course: BUS 470: Business Intelligence has been approved.

Change to course number; revisions: BUS 461 (formerly BUS 222) has been approved.

### 4.2. Communications

New course: CMNS 335: Advanced Oral Communications for Professionals has been approved.

New cross-listed course: CMNS 480/MACS 480: Crisis Communication has been approved.

Change to prerequisites: CMNS 099, 115, 125, 155, 165, 175, 180 have been approved.

Change to pre/co-requisites; revisions: CSM 104 has been approved.

#### **4.3. English**

New course: ENGL 339: British and Irish Fiction Since 1930 has been approved.

New course: ENGL 340: British and Irish Poetry Since 1930 has been approved.

New course: ENGL 341: Topics in Contemporary British and Irish Studies has been approved.

New course: ENGL 369: Studies in World Literature has been approved.

New course: ENGL 377: Creative Writing: Film Adaptations of English Literature has been approved.

Change to course title: ENGL 303, 311, 315, 381 have been approved.

#### **4.4. Geography**

Change to prerequisites and course title; revisions: GEOG 211, 311 have been approved.

#### **4.5. Kinesiology and Physical Education**

New course: KPE 301: Research Methods in Kinesiology has been approved.

New course: KPE 302: Measurement and Evaluation in Physical Education has been approved.

Revisions: KPE 130, 333 have been approved.

Change to credit/no-credit; change to hours: KPE 455 has been approved.

Change to prerequisites; revisions: KPE 131, 460 have been approved.

Change to prerequisites: KPE 132A, 132B, 133A, 133B have been approved.

#### **4.6. Visual Arts**

Change to prerequisites; revisions: AH 205/VA 205, AH 210/VA 210 have been approved.

### **5. ADJOURNMENT**

The meeting was adjourned at 10:30 am.