

BA Program Committee Terms of Reference

1. Name of Committee

Bachelor of Arts Program Committee

2. Members

The BAPC is composed of representatives from departments that offer Honours, majors, extended minors, and minors within the BA degree:

- Communication
- Criminology
- Economics
- English
- Geography
- History
- Mathematics
- Modern Languages
- Philosophy/Political Science
- Psychology
- Social Cultural Media Studies
- Theatre
- Visual Arts/Art History

All are voting members.

The BAPC also includes as voting members the Dean of Arts (or designate) and the Director of the Arts Advice Centre (or designate).

The Program Development Coordinator is a non-voting member.

The BAPC may invite other guests, such as the Senior Advisor for Indigenous Affairs, or representatives from Student Services, the Library, or the Writing Centre.

3. Member Selection

Each department chooses a Type B faculty member to represent it at BAPC for an initial term of two years. At the end of year 1, half of the member departments, to be chosen at random, will be asked to confirm the present representative for an additional two years (in effect extending the member's term to three years) or to select a new representative. At the end of year 2, the other member departments will confirm their representatives for another two-year term or will select a replacement.

4. Purpose

The committee ensures that the curricula of the BA degree program, the Associate of Arts degrees (AA), and the Liberal Arts Diploma (LAD) are of high quality, meeting UFV standards for depth, breadth, and consistency. The committee also ensures that issues relating to the BA, AA, and LAD, are presented to the Arts Faculty Curriculum Committee, or appropriate Senate standing committee, in a timely manner. The BAPC ensures that calendar copy is accurate, clear, and up-to-date. It receives requests for alternatives and amendments to admission and general requirements. It also has the power to initiate review of admissions and general requirements and related policies. It will

forward recommendations to the appropriate committees including AFCC and designated Senate committees.

In addition, the BAPC will build on the work of the former BA Program Review Committee: it will consider that committee's findings and prepare a report on how UFV's BA degree program might be up-dated and renewed.

5. Responsibilities

The BAPC reports to the Dean of Arts, the Arts Faculty Curriculum Committee (AFCC), and appropriate Senate standing committees and will make regular reports to these on any matters which require attention.

The BAPC advises the AFCC and appropriate Senate standing committees on the following matters:

- a. Changes in the requirements for the BA degree, AA degrees, LAD, and related certificates
- b. Substantive or major changes to admission criteria and graduation requirements
- c. Changes required in calendar copy
- d. Additional items referred to the BAPC by AFCC and other committees

6. Governance

The chair of BAPC represents the committee at AFCC. Meetings of BAPC will be held on Friday afternoons in Week One of the meeting schedule as required, with the first meeting occurring early in the fall semester. Alterations to the meeting schedule will be proposed as required by the Chair.

Decisions will be made on the basis of a simple majority, and quorum will be 50% plus one. The Chair will vote in his/her role as representative of a department.

Agendas and minutes will be posted to the BAPC website by the BAPC Assistant, to which all BAPC members have password-protected access (http://www.ufv.ca/arts/Committees/BA_Program.htm).