

**MINUTES**  
**ACADEMIC PLANNING AND PRIORITIES COMMITTEE**

November 13, 2013  
2:30 pm - Room A225/229

Present: E. Davis, G. Palmer, J. Hogan, S. Pattridge, M. Bos-Chan, C. Slavik, J. Todrick, N. Weinberg, M. Rhodes, G. Schlitt, J. English, J. MacLean, M. Brosinski, S. Brar, D. Griffiths, A. Chan, W. Burton, D. McGuire, P. Wilson, S. Murray

Regrets: Z. Dennison, C. Bell, C. Gillmeister, V. Dvoracek, A. Wiseman

Guests: B. Seo (on behalf of SRC vice-chair), D. Harnett and T. Cooper – Engineering Physics Diploma in Mechatronics, K. Brealey – Geography Program Review

Recorder: J. Nagtegaal

**1. CALL to ORDER**

The meeting was called to order at 2:40 pm. Eric acknowledged the guests in attendance and welcomed the new members of APPC: Michelle Rhodes and Sukhdeep (Sukhi) Brar.

**2. ITEMS for ADOPTION**

**2.1. Agenda – 2013 11 13**

**MOTION:**

THAT APPC approve the 2013 11 13 agenda as presented.

G. Palmer/S. Pattridge

**CARRIED**

**2.2. Minutes – 2013 10 16**

Correction to spelling under item 3.4. – SPYC should be PSYC.

**MOTION:**

THAT APPC approve the 2013 10 16 minutes as amended.

C. Slavik/M. Bos-Chan

**CARRIED**

**3. BUSINESS**

**3.1. Provost's Report**

The selection process for the Director of Teaching and Learning is complete. The committee is pleased to announce Dr. Maureen Wideman will be joining UFV as the Director of Teaching and Learning as of January 1, 2014. Eric thanked Wendy Burton for her incredible service in establishing the office of Teaching and Learning and acknowledged her commitment to the scholarship of teaching and learning.

### **3.2. New Program – Engineering Physics Diploma in Mechatronics**

UFV currently offers only a one-year Engineering Transfer program, which means the Engineering Physics diploma in Mechatronics would be the first terminal credential offered in engineering at UFV. Research indicates that it will be a good qualification for those seeking employment in industry, and fit very well with existing UFV programs. Additionally, this program may also open up a path to further development of engineering programs at UFV.

The Engineering Physics diploma in Mechatronics has nine new courses that have been created for this diploma, six of which have been given an ENGR (engineering) designation. The remaining three new courses have been given a new course subject code, ENPH (engineering physics).

**MOTION:**

THAT APPC recommends Senate approve the new Engineering Physics Diploma in Mechatronics.  
S. Pattridge/J. English

**CARRIED**

**MOTION:**

THAT APPC recommends Senate approve ENPH as a course subject code.  
S. Pattridge/J. English

**CARRIED**

### **3.3. Geography Program Review**

The Geography Department underwent a program review in 2013. The overall assessment of the Program Review Committee is that the department provides superior education and training for all students. Department strengths include its distinctive dedication to teaching, experiential and problem-based learning, its provision of multiple opportunities for local and international placements and internships and its promotion of outstanding teaching-research synergies. Geography's faculty members are described as a high energy, qualified and experienced group. The reviewers were impressed by the substantial grants brought in for support of teaching and research activities, the department's impressive array of connections with other universities and organizations, its dedication to service and its engagement with community issues. The department is noted for its distinctive holistic view of the discipline and for being at the forefront within UFV, and probably across Canada, in researching and developing learning outcome templates modified to specific courses. The department is described as fulfilling all aspects of the Strategic Plan and as being an exemplary university citizen. Challenges faced by the department were seen by the reviewers to result from a combination of the dedication and expectations of department members and UFV's evolution as an institution.

The department has followed up this external review with a concise and practical summary of actions, many of which have been implemented already. There were some clarifications made in regards to the recommendations around who is expected to do what actions.

**MOTION:**

THAT APPC accept the attached documentation related to the review of the Geography department as presented and recommend approval to Senate.

N. Weinberg/J. English

**CARRIED**

### 3.4. Program Changes

#### 3.4.1. Physics Major, Honours, and Minor in Science

With the prospect of more students transferring into UFV from other institutions, the Department of Physics is strengthening its residency requirements with respect to upper-division classes for the minor, major, and honours programs. Additional courses and some course clarifications were also made to the major and honours programs. Requirements for students completing double majors with Physics and Biology, Chemistry, and Physical Geography were also amended.

**MOTION:**

THAT APPC recommends Senate approve the changes to the Physics major, Honours, and minor program requirements, effective May 2014.

S. Pattridge/G. Palmer

**CARRIED**

#### 3.4.2. Geography Honours in Arts

The Geography Honours in Arts program, implemented in 2008, has had approximately a dozen students graduate from it. Since its implementation, many other students have completed independent studies research projects equivalent to, in some cases, the calibre of Honours research projects. The most significant barriers to completing the Honours degree remain time and cost of completion. Removing the extra 12 credits required for an Honours degree would help the department to organize more student research under the umbrella of the Honours program, and reward high-achieving students who cannot otherwise complete the additional coursework. Students will still be required to complete GEOG 354, GEOG 491 (or approved alternative), and GEOG 492 or GEOG 493, and STAT 315 (BSc only), none of which are required for non-Honours students.

This change was also recommended by the external reviewers involved in the departmental review

**MOTION:**

THAT APPC recommends Senate approve the changes to the Geography Honours in Arts program requirements, effective September 2014.

S. Pattridge/M. Rhodes

**CARRIED**

#### 3.4.3. Bachelor of Arts Residency Requirements

The current Bachelor of Arts residency requirements refer to a specific number of credits. However, Arts programs vary in the number of credits they require. For example, some Arts courses are three credits and some are four credits. Using percentages will make the residency requirements easier to apply.

**MOTION:**

THAT APPC recommends Senate approve the changes to the Bachelor of Arts degree residency requirements, effective September 2014.

S. Pattridge/J. Hogan

**CARRIED**

### **3.5. APPC Member on the UEC Short Programs Subcommittee**

At UEC's October meeting, it was decided that the membership and mandate of its Short Programs Subcommittee would be revised. The revised membership now asked for a member of APPC to be appointed by APPC.

J. English volunteered to be the APPC representative on the UEC Short Programs Subcommittee.

### **3.6. Adhoc Program Prioritization Subcommittee Progress Report**

The Adhoc Subcommittee outlined their recommendations on how to proceed with program prioritization. There was some discussion on different methods to use within the plan. It was thought that the Adhoc Subcommittee should continue its work as outlined in the memo presented.

#### **MOTION:**

THAT APPC moves to support the plan as outlined in the memo from the Adhoc Program Prioritization Subcommittee.

M. Bos-Chan/J. MacLean

#### **CARRIED**

### **3.7. Adhoc Subcommittee on Inter-Faculty Course and Program Approval Process Report**

The Adhoc Subcommittee met and looked at two possibilities in dealing with cross-faculty program and course approvals: multi-Faculty curriculum committees and designating a primary Faculty for programs and courses. The subcommittee did recommend the latter option; however, there was still some discussion around whether this would be the best option and whether there were other options besides the two mentioned. There was not enough time to continue the discussion, the discussion on this topic will continue at a future APPC meeting.

## **4. ADJOURNMENT and NEXT MEETING**

The meeting was adjourned at 4:30 pm.

The next meeting is December 11, 2013, 2:30 – 4:30 pm, A225/229

## **5. INFORMATION ITEMS**

**5.1.** APPC website: <http://www.ufv.ca/senate/standing-committees/appc/>