



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

Friday, February 27, 2009  
9:30 a.m. – Room A225  
Abbotsford Campus

**APPROVED MINUTES**

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**Present:** S. Brigden, J. Carroll, B. Cooke, K. Evans, R. Morrison, S. Pattridge, N. Taylor

**Guests:** K. Brealey, E. Davis, P. Franklin, L. Kirkland-Harvey, E. Spalding

**Recorder:** M. Castonguay

**1. APPROVAL OF UPAC AGENDA**

**MOTION:**

**K. Evans/R. Morrison**

To approve the agenda, as presented, with the addition of two new items:

- 3.1. Certificate of Indigenous Studies: Maps, Films, Rights, and Land Claims
- 3.5 English and Communications: joint submission for prerequisite change to ENGL 105 and CMNS 125, 155, 165, and 175 and recommendation to amend Policies 340.29 English Language Entrance Proficiency and 340.30 English Language Continuance Proficiency

**CARRIED**

**2. APPROVAL OF UPAC MINUTES**

UPAC Draft Minutes: January 30, 2009

**MOTION:**

**S. Pattridge/S. Stegmuller**

To approve the draft minutes of January 30, 2009, as presented.

**3. UPAC BUSINESS**

**3.1 Faculty of Arts—History and Geography Departments**

New certificate: certificate in Indigenous Studies: Maps, Films, Rights and Land Claims

**MOTION:**

**J. Carroll/K. Evans**

UPAC recommends approval of the Indigenous Studies: Maps, Films, Rights, and Land Claims certificate program, to be offered in the Summer 2009 semester, subject to the proposal being revised to include the submission criteria, as requested..

**CARRIED**

An email consultation will take place between UPAC and proposal presenters, in order to finalize the proposal before recommending to Senate.

UPAC Recommendations:

- The prerequisite problem identified will be resolved by the addition of a note in the prerequisite section, listing the instructor waiver conditions and also in the admissions statement, stating those conditions.
- The criteria for admission wording will be amended in order to avoid problems associated with partial certificate completion potential problem areas. The request for an application letter will also be of use in avoiding any potential problems in this area. A program admission checklist, with measurable criteria, is requested for presentation to Senate.

**3.2 Social, Cultural and Media Studies**

Program change: Lower-level requirement changes to MACS minor

**MOTION:**

UPAC recommends to Senate the inclusion of MACS 235 *Introduction to Journalism in Canada* to the lower-level requirement options in the MACS minor.

S. Stegmüller/K. Evans

CARRIED

RECOMMENDED TO SENATE

**3.3 Arts**

Change to program: WMST 101 and 201 as social science credits in Bachelor of Arts

**MOTION:**

UPAC recommends to Senate the addition of WMST 101 and 201 as options for the sociology requirement in the BA program.

S. Stegmüller/B. Cooke

CARRIED

RECOMMENDED TO SENATE

**3.4 English and Communications departments**

Prerequisite change: Prerequisite change to ENGL 105, and CMNS 125, 155, 165, and 175.

**MOTION:**

UPAC recommends to Senate the prerequisite change to ENGL 105 and CMNS 125, 155, 165, and 175 which will require a C+ final grade in English 12, a C+ in English Literature 12,, and a C+ in Technical and Professional Communications 12.

K. Evans/R. Morrison

CARRIED

Policy change:

A joint submission by the English and Communications departments to amend current policy, reflecting the change to prerequisites for ENGL 105, CMNS 125, 155, 165, and 175.

**MOTION:**

UPAC recommends to Senate the revision of Policy 340.30 *English Language Continuance Proficiency*, to change the final grade requirement for English 12, English Literature 12, and Technical and Professional Communication 12, to a C+ requirement.

S. Pattridge/S. Stegmüller

CARRIED

RECOMMENDED TO SENATE

### Computer Information Systems

New certificate: Computer Proficiency certificate

**MOTION:**

UPAC recommends to Senate the new Computer Proficiency certificate, as presented.

K. Evans/R. Morrison

CARRIED

RECOMMENDED TO SENATE

Editorial changes to proposal:

Completion of secondary school or 19 years of age will be added as entrance requirements. Slight rewording changes: Move 2<sup>nd</sup> sentence from How to Apply section 6 (a) to program entrance requirement 5 (b) as 2<sup>nd</sup> sentence. Remove *to an advanced level* wording in program introduction/calendar description section. 4 (c) Add the word *basic* before computing skills under career opportunities in 4 (g)

CARRIED

### 3.5 Computer Information Systems

Program change: CIS diploma and degree program grid

**MOTION:**

To approve the changes to the CIS degree and diploma grid.

K. Evans/R. Morrison

DEFEATED

UPAC questioned whether the changes requested in the program grid have already been approved at UPAC. A note concerning MATH 124 also seemed to be missing. *Example of a typical program* wording should be removed.

UPAC requested that a new proposal be submitted, clearly itemizing what items are included in the proposal as only pre-approved changes should be included in the grid.

### 3.7 English

Program change: Bachelor of Arts degree/Liberal Arts diploma general requirements

Change to English courses in Humanities

**MOTION:**

UPAC recommends to Senate the addition of ENGL 108 or higher as the Humanities requirement for English in the Bachelor of Arts degree and Liberal Arts diploma programs.

S. StegmueLLer/S. Pattridge

CARRIED

RECOMMENDED TO SENATE

### 3.8 Agriculture

New Program: Current Agricultural Practices Essentials certificate

**MOTION:**

UPAC recommends to Senate the approval of the new certificate in current agricultural practices essentials

S. StegmueLLer/N. Taylor

CARRIED

RECOMMENDED TO SENATE

Entrance requirements will be added to the certificate, listing high school graduation or 19 years of age as the entrance requirements.

CARRIED

**3.9 Agriculture**

New Program: Integrated Pest Management Essentials certificate

**MOTION:**

UPAC recommends to Senate the approval of the new certificate in integrated pest management essentials.

**S. Stegmuller/N. Taylor**

**CARRIED**

**RECOMMENDED TO SENATE**

Entrance requirements will be added to the certificate, listing high school graduation or 19 years of age as the entrance requirements.

**CARRIED**

**3.10 Agriculture**

New program: Field Vegetable Production Essentials certificate

**MOTION:**

UPAC recommends to Senate the approval of the new certificate in field vegetable production essentials.

**N. Taylor/S. Stegmuller**

**CARRIED**

**RECOMMENDED TO SENATE**

Entrance requirements will be added to the certificate, listing high school graduation or 19 years of age as the entrance requirements. Removal of the word *foundation* when referring to the certificate is requested, to be replaced with *essentials*.

**CARRIED**

**3.11 Agriculture**

New program: Berry Production Essentials certificate

**MOTION:**

UPAC recommends to Senate the approval of the new certificate in berry production essentials.

**N. Taylor/S. Stegmuller**

**CARRIED**

**RECOMMENDED TO SENATE**

Entrance requirements will be added to the certificate, listing high school graduation or 19 years of age as the entrance requirements. Also removing the capitalization of the word certificate in all instances is requested.

**CARRIED**

**3.12 Agriculture**

Change to program: Milker Training certificate

**MOTION:**

UPAC recommends to Senate the approval of the changes to the milker training certificate, as presented.

**S. Stegmuller/N. Taylor**

**CARRIED**

**RECOMMENDED TO SENATE**

Tracked changes, or a list which clarifies the changes being made to the certificate, is requested for presentation to Senate. The additional documents required section will be amended to strike out the reference to the admissions and records office.

**CARRIED**

### 3.13 Mathematics

#### **MOTION:**

UPAC recommends to Senate the Mathematics program changes, removing MATH 115 and 116 from programs, as presented

**R. Morrison/B. Cooke**

**DEFEATED**

(i) Program change: Mathematics extended minor—Statistics option for BA degree – Removal of MATH 115 & 116)

(ii) Program change: Mathematics minor for BA & BGS Removal of MATH 115 & 116

(iii) Program change: Mathematics minor—Statistics option for BA & BGS degree—Removal of MATH 115 & 116

(iv) Program change: Mathematics minor—Statistics option for BSc degree—Removal of MATH 115 & 116

A rationale, explaining why MATH 116 is no longer viable, is required. Also requested is an explanation of how this affects the MATH 115 requirement. Also, as the proposed changes affect the program structure; the proposal should further include a request to change the program structure.

## 4. INFORMATION: APPROVED COURSE OUTLINES

The following courses have been approved according to policy 110.29

### 4.1 Biology

Course change: BIO 201

### 4.2 Business

New course: BUS 464

### 4.3 Chemistry

Four-year review with changes: CHEM 114

### 4.4 English

New courses: ENGL 401, ENGL 331

### 4.5 Geography

Four-year review with changes: GEOG 131, 233, 242, 270, 470, 480, 482, 483, 484

### 4.6 History

New course: HIST 412

#### **4.7 Physics**

Course change: PHYS 083

Four-year review w changes: PHYS 325

#### **4.8 Upgrading and University Preparation**

A number of College and Career Preparation courses were edited to change departmental information to UUP Upgrading and University Preparation, the new department name

Course changes:

BIO 083

COMP 061, 071, and 081

ECP 074 and 094

ENGL 042, 043, 052, 053, 062, 063, 071, 081, 090, 091

FNST 091

MATH 051, 061, 072, 084, and 085

#### **5. ADJOURNMENT**

The motion to adjourn was moved by N. Taylor at 12:15 pm