

## UNDERGRADUATE PROGRAM ADVISORY COMMITTEE (UPAC) MEETING

Friday, September 3, 2010  
10 am – Room C1429  
Abbotsford Campus

### APPROVED MINUTES

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**Present:** S. Brigden, J. Carroll, E. Harris, C. Loten, S. Pattridge, E. Spalding

**Guests:** T. Anzai, S. Brown, D. Luu, N. Mooney, S. Shupe, C. Slavik, D. Thomson

**Recorder:** A. Grimson

#### 1. APPROVAL OF UPAC AGENDA

**MOTION:**

E. Harris/C. Loten

To approve the agenda as amended:

- Addition of new item 4.1, discussion of UPAC chair.

CARRIED

#### 2. APPROVAL OF UPAC MINUTES

2.1. UPAC draft minutes: May 21, 2010

**MOTION:**

S. Pattridge/E. Spalding

To approve the draft minutes as presented.

CARRIED

#### 3. COURSE OUTLINES

The following courses are ready for publication following UPAC approval. Official course outlines are available online at <http://www.ufv.ca/calendar/courseoutlines>.

Concerns were raised regarding the prerequisites for several courses, specifically ENGL 491 and 492, SOWK 430, and VA 240. ENGL 491 and 492 include acceptance to the "Honours program", which should be changed to specify the "English Honours program".

SOWK 430 includes two sets of prerequisites, one set for all students and additional requirements for students in the Child Welfare Specialization. E. Harris noted that although the additional requirements could be included as recommendations, there should not be different requirements for different students based on their program. The department will be contacted for more information before this course is approved.

VA 240 requires that students complete the Indigenous Arts certificate prior to taking the course. E. Harris questioned whether this requirement was necessary, and noted that this would significantly limit the number of students who would be eligible for the course. T. Anzai clarified that part of the rationale for this course was to encourage more students to complete the certificate, and that this would initially only be offered as an advanced directed studies course for students who have completed the corresponding VA 140 and VA 141. There was also concern that potential students might not understand the phrasing of the rest of the

prerequisites (ie. "VA 140 and VA 141 with the same letter designation"), but the department was confident that this would not be an issue.

**MOTION:**

**E. Spalding/S. Pattridge**

To approve the following course outlines, with the exception of SOWK 430, as amended:

- ENGL 491 and 492 prerequisites: "Acceptance to the **English** Honours program..."

**CARRIED**

**3.1. English**

New cross-listed course: ENGL 267/AH 267/MACS 267

Course review with changes including title: ENGL 310

Course reviews with changes: ENGL 226, 491, 492

**3.2. Indigenous Studies**

Changes including course number: IPK 331 (formerly IPK 131)

Changes including course number: IPK 332 (formerly IPK 132)

**3.3. Social, Cultural, and Media Studies**

New course: ANTH 367/ENGL 367, Culture and Theory of Diaspora

**3.4. Social Work and Human Services**

Change to prerequisites: FNST 101, 102, 201, 202

Review with changes including pre/corequisites: SOWK 330

Review with changes: SOWK 300, ~~430~~

**3.5. Visual Arts**

New course: VA 240, Indigenous Design and Technology: Special Topics III

New course: VA 241, Indigenous Design and Technology: Special Topics IV

**4. OTHER UPAC BUSINESS**

**4.1. UPAC Chair**

S. Brigden notified the committee that, due to her new role as Acting Dean of Faculty of Access and Continuing Studies (FACS), she now occupies a different role on UPAC. Rather than acting as a faculty representative for FACS, she now represents the VP Academic. Although she is willing to continue in the position of UPAC Chair, she asked members to consider whether they were comfortable with this. Members unanimously agreed that S. Brigden should continue as chair for the remainder of the year.

**4.2. Arts**

New discipline: ARTS course designation

**MOTION:**

**E. Spalding/C. Loten**

To approve the creation of the ARTS course designation.

**CARRIED**

**RECOMMENDED TO SENATE**

New course: ARTS 280, Special Topics: Arts Internship in a Specific Discipline

**MOTION:**

**E. Spalding/J. Carroll**

To approve the new course ARTS 280 as presented.

**CARRIED**

New program: Diaspora Studies certificate

E. Spalding noted that the list of secondary electives as presented may cause some confusion, as several courses have asterisks indicating that they may or may not be applicable based on the instructor. An alternate presentation was suggested, to include these courses in a note rather than in the main list.

**MOTION:**

**J. Carroll/S. Pattridge**

To approve the new Diaspora Studies certificate (type B certificate) as amended:

- Clarification of wording of requirements for the core program, to: "two courses in the list of primary electives from any two disciplines".
- Removal of ANTH 270/SOC 270/MACS 270, ENGL 229, ENGL 341, ENGL 369, and SOC 475 from the list of secondary electives, and inclusion of these courses in a note following the certificate requirements. Students will be advised to contact the Diaspora Studies program committee to determine course applicability.

**CARRIED**

**RECOMMENDED TO SENATE**

**4.3. Communications**

New program: Portfolio Essentials certificate

**MOTION:**

**E. Spalding/S. Pattridge**

To approve the new Portfolio Essentials certificate (type B certificate) as amended:

- Residency requirement changed from 100% to CMNS 200 and one other course.

**CARRIED**

**RECOMMENDED TO SENATE**

**4.4. Geography**

New course: GEOG 458, GIS Project

**MOTION:**

**C. Loten/S. Pattridge**

To approve the new course GEOG 458 as presented, subject to approval of the GIS certificate.

**CARRIED**

New program: Certificate in GIS

The proposal refers to the certificate title as "Certificate in GIS", but for clarity and consistency with other programs, the department agreed that the formal title should be "Geographic Information Systems certificate".

**MOTION:**

**E. Spalding/S. Pattridge**

To approve the Geographic Information Systems certificate as amended:

- Replace the note referring to minimum math requirements with a general statement that students are responsible for meeting all prerequisites.

**CARRIED**

**RECOMMENDED TO SENATE**

**4.5. Mennonite Studies**

New discipline: MENN course designation

**MOTION:**

**E. Spalding/S. Pattridge**

To approve creation of the MENN (Mennonite Studies) course designation.

**CARRIED**

**RECOMMENDED TO SENATE**

New course: MENN 100, An Introduction to Mennonite Studies

New course: MENN 300, Mennonite Development and Relief Organizations

**MOTION:**

**E. Harris/C. Loten**

To approve the new courses MENN 100 and MENN 300 as presented.

**CARRIED**

New program: Mennonite Studies certificate

**MOTION:**

**E. Harris/E. Spalding**

To approve the new Mennonite Studies certificate (type B certificate) as amended:

- Residency requirement changed from 100% to 12 credits in courses required for the certificate.

**CARRIED**

**RECOMMENDED TO SENATE**

**4.6. Course review period**

All faculties (with the exception of Trades and Technology, who did not provide feedback) indicated that they are in agreement with a six year review period, given the understanding that courses can still be reviewed earlier if necessary.

**MOTION:**

**J. Carroll/C. Loten**

To recommend that Senate extend the course review period, as listed on official course outlines, from four to six years.

**CARRIED**

**RECOMMENDED TO SENATE**

**5. INFORMATION**

**5.1. Trades**

Changes to program: Automotive Service Technician (changes approved via e-mail vote June 28, 2010)

**5.2. 2010/11 UPAC meeting schedule**

**6. ADJOURNMENT**

The meeting was adjourned at 11:50 am.