



AGENDA
ACADEMIC PLANNING AND PRIORITIES COMMITTEE

September 21, 2016
2:30 pm, Room A229/225

1. CALL to ORDER

2. ITEMS for ADOPTION

2.1. Agenda – 2016 09 21

2.2. Minutes – 2016 06 08 pg. 2

3. BUSINESS

2:35 pm 3.1. Provost's Report

2:45 pm 3.2. Master of Science in Integrated Science and Technology (MIST) – N Weinberg pg. 4
proposal available on UFV drive

3:10 pm 3.3. Computer Information Systems (CIS) Program Review Progress Report – T Ryder Glass pg. 7

3:20 pm 3.4. Discontinuance of the Teacher Education Completion certificates – T Ryder Glass pg. 20

3:30 pm 3.5. Formation of the APPC Expedited Review Standing Subcommittee – P Geller pg. 22

3:40 pm 3.6. Vice-Chair for APPC – P Geller

3:50 pm 3.7. Mid-cycle Review of Concept Papers – P Geller pg. 23

4. ADJOURNMENT and NEXT MEETING

Next Meeting: October 19, 2016, 2:30 – 4:30pm, A225/229

5. INFORMATION ITEMS

5.1. APPC Terms of Reference – approved at Senate June 10, 2016 pg. 25

5.2. Suspensions:

Automation and Robotics Technician Program pg. 27

Post Degree Hospitality Event Management Program pg. 28

5.3. UFV Co-op Programs Attain National Accreditation pg. 29

5.4. New Programs Approved by the Ministry (Peace & Conflict Studies and Theatre) pg. 31

5.5. Minutes brought forward from the February 17, 2016 APPC in-camera meeting pg. 33

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



MINUTES - Draft
ACADEMIC PLANNING AND PRIORITIES COMMITTEE

June 8, 2016
3:00 pm - Room A225/229

Present: P. Geller (Chair), G. Palmer, J. Hogan, A. Hodges, M. Bos-Chan, C. Slavik, H. Davis-Fisch (Vice-Chair), T. Cooper, S. MacPherson, J. Nolte, C. Laird, S. Hardman, V. Dvoracek, S. Murray

Regrets: E. Davis, R. McLeod, S. Sheffield, A. Pritchard-Orr, C. Gingerich, J. English, M. MacDougall, R. Petersen, A. Steegstra, A. Chan, M. Wideman, D. McGuire, K. Isaac, A. Wiseman

Recorder: J. Nagtegaal

1. CALL to ORDER

The meeting was called to order at 3:00 pm.

2. ITEMS for ADOPTION

2.1. Agenda – 2016 06 08

MOTION:

It was moved and seconded that APPC approve the 2016 06 08 agenda as presented.

CARRIED

2.2. Minutes – 2016 05 11

MOTION:

It was moved and seconded that APPC approve the 2016 05 11 minutes as presented.

CARRIED

3. BUSINESS

3.1. Provost's Report

- The Ministry has approved the Bachelor of Media Arts; the Bachelor of Agricultural Science, Horticulture major; the Indigenous Studies major and minor, Bachelor of Arts; and the Bachelor of Education.
- The Academic Program Reviews policy (189) was approved at Senate in May. A working group is developing a procedural document that will come to APPC for review when complete. The Policy now includes a progress report due 12 – 18 months after the review has completed.
- The Ministry working on a Quality Assurance Audit that will be looking at the quality of the processes in place for developing, approving, and reviewing programs. There will be an initial pilot project of this Audit which will lead into the full implementation.
- Thanks was given to all those who participated in Convocation.
- Thanks was given to members completing their term on APPC: Rod McLeod as the Chair of UEC, Christine Slavik as a Senate representative, Colleen Gingerich as a Faculty member representative, and Ryan Peterson as a Student representative. Thanks was also given to Tim Cooper for his work as Vice-Chair supporting the committee.

3.2. Internationalization Strategic Planning Process

C. Laird gave a presentation title “What is Internationalization”. The presentation slides will be circulated to the committee for information.

4. ADJOURNMENT and NEXT MEETING

The meeting was adjourned at 3:30pm.

2016/2017 Meeting Schedule: Wednesdays, Week 3 from 2:30 – 4:30pm.

5. INFORMATION ITEMS

5.1. Academic Program Review Policy (189)

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



MEMO

To: Janice Nagtegaal for submission to APPC
From: Dr. Bruce Kirkley, Acting Program Development & Quality Assurance Coordinator
CC: Dr. Eric Davis, Dr. Noham Weinberg, Dr. Lucy Lee
Date: September 12, 2016
Re: Master of Science in Integrated Science & Technology (MIST) program proposal

Please find attached the proposal, appendices, calendar copy, and Budget Analysis Part A and Part B.

On April 14, 2016, GSC voted to recommend the MSc in Integrated Science & Technology to APPC for approval by Senate.

On June 16, 2016, SBC reviewed the proposal and budget analysis and recommended it for approval. (See attached memo.)

Program Working Group members:

Noham Weinberg	Gregory Schmaltz
Ben Vanderlei	Olav Lian
Derek Harnett	Gabriel Murray

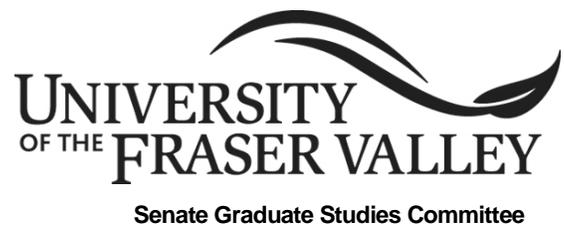
Program summary:

The goal of this innovative, interdisciplinary Master of Science program is to offer students individualized opportunities to integrate knowledge and methodologies from at least two distinct fields in the sciences and technology. These fields include Agriculture, Biochemistry, Biology, Chemistry, Computing Science, Kinesiology, Mathematics and Statistics, Physical Geography, Physics, and Psychology.

By completing coursework and conducting a research project that incorporates techniques of research and inquiry from more than one discipline, students will: obtain multidisciplinary knowledge; develop interdisciplinary skills of critical thinking, experimentation and analysis; and gain originality and maturity of insight into select issues in science and technology.

Board approval:

The Master of Science in Integrated Science and Technology was included in the May 2014 update to the 2011-2015 Education Plan.



MEMO

DATE: Sept 12, 2016
TO: APPC Chair Eric Davis, Provost & VP Academic
FROM: Alastair Hodges, Chair, Graduate Studies Committee (GSC)
RE: New Graduate Program Proposal – Master of Science in Integrated Science and Technology

At the April 14, 2016 Graduate Studies Committee (GSC) meeting, the GSC reviewed and approved the new program proposal for the Master of Science in Integrated Science and Technology.

MOTION: THAT, upon recommendation of the Senate Graduate Studies committee, APPC approves the Master of Science in Science and Technology and recommends it to Senate for approval.

Rationale:

This innovative, interdisciplinary Master of Science program offers students individualized opportunities to integrate knowledge and methodologies from at least two distinct fields in the sciences and technology. These fields include Agriculture, Biochemistry, Biology, Chemistry, Computing Science, Kinesiology, Mathematics and Statistics, Physical Geography, Physics, and Psychology.

By completing coursework and conducting a research project that incorporates techniques of research and inquiry from more than one discipline, students will: obtain multidisciplinary knowledge; develop interdisciplinary skills of critical thinking, experimentation and analysis; and gain originality and maturity of insight into select issues in science and technology.

The Master of Science in Integrated Science and Technology was included in the May 2014 update to the 2011-2015 Education Plan.



SBC MEMORANDUM

SBC Chair: Jackie Hogan
Phone: 4676

SBC Assistant: Sarah McLean
Phone: 4029

TO: Dr. E. Davis, APPC Chair
FROM: Jackie Hogan, Senate Budget Committee Chair
DATE: June 16, 2016
RE: Master of Integrated Science and Technology Program Proposal

At its June 16, 2016 meeting, the Senate Budget Committee reviewed the Master of Integrated Science and Technology program proposal. The Program Working Group addressed comments from the committee:

- That the program will be a useful cross-disciplinary addition, using existing resources.
- Faculty compensation was discussed, noting that the budget does not include remuneration for faculty supervisors. It was clarified that the model proposes supervision as part of regular teaching workload. Faculty teaching these courses will benefit through having graduate students assist with research projects as part of the course work undertaken.
- It was noted that faculty participation in the program will be voluntary and student enrolment into the program will be determined by the availability of supervisory faculty.
- As the graduate program grows, faculty workload and compensation should be reviewed.
- That the program's structure is adequate at present but it should undergo review after implementation to determine sustainability.

A friendly amendment to reduce the number of years for a review from four to three was carried, as follows:

AMENDED MOTION:

THAT Senate Budget Committee has reviewed the Master of Integrated Science and Technology program proposal and confirms the cost of implementation is adequately reflected in the budget analysis; however, the program budget should be reviewed within three years from the start of implementation to assess sustainability.

Unanimously Approved

CARRIED

MEMO



To: Academic Planning & Priorities Committee
From: Tracy Ryder Glass, Dean of Professional Studies
Date: August 29, 2016
Re: Update to the Program Review of the Computer Information Systems Department

The Computer Information Systems (CIS) Department underwent a program review in June 2014. Some recommendations were suggested by the External Review Committee. The CIS Department provided a response to these suggestions to APPC in February 2016.

As requested, the CIS Department now provides a 6 month update of the program review action items.

Attached is the following:

- 1) Chart of those items completed.
- 2) Chart of those items completed but ongoing given their nature.
- 3) Chart of those items being actioned.

This documentation is being provided for information purposes.

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016

Items Completed as of August 2016

	RECOMMENDATION	COMMENT	NEXT STEP	NOV 2015	AUGUST 2016
P7	Recommendation 1: That the Department webmaster (see Recommendation 53) works with Marketing and Communications to clarify the status of the Web Design Certificate Program on the Department website and in the online calendar.	CIS 145 only course offered in web design; no specific instructional expertise in field; Discussed with BFA: problematic to continue	CIS department motion to discontinue Dec.2, 2014	Discontinued	Complete
P7	Recommendation 2: That the Department deletes the Professional Computer Proficiency Certificate.	9 credit certificate problematic	CIS department motion to discontinue Dec.2, 2014	Discontinued	Complete
P8	Recommendation 6: That the University and the Department re-consider the need for an extended minor in CIS.	Requested numbers from IRP 7/28; review and recommendation to department PR data page 7.	Ongoing: Need to submit IRP data to department with recommendation from Advising; status ongoing.		Not moving forward at this time. Focus is on major.
P10	Recommendation 7: That the Department combines the "Systems Administration and Networking" and "Security" concentrations into a single "Systems and Security" concentration.	1. COMP and CIS curriculum groups developed curriculum plans for two areas: software concentration and 2. "Security and Systems"; program restructuring to consolidate to two concentrations approved by the dept. Dec.2	Revisions discussed with program advisors Dec. 3/4 (?). Review with Dean and submit to FSCC. (Spreadsheet description attached)	Rescinded on October 30, 2015	Complete
P10	Recommendation 8: That the Department prepares and publishes a rotation of courses from which it is clear to students that with appropriate planning, a BCIS degree with any one concentration can be completed within five years (assuming a September start date and preparedness on the student's part to enrol in at least four courses each semester).	Develop a multi-year course offering schedule to 1. Meet current students' declared concentration plans, and 2. to accommodate new courses and redefined concentrations; narrow set of elective course offerings.	Developed and approved in departmental retreat Dec. 2 with process for balance between S&S and COMP concentrations.		Complete. Projected course offerings up to 2020 listed.
P10	Recommendation 9: That the University and the Department establish a policy where students in their final year of study have preferred access to the courses they need to complete their degree.	Data request of IRP 7/16: Analysis of student access to courses in final year; discuss data when available with advisors.	Two management strategies implemented: 1. Seat limits on INTL enrolments and 2. F&W semester offerings of all core courses.		Complete
P10	Recommendation 11: That the Department takes into account course-planning considerations when scheduling sabbatical leaves, and that the University supports faculty who may be requested to delay the start of sabbaticals in order to facilitate course planning,	This recommendation may have been in response to a particular or individual issue; This matter is governed by the Collective agreement and university policy. Recommendation not in program scope;	Dean to forward as comment to HR.	HR Issue	Complete

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016
Items Completed as of August 2016

	by allowing delay time to be included in "continuous service" counted towards a subsequent sabbatical leave.				
P10	Recommendation 12: That the Department reduces the amount of credit required in upper-level CIS and COMP courses for the BCIS degree from 33 credits to 30.	Recommendation considered as part of the program restructuring. The revised program maintains the total credit requirement. (the added credits relate to course contact hours, aligned with other programs)	Recommendation considered in concentration review; no further action at this time.		Complete
P10	Recommendation 15: That the Department introduces a course on virtualization technology, and that this course be core to the Systems and Security concentration.	Approved new course at Dept. meeting Aug 20. Plan roll out Summer 2015. Memory upgrade required and implemented in lab. Course scheduled Summer term 2015.	New course now implemented; Edward Lo is course developer RM can also teach.	Ed Lo working on this	Complete. Offered as upper year course.
P11	Recommendation 16: That the Department adds a team project to the BCIS degree (for a group of five to ten students) as either a new course or a revision of CIS 440; and this is distinct from recommendation 3 (i.e., project lab for diploma).	Discussed at departmental retreat Aug. 19 and meeting Aug.20. Course upgrades in progress. Project work and team work are different matters. Project course review is underway for both concentration areas, and group work learning outcomes are being considered	Sept department meeting motion to revise course outlines for: CIS 440 and new COMP 441; ONGOING: DH	ongoing	Complete. Currently running CIS 440.
P13	Recommendation 19: That contingent on the University's approval of our recommendations on faculty hiring, the Department proceeds with the creation of a BSc Major in Computer Science in a manner that leverages courses in the degree and other UFV degree programs.	Software Development Concentration revised to help this "leverage" and discussions underway in other science departments in relation to BSc CS proposal.	Ongoing: COMP curriculum group Physics/Dean/FSCC	ongoing	Complete.
P13	Recommendation 20: That the University supports the Department in its negotiations with other academic units for use of their courses as potential upper-level electives in the BSc Major in Computer Science.	Ongoing: COMP curriculum group Physics/Dean/FSCC	Ongoing: BSc. CS proposal		Complete
P13	Recommendation 21: That the Department investigates the creation of a Software Concentration in the BSc Major in Computer Science in a manner that leverages courses in the BCIS degree's Software concentration.	Refer to BSc CS program proposal committee: Ongoing	Ongoing: BSc. CS proposal	BSc Proposal	Complete
P13	Recommendation 22: That the Department investigates	Refer to BSc CS program proposal committee: ongoing	Ongoing: BSc. CS proposal	ongoing	Complete

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016
Items Completed as of August 2016

	the creation of one or more of the following concentrations in the BSc Major in Computer Science: Mathematics, Physics and Engineering, Geographic Information Systems.				
P14	Recommendation 25: That the University pursue options to allow for the changing of credit hours with no loss of tuition revenue.	Not a program specific matter; a reduction in credit hours maintaining tuition fees may violate university tuition policy.	Administrative matter outside of program review	Agreed	Not applicable
P14	Recommendation 27: That the University and the Department define any new BSc degree as 40 courses of three or more credits each, while restricting upper-level courses to three credits.	Refer to BSc CS program proposal committee; certain courses in the BSc CS proposal are COMP service courses to the BCIS so the above comment applies	Ongoing: Dean to review with course revisions	In progress	Complete
P15	Recommendation 29: That the Department reviews the level of secondary-school math prerequisites needed for CIS and COMP courses, and specifies the correct secondary-school course names.	Departmental and Advising review complete; new math requirement for courses and for the program approved by the department in in process;	Print, online calendar changes in process and recruitment advice for BCIS Chandigarh	Ongoing	Complete
P16	Recommendation 31: That the Department extends a standing invitation to co-op staff serving the CIS programs to attend regularly-scheduled Department meetings.	Administrative: implementation in place and ongoing	Complete	Ongoing	Complete
P16	Recommendation 33: That the University supports better integration between the University's student-information system and the software needed by co-op office staff to administer UFV's co-op programs.	Administrative- outside scope of department and program review;	Dean to review and forward as appropriate		Complete. UFV wide initiative with Co-op office.
P16	Recommendation 34: That the University increases the number of co-op staff positions devoted to the Faculty of Science.	Administrative- outside scope of department and program review;	Dean to review and forward as appropriate		Complete. UFV wide initiative with Co-op office.
P18	Recommendation 41: That the Department considers renaming CIS 380 to COMP 380.	Retreat and dept. meeting Aug 19/20. Approved this change and several others. In process for governance approval.	Complete		Complete
P18	Recommendation 42: That the Department considers whether it is appropriate and beneficial to allow some courses to have a "CIS or COMP" flexible label, or whether that goal can be accomplished by cross-listing courses within the	Retreat topic and Department meeting; Resolution is that rather than "cross-listing" courses, all courses would be considered for dominant content: IS and IT courses would be CIS and predominantly CS courses would be COMP. Precepts	Complete		Complete

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016
Items Completed as of August 2016

	CIS Department.	document approved by department Aug 19/20, revised and approved again in Sept. Several courses changed designation			
P18	Recommendation 43: That the Department drafts a brief policy statement which makes clear the distinction between the qualities of a CIS course, the qualities of a COMP course, and (if applicable) the qualities of a "CIS or COMP" course.	Detailed above (recommendation #42)	Complete		Complete
P21	Recommendation 47: That the Department develops a policy describing letter-grade meanings that is informed by student achievement on stated course learning outcomes and which adheres to the University policy on grading.	Ongoing discussion at program and course level Future Retreat topic informed with IRP data. DH to carry forward: ongoing	Ongoing: DH	Ongoing	Complete. New UFV wide grade policy implemented.
P21	Recommendation 48: That the University supports academic units that develop policies such as those arising from Recommendation 47.	Implementation extends beyond scope of CIS program review: recommendation forwarded to Dean	Dean		Complete. New UFV wide grade policy implemented.
P21	Recommendation 49: That the University implements a policy where the overall "Section GPA" is reported for each course on the transcript of each student.	Implementation outside scope of CIS program: recommendation to be forwarded to the Dean	Dean		Complete. New UFV wide grade policy implemented.
P21	Recommendation 50: That the Department ensures compliance with BCCAT instructor standards.	BBCAT "standards" are guidelines only (and are followed by the CIS Standing SAC). Compliance is in place for sessional postings; guidelines met otherwise by University policy and CA standards.	Complete		Complete. New UFV wide grade policy implemented.
P23	Recommendation 53: That the Department designates a member of staff or faculty as webmaster and that this individual be given authority to edit the Department website.	Administrative: requires alignment with other academic units in ongoing management. Dean to determine and assign	Ongoing: Dean	Ongoing	Complete. Managed through Department Assistant (role is now 100% versus 50% at the time of the review).
P23	Recommendation 54: That the Department webmaster makes appropriate changes to the Department website, including but not limited to items listed in Appendix 2 of this document.	As above.	Ongoing: Dean	Ongoing	Complete. Managed through Department Assistant (role is now 100% versus 50% at the time of the review).
P23	Recommendation 55: That the University supports the Department as it revises the CIS website to reflect the University's information-	As above.	Ongoing: Dean	Ongoing	Complete. Managed through Department Assistant (role is now 100% versus 50% at the time of the review).

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016
Items Completed as of August 2016

	architecture best practices.				
P24	Recommendation 56: That the University funds the refresh of Departmental instructional equipment with a goal of retiring all machines currently in use (June 2014) within four years.	Refresh cycle is established by ITS for certain infrastructure. (This is outside purview of the CIS department.) The CIS program has a capital plan and limited budget to implement technology needs related to courses. The Capital Plan calls for capital needs tuned to learning outcomes and not broad overarching benchmarks as suggested by this recommendation.	Alternative Capital plan model adopted. Plan Holder: System Administrator.	Working on it now.	Complete. Renovations and upgrades to computer hardware and lab completed in summer 2016.
P24	Recommendation 57: That the Department continuously documents, reviews and updates its equipment-refresh plan; and that the Department ensures this plan is always ready as a response to funding opportunities identified by the Department or the University.	Recommendation implies ongoing review of the CIS program capital Plan and the ranking of priorities in relation to learning outcomes. Requires development of Capital Planning committee of program with System Administrator.	Ongoing: DH/System Administrator	Working on it now.	Complete. Renovations and upgrades to computer hardware and lab completed in summer 2016. Now on refresh cycle.
P26	Recommendation 61: That the Department implements an online course-syllabi repository based upon, but not limited to, the suggestions made in this report for supporting consistency among course offerings.	The department recognizes the need to actively mentor sessional faculty to achieve the object of this recommendation	Ongoing: DH	Ongoing	Complete. Added initiative with Chandigarh programming/mentors established.
P27	Recommendation 64: That the University and the Department develop a plan for retaining the current Computer Systems Administrator for CIS.	Considerable progress has been achieved in integrating the work of system administrator with academic planning and program development.	Ongoing: DH/SA	Ongoing	Complete. No intentions of releasing this position.
P27	Recommendation 65: That the Department employs a sequence of work-study or co-op students to assist the Computer Systems Administrator for CIS in documenting system-administration procedures and system configurations.	Recommendation alternatively addressed with a documentation project with reliance on an ITS employee; Proposal submitted to ITS (42 hours; funding approved by Dean); still in revision stage with ITS. (matter initiated with meeting request 7/28)	In progress: DH/SA/Dean: final proposal document still in progress.		Complete. Has been ongoing for several years and will remain ongoing.
P27	Recommendation 66: That the Department designates a Systems Administration subcommittee whose	The above proposal will enable the documenter to assume this role in an exigent situation.	In progress: DH/SA as above.		Complete. Contingency planning in place in the event of an emergency absence of the current

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016
Items Completed as of August 2016

	members will be able to assume the Computer Systems Administrator for CIS's duties (at least temporarily) as necessary, and to provide orientation for a temporary or permanent replacement as necessary.	(Egor Rappaport mentioned as candidate—also a student in program)			Systems Administrator.
P28	Recommendation 69: That the Department develops and communicates to all faculty and lab assistants a clearly stated (and workable) procedure for responding to incidents of academic fraud.	There is an institutional policy and procedure in place that the department follows.	Complete		Complete

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016

Items completed as of August 2016 but ongoing in nature.

	RECOMMENDATION	COMMENT	NEXT STEP	NOV 2015	AUGUST 2016
P11	Recommendation 17: That the Department and its members consult with the Teaching and Learning Centre on adopting best-practices for group-project management and for student evaluation involved in such group projects (certificate, diploma and degree).	DEPARTMENT RETREAT SESSION Consultation Aug 19 w Maureen Wideman: Further work underway. Colleen to research and report to department in October (postponed to 2015)	Ongoing: DH	Colleen working on this	Complete. Ongoing item at curriculum review meetings. Process of best practices shared and implemented.
P13	Recommendation 23: That the University and the Department review the credits assigned to each CIS course to ensure their appropriateness.	Departmental review with curriculum revisions Dec. 2; no change recommended: credits aligned with contact hours; further administrative review the purview of the Dean.	Dean to initiate if necessary	Started prior to review: ongoing	Complete. Ongoing as part of annual curriculum review process.
P13	Recommendation 24: That the University and the Department reconsider the method by which credits are assigned to CIS and COMP courses.	Departmental review with curriculum revisions Dec. 2; no change recommended: credits aligned with contact hours; further administrative review the purview of the Dean.	Dean to initiate if necessary	Started prior to review: ongoing	Complete. Ongoing as part of annual curriculum review process
P14	Recommendation 26: That the University and the Department define the BCIS degree as 40 courses of three or more credits each, while restricting upper-level courses to three credits.	Considered as part of curriculum review; credits now aligned with contact hours; this recommendation will be considered as courses are revised to consider learning outcomes in modules of contact time that would eventually result in this recommendation outcome.	Ongoing: Dean to review with course revisions	Ongoing	Complete. Ongoing as part of annual curriculum review process
P15	Recommendation 28: That the Department reviews its course outlines with the goal of increasing clarity and correctness.	Administrative: implementation with new course outlines and future course revisions underway.	Ongoing: Dean to review with course revisions	Ongoing	Complete. Ongoing review of course outlines upon review date assigned to ensure compliance with review recommendations and University policy/guidelines.
P15	Recommendation 30: That the University and the Department review the learning outcomes at all levels (course approval, development and delivery) for appropriate verb use.	Administrative: implementation with new course outlines and future course revisions	Ongoing	Ongoing	Complete. Ongoing review of course outlines upon review date assigned to ensure compliance with review recommendations and University policy/guidelines.
P16	Recommendation 32: That the Department continues to invite co-op staff serving the CIS programs to attend External Advisory Committee meetings.	Administrative: implementation in process;	Dean to convene external advisory committee when ready	Ongoing	Complete. Next meeting in Fall 2016.
P16	Recommendation 35: That the Department adopts a curriculum-committee structure (for both ad hoc and standing committees)	Curriculum committee structure: COMP committee: include BSc CS members and others in "programmers group";	In progress with restructuring: Dean	In progress	Complete. Next meeting Fall 2016.

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016

Items completed as of August 2016 but ongoing in nature.

	having three or five CIS Department members plus one external (non-voting) member; where membership on one such committee does not preclude membership on any other; and where the external member offers advice on committee proposals.	another CC including CIS faculty in Security and Systems concentration; and joint program committee to oversee overall BCIS program issues; Implementation contingent on management structure for program.			
P17	Recommendation 36: That the University recognizes that significant growth in enrolments by international students in certain programs should not significantly decrease access by domestic students to those same programs.	The matter is recognized as a key reputational issue: Administrative business in place with international student seat reserves (to protect domestic spaces) and "high demand" course adds now in place where enrolment dictates. Sections of all core courses offered Fall and Winter terms.	Administrative process in place; requires ongoing management by DA and advisors	Ongoing	Complete. Ongoing review as per enrolment management and new UFV processes.
P17	Recommendation 37: That the University's enrolment management supports the Department in offering baccalaureate programs which domestic students can normally complete within five years.	Benchmark of 5 years. Goal requires enabling Concentration achievement without waiting for courses, a broadening of course options coupled with a frequency of offerings to achieve the benchmark goal. Ongoing enrolment management is required in all details: TT scheduling, course prerequisite structure, management of international enrolment, etc. (This goal still requires affirmation by the faculty.)	Overarching goal requires implementation of many of the other recommendations. ONGOING:DH/DA		Complete. Education Plan priority. New enrolment management/ projection making processes in place and ongoing.
P17	Recommendation 38: That the University's enrolment management supports the Department in offering baccalaureate programs which international students can complete in a timely manner.	As above: benchmark goal does not apply differentially to domestic and international students.	Ongoing, as above.		Complete. Education Plan priority. New enrolment management/ projection making processes in place and ongoing.
P18	Recommendation 39: That the Department reviews CIS and COMP course prerequisites with the goals of (a) simplifying prerequisite language and (b) reducing the need for students to complete prerequisite waivers necessary for course enrolment.	Ongoing; several changes have already been made; ongoing work of curriculum groups.	Ongoing: DH	Ongoing	Complete. Ongoing as part of annual curriculum review process.
P18	Recommendation 40: That the Department immediately reviews and updates all CIS and COMP official course outlines which have not been updated in the last four years.	Administrative, work in progress; Business process managed by DA. (spreadsheet course outline management linked to course plan)	Ongoing: DA	Being reviewed now.	Complete. Ongoing review of course outlines upon review date assigned to ensure compliance with review recommendations and University policy/guidelines.

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016

Items completed as of August 2016 but ongoing in nature.

P19	Recommendation 44: That the Department and its members make use of the Teaching and Learning Centre and its resources in order to create ever-better learning outcomes for curriculum, course outlines, course syllabi, and other relevant documents.	Implemented revised learning outcomes for all courses; curriculum groups responsible for oversight that learning outcomes are appropriate for new course proposals and course revisions. ONGOING	Ongoing: faculty	Ongoing	Complete. ILO's implemented. Ongoing opportunities offered through Teaching and Learning on course outlines and curriculum development/resources.
P19	Recommendation 45: That the Department schedules in a sustainable manner four-year reviews of all CIS and COMP courses in order to ensure course content is up-to-date; and, where applicable, ensure the course content represents best current practices in public- and private-sector IT organizations.	Business process implementation with course management plan (spreadsheet noted above); also requires coordination with external advisory group. DA/DH/Dean.	Ongoing DH	Ongoing	Complete. Ongoing enrolment management process implemented. Three year enrolment forecast/budget planning completed.
P19	Recommendation 46: That the Department review language used in the course descriptions on the basis of outcomes from the previous two recommendations.	As above, ongoing	Ongoing: DH	Ongoing	Complete as per above.
P22	Recommendation 51: That the Department prepares a yearly plan for its K-12 and First Nations outreach activities.	BF as Retreat topic: needs advocate	Ongoing: DH		Complete as per monthly reports collated by the Faculty of Professional Studies Indigenization Committee of Faculty Council.
P22	Recommendation 52: That the University supports the Department as it develops its own K-12 and First Nations outreach and as it collaborates with other compatible outreach efforts delivered by other academic units.	BF as Retreat topic: needs advocate	Ongoing: DH		Complete as per the Faculty of Professional Studies Indigenization Committee of Faculty Council.
P24	Recommendation 58: That the Department ensures terms of reference for the External Advisory Committee include a provision where its members are encouraged to identify and communicate knowledge of commercial-tool best-practices in public- and private-sector IT organizations and to share this knowledge with the Department.	Review TOR for External Advisory Group	Ongoing: DH/Dean	ongoing	Complete. Next meeting Fall 2016.
P25	Recommendation 59: That the University posts hiring notices for two regular-faculty positions (i.e., the two frozen positions) in the	Recommendation noted; implementation subject to dedicated FTE funding; outside scope of departmental action;	Dean/VPacademic	Ongoing	Complete. New hire to start Fall 2016 and second posting to go out Fall 2016 for Fall 2017 start.

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016

Items completed as of August 2016 but ongoing in nature.

	Department whose teaching duties will include a variety of upper-level courses in both CIS and COMP.				
P25	Recommendation 60: That the Department considers a new regular faculty position (in addition to those referred to in Recommendation 59) to be cross-appointed between Business and CIS.	Recommendation noted; implementation subject to dedicated FTE funding; outside scope of departmental action; administrative restructuring of CIS program in Faculty of Professional Studies will enable the object implied by cross appointment	Completed with administrative restructuring		Redirected. Consideration to cross posting between CIS and Science. Will be considered more aggressively with the implementation of the BSc.
P26	Recommendation 62: That the Department implements an online and paper-copy final-exam repository based upon, but not limited to, the suggestions made in this report for supporting consistency among course offerings.	The department recognizes the need to actively mentor sessional faculty to achieve the object of this recommendation	Ongoing: DH	Ongoing	Not actionable at this time. Issues of confidentiality and integrity of documents being considered. Further discussion required.
P26	Recommendation 63: That sessional instructors be treated as full members of the Department, and that they be permitted to participate in regularly-scheduled Department meetings and relevant subcommittee meetings.	The department recognizes the legitimacy of this recommendation and also recognizes a need for certain business to be conducted by regular faculty. Recommendation is noted for at least partial implementation.	Ongoing: DH	Ongoing	Complete. Invitations will be ongoing.
P27	Recommendation 67: That the University and the Department support the efforts of the Computer System Administrator for CIS in ensuring a two-way flow of information between UFV's IT Services and the CIS Department.	Recommendation noted and discussed with ITS and SA; unclear issue but both committed to ongoing communication.	Ongoing: SA/DH	Ongoing	Complete. Ongoing communication as between Systems Administrator and ITS.
P27	Recommendation 68: That the Department adds links to the University's policy on Academic Integrity on all course syllabi, and includes clauses on all course syllabi which make clear that the activities described (among others) constitute academic misconduct and warn of the potential penalties in cases of academic misconduct.	Ongoing discussion of academic integrity issues addressed constantly among faculty. Considered that warnings are an insufficient remedy. Consideration given to orientation session for new students to the program (similar to Business program).	Ongoing: DH	Ongoing	Complete. Ongoing review of course outlines upon review date assigned to ensure compliance with review recommendations and University policy/guidelines.
P28	Recommendation 70: That the Department ensures reasonable efforts (including those based on policy and those based on technology) be taken to minimize the repetitive use of major summative evaluation instrument in	Academic integrity solutions are matters of constant discussion among faculty in the department, sharing best practices. The department has purchased the Lanschool software for one lab and is considering expanding its use. The recommendation is noted	Ongoing : all faculty	Ongoing	Complete. Process implemented by Department and ongoing discussions occurring at the Department meetings.

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016

Items completed as of August 2016 but ongoing in nature.

	order to reduce opportunities for the re-use of test answers, assignment solutions, and similar material.	and the work is ongoing by faculty.			
P28	Recommendation 71: That the University and Department re-institute opportunities for CISSA to participate in significant ways with the academic life of the Department, including such steps as: guaranteed participation in Department meetings; regularly-scheduled meetings with the Department's executive team; and invitations to suitable sessions of Department retreats.	This recommendation is accepted in principle with implementation to be planned, similar to the engagement of sessional faculty, once the administrative reorganization is complete. DH to follow up	Ongoing: DH	Ongoing	Complete. Invitations are ongoing.

PROGRAM REVIEW RECOMMENDATIONS: STATUS REPORT UPDATE, August 2016

Items requiring action as of August 2016.

	RECOMMENDATION	COMMENT	NEXT STEP	NOV 2015	AUGUST 2016
P8	Recommendation 3: That the Department adds a team project to the diploma (for groups of two to three students).	Department retreat discussion Aug 19/20. Advice to add group work within courses as learning outcomes. Colleen to compile and report to Oct Dept. meeting; postponed to new year	Rejected idea of specific course requirement; instead add group work component to required courses; status ongoing	Agreed	Implementation in 2017
P8	Recommendation 4: That the University and Department designates a room in which project teams can work, undisturbed by classes being scheduled in the room, during semesters in which project courses are offered.	CISSA have room now. Advice from T&L is not to have single group project course but integrate group work throughout the curriculum.	Determine group work courses and then identify facility needs if any; status ongoing.	ongoing	Implementation in 2017: specific courses to be identified Fall 2016
P8	Recommendation 5: That the Department removes references to non-networked computers in its diploma description.	Communications materials update; discuss with Nicole Klassen/ Karen Cooper; incorporate recommendation into calendar revisions.	Batch this recommendation with overhaul of curriculum. Status ongoing.		Being brought to Faculty Council as per calendar copy Fall 2016
P10	Recommendation 10: That the Department ensures there are at least two regular faculty members who are qualified, prepared and willing to teach each core CIS and COMP course in the CIS diploma, BCIS degree and proposed BSc degree.	Difficult issue given breadth of program and limited B faculty; faculty are aware of this strategic direction, confronted in relation to application of the CA; concept not embraced by faculty	This strategic direction confronts a deep seated belief structure in the department and requires slow and methodical work course by course. Ongoing.	New hires will help with this	Complete. New hire made for 2016/2017 and posting for second going out in Fall 2016
P10	Recommendation 13: That the Department introduces a third-year course on database management systems in addition to the current second-year course, and that this new course be core to the Software Development concentration.	3xx database management course approved by department Dec. 2 (retreat) and added to Software Development concentration (not as core). The course needs a developer. (Sergey was suggested)	Ongoing: DH		In-progress with implementation expected 2017. First need to resolve excess courses offered.
P10	Recommendation 14: That the Department introduces a course or courses on mobile software development, and that this course or courses be core to the Software Development concentration.	3xx mobile software approved by department Dec. 2 (retreat) and added to Software Development concentration (not as core). The course needs a developer. (Mentioned that Angela had developed an outline)	Ongoing: DH	ongoing	In-progress with implementation expected 2017. First need to resolve excess courses offered.
P11	Recommendation 18: That the University and the Department standardize on degree nomenclature by referring to the "BCIS degree".	Part of comprehensive review of print and online materials related to CIS; Advising, Nicole, Louise, Marcom; program changes and discontinuances can now be incorporated.	Ongoing: DH		Being brought to Faculty Council as per calendar copy Fall 2016



Proposal for Program Discontinuance Template

Section I: Program Information

Program (specify credential name, if different)

Teacher education completion certificate (elementary and secondary options)

Faculty or College

Faculty of Professional Studies

Department or School (or unit with administrative responsibility for the program)

Teacher Education Department

Date of Submission

Fall 2016

If the credential here presented for discontinuance is being replaced by a new credential, with no impact on the criteria listed in Section III, provide a brief explanation and omit Section III from your submission.

The teacher education completion certificate (elementary and secondary options) is being replaced with a Bachelor of Education (as a second degree, elementary and secondary options). The courses, fees, faculty needs, etc or identical. The only difference is with regards to a change in nomenclature. The Bachelor of Education was approved by the Ministry in May 2016; as a result, we are discontinuing the teacher education completion certificate.

Section II: Consultation

Provide brief summary of the consultation (maximum 250 words). Additional information can be attached.

All external agencies that work with the teacher education department (i.e., local school districts, teacher regulation branch, BC Teachers' Council, and BC Teachers' Federation) were consultant on the move to a Bachelor of Education. All were in agreement with this move as it increases the transferability of our alumni for work in other provinces and countries. We worked with finance, the Registrar's Office, and the Program Development Office to finalize the proposal.

Section III: Rationale

Refer to the instructions and include your findings as an attachment

Section IV: Transition Plan

Attach the transition plan for all students currently in the program. The transition plan should also indicate the date applications will no longer be accepted.

The teacher education completion certificate runs as a cohort program beginning in September and concluding in June of the following year. There is only one intake each year. As the Bachelor of Education (as a second degree) was approved in May 2016, all candidates graduating in June 2016 were given the option of exchanging their teacher education completion certificate for a Bachelor of Education (as a second degree). The same option will be given to all candidates graduating in June 2017 as, when they were admitted to the program (April 2016), it was advertised as a teacher education completion certificate. It is expected that all graduates in June 2017 will request the Bachelor of Education given its higher profile and transferability.

A note regarding the implementation of the Bachelor of Education (as a second degree) will be placed into the Fall 2016 calendar retroactively. In the Winter 2017 calendar only the Bachelor of Education (as a second degree) will be listed. Applications for the 2017-2018 cohort year will be accepted as of October 1st, 2017. As a result, the teacher education completion certificate will no longer be available by that date.



MEMO

To: APPC
From: Eric Davis
Date: September 12, 2016
Re: APPC Expedited Review Standing Subcommittee

Background

The Expedited Program Approval Process calls for an APPC Expedited Review Standing Subcommittee to review and recommend approval of programs that have been allowed to go through the Expedited Program Approval Process.

The composition of the APPC Expedited Review Standing Subcommittee, as defined in the Expedited Program Approval Process, is the Chair and Vice-Chair of APPC and three faculty members (where possible from different Faculties/College). The term of each of the members will be October 1, 2016 – September 30, 2017. Members should be available (in person or email) for the entire term.



MEMO

To: Janice Nagtegaal for submission to APPC
From: Dr. Peter Geller, Vice-Provost and Associate Vice President Academic
Date: September 13, 2016
Subject: Mid-cycle review of Concept Papers

In an effort to increase flexibility for groups working on new program initiatives, we recommend the introduction of a mid-cycle review for concept papers. This mid-cycle review would be in addition to the schedule used in 2015-2016, but only up to the Senate stage of the approval process. At this point, we are proposing not to change the frequency at which the Board is asked to approve the *Program Report and Plan* which includes proposed concept papers. Thus, as shown in the column to the far right on p. 2 of this memo, concept papers being reviewed mid-cycle would be presented to the Board for final approval in June, at the same time as the concept papers being reviewed later in the year.

Allowing for a mid-cycle review would require a slight change to the procedures as last approved by UEC and GSC in May 2016 (see track changes on p. 2, first column):

- modify language regarding development of Full Program proposal after Board approval. PWGs would be advised that, while they may wish to develop the full program proposal ahead of the Board approval in June, they would do so at their own risk. But in no case should a Full Program Proposal enter the internal review process prior to the Board approval of the Concept Paper.

Under policy 21, *Undergraduate Course and Program Approval*, and policy 209, *Graduate Course and Program Approval*, a change to procedures is to be approved by these committees, in consultation with the Office of the Vice-Provost. Because APPC is the main senate standing committee involved in this process, APPC's approval is solicited as well.

If approved, this change will be communicated to Senate, Deans and Faculty Councils for information.

Concept Paper: Approval Procedures and Timeline

Steps	Timeline	Timeline <u>(mid-cycle)</u>
<p>Development of Concept Paper: PWG develops the Concept Paper, on the approved template, in consultation with the PDO, appropriate academic units, the dean, and AVP REGS (for graduate programs). PWG submits the Concept Paper to the PDO, who verifies that it is complete before submission to faculty/college council.</p>	<p>Recommended: September-February</p>	<p><u>Recommended:</u> <u>April-October</u></p>
<p>Faculty/college council and dean: The PWG presents the Concept Paper to faculty/college council for discussion. The council assistant sends the Concept Paper to the dean and AVP REGS (for graduate programs) for review and approval.</p>	<p>Recommended: March</p>	<p><u>Recommende</u> <u>d:</u> <u>November</u></p>
<p>Provost's recommendation to Academic Planning & Priorities Committee (APPC): Upon approval by the dean and AVP REGS (for graduate programs), the Provost, in consultation with Deans Caucus, assesses all Concept Papers submitted in a given academic year, prioritizes them, and prepares a report for presentation to APPC (with accompanying rationale) on Concept Papers that are: a) meritorious and supported for development with a specified timetable for implementation and start date; or b) not supported for development (with an explanation).</p>	<p>April</p>	<p><u>January</u></p>
<p>APPC: APPC reviews and recommends Concept Papers to be approved for development.</p>	<p>May</p>	<p><u>February</u></p>
<p>Senate: Senate reviews and recommends Concept Papers.</p>	<p>June</p>	<p><u>March</u></p>
<p>Board: The <i>Program Report and Plan</i>, which includes Concept Papers, is submitted to the Board for approval. Only upon approval by the Board should a Program Working Group proceed with <u>developing the submitting the Full</u> Program Proposal <u>for internal review and approval</u>.</p>	<p>June</p>	<p><u>June</u></p>



ACADEMIC PLANNING AND PRIORITIES COMMITTEE

TERMS OF REFERENCE

Following consultation with relevant standing committees and areas of the university, as deemed appropriate by the Academic Planning and Priorities Committee:

1. Advise Senate on the mission, goals, objectives, strategies, and priorities of the university.
2. Advise Senate on the establishment or discontinuance of educational programs.
3. Advise Senate on the development of and priorities for the implementation of new programs leading to certificates, diplomas, and degrees.
4. Advise Senate on the establishment or discontinuance of academic faculties of the university.
5. Advise Senate on the number of students that may be accommodated in the university and the development and review of policies and procedures for managing enrolments in educational programs and courses.
6. Advise Senate on the policies relating to the library and resource centres.
7. Advise Senate on policy and procedures related to affiliation, articulation, partnerships, and other contractual agreements with post-secondary institutions and other organizations.
8. Advise Senate on policies and processes for the development, review, implementation, and communication of educational plans that support the priorities of the university.
9. Advise the Budget Committee of Senate on the academic priorities for the allocation of funds.
10. Advise Senate on policy and procedures for the systematic review of courses, programs, and educational services.
11. Review the reports and recommendations of program reviews/evaluations and advise Senate on actions.
12. Establish such subcommittees as needed to fulfill the committee's responsibilities.
13. Other duties as assigned by Senate.
14. Provide annual written reports to Senate.

COMPOSITION

Chair: Provost and Vice-President, Academic (*ex officio*, voting)

Vice-Chair: A voting member of the committee, nominated and approved by the committee

Voting Members:

- Chair or designate from the following standing committees of Senate: Budget, Undergraduate Education, Graduate Studies, Research, and Governance **
- Seven faculty members, approved by Senate, at least four of whom shall be members of Senate *
- Two staff members approved by Senate
- Two students approved by Senate
- Two deans or associate deans approved by Senate

Ex Officio Non-Voting Members:

- Director, Teaching and Learning
- Associate Vice-President, Research, Engagement & Graduate Studies (or designate)**
- Executive Director, UFV International
- Vice-Provost and Associate Vice-President, Academic
- Senior Advisor on Indigenous Affairs
- Associate Vice-President, Institutional Research and Integrated Planning (or designate)**
- University Librarian (or designated librarian)**
- University Secretary/Registrar (or designate)**
- Program Development Coordinator

Administrative Support: Office of the Provost and Vice-President, Academic

* Normally, there shall be at least one member from each of the faculties, selected to ensure that the composition of the committee reflects the diversity of disciplines at the university.

** Normally the designate shall be appointed for a one-year term to ensure continuity.

Memorandum

Date: June 6, 2016

To: Eric Davis, Vice President Academic and Provost
Peter Geller, Associate Vice President Academic and Vice Provost

From: John English, Dean, Faculty of Applied and Technical Studies

Copy: Rolf Arnold, Sylvie Murray

Re: One year program suspension of the Automation and Robotics Technician Program

Pursuant to Policy 222 and the procedures for program suspension, I am proposing to suspend the Automation and Robotics Technician Program for one year as of the September 2016 intake. Program suspension requires your approval.

The rationale for the one year suspension is a lack of applicants. The Electronics Common Core Program (CC) is a prerequisite for the Automation and Robotics Technician program (AR) and it has not generated a sufficient pool of graduates ready to enter AR.

Only three graduates are prepared and willing to proceed directly from the CC to the AR Program. All three have agreed to defer their entry until September 2017.

Several significant measures are underway to improve the Electronics Common Core Program including a full program review, a new student retention program, and improved student recruitment initiatives that include stronger linkages into the K-12 system and community engagement initiatives (e.g., MakerSpace, summer camps for young people and try-a-trade programs). Further, we are developing an "equivalency" measurement process targeted at applicants from some trades programs including bridging from short courses.

This proposal has been brought forward following consultation with program faculty.

Memorandum

Date: June 27, 2016

To: Eric Davis, Vice President Academic and Provost
Peter Geller, Associate Vice President Academic and Vice Provost

From: John English, Dean, Faculty of Applied and Technical Studies

Copy: Rolf Arnold

Re: One year program suspension of the Post Degree Hospitality Event Management Program

Pursuant to Policy 222 and the procedures for program suspension, I am proposing to suspend the Post Degree Hospitality Event Management Program for one year as of the September 2016 intake. Program suspension requires your approval.

The rationale for the one year suspension is a low enrollment. As of June 2016 there are three students enrolled. An option for these students would be to offer modified delivery of the program (taking courses in conjunction with students enrolled in the undergraduate Hospitality Event Planning program). The program is full, but we are happy to take the three students as an overload into this program.

This proposal has been brought forward following consultation with program faculty and David McGuire, Executive Director UFV International.

UFV Co-op programs attain national accreditation

blogs.ufv.ca/blog/2016/07/ufv-co-op-programs-nationally-accredited/

Dave Pinton



A recent [study](#) indicates up to 95% of post-secondary students surveyed attend university to increase their earning potential and improve their odds of career success. The University of the Fraser Valley has taken another important step in helping students achieve these goals while assisting employers in hiring students with the right knowledge, skills, and experience.

[Co-operative education \(Co-op\) programs](#) in three areas of study at UFV are now nationally accredited by the [Canadian Association for Co-operative Education \(CAFCE\)](#).

The Cooperative Education programs in Arts, Professional Studies, and Science at UFV have all attained this accreditation.

“Let me congratulate the University of the Fraser Valley on its accreditation of the above programs,” said Karen Reimer, Chair CAFCE Accreditation Council. “We commend UFV for its ongoing leadership in Canadian co-operative education and adherence to the CAFCE criteria and standards of quality.”

UFV’s Co-op programs have demonstrated a standardized approach reflecting the rigorous process of evaluation set forth by CAFCE.

“We are very pleased to have earned this accreditation from CAFCE and know it will further assist UFV students in their pursuit of career and education-related goals and success,” says Jody Gordon, Vice President, Students and Enrolment Management at UFV. “We thank CAFCE for their diligence and their dedication to excellence in co-

operative education.”

“Co-op placements not only let you try out a variety of roles and processes, but also bring about a culture shift from an educational environment to a workplace one,” says Richard Nair, who earned his bachelor’s degree in Computer Information Systems in 2013 and now works as a senior solutions consultant at PowerPlan Inc. “UFV and the Co-op program have undoubtedly formed the cornerstone of my career thus far. The Co-op experience was the perfect way to put theory into practice and the experience I gained shaped my career and shaped me as a person.”

The [benefits of Co-ops](#) are not limited to students, notes Joan Wild, Regional Human Capital Advisor for MNP LLP.

“Co-op opportunities simply make sense! Students integrate their academics in a real work environment and learn to adapt and transition from student to employee. Employers benefit from help that, for [MNP](#), this very often translates to long-term employment opportunities. We are committed to ensuring our co-op students have an experience that adds value, transfers back to the classroom, and supports their ability to make the right career decision. The Co-op programs at UFV are highly regarded throughout the Fraser Valley offices of MNP and we congratulate them on the accreditation.”

UFV joins the University of British Columbia, Simon Fraser University, the University of Victoria, and many [other universities](#) across Canada as members of CAFCE.

For more information please contact Dave Pinton, Director of Communications, UFV at dave.pinton@ufv.ca.

-30-



Our Ref: 99210

July 25, 2016

Dr. Mark Evered
President and Vice-Chancellor
University of the Fraser Valley
33844 King Rd
Abbotsford, BC V2S 7M8

Dear Dr. Evered:

The Bachelor of Arts, Peace and Conflict Studies (Major and Minor) degree proposal has now completed the Stage 1 Review required of public post-secondary institutions proposing to offer new degree programs in British Columbia.

At its December 14, 2015 meeting, the Degree Quality Assessment Board (the Board) reviewed the Stage 1 application against the established criteria and recommended that I approve the Stage 1 Review. I agree with this recommendation.

As the University of the Fraser Valley has exempt status to the baccalaureate degree level and because AVED staff have no concerns with the proposal, I am approving the degree without a Stage 2 review of program quality.

This approval is granted under section 48(2) of the *University Act*.

I wish you success in implementing this new degree program.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Wilkinson".

Andrew Wilkinson
Minister

pc: Dr. Eric Davis
Provost and Vice-President, Academic
University of the Fraser Valley

Degree Quality Assessment Board



Our Ref: 98634

July 25, 2016

Dr. Mark Evered
President and Vice-Chancellor
University of the Fraser Valley
33844 King Rd
Abbotsford, BC V2S 7M8

Dear Dr. Evered:

The Bachelor of Arts, Theatre Major degree proposal has now completed the Stage 1 Review required of public post-secondary institutions proposing to offer new degree programs in British Columbia.

At its January 18, 2016 meeting, the Degree Quality Assessment Board reviewed the Stage 1 application against the established criteria and recommended that I approve the Stage 1 Review.

As the University of the Fraser Valley has exempt status to the baccalaureate degree level and because ministry staff have no concerns about the quality of the proposal, I am approving the degree without a Stage 2 review of program quality.

This approval is granted under section 48(2) of the *University Act*.

I wish you success in implementing this new degree program.

Sincerely,

A handwritten signature in black ink, appearing to read 'Andrew Wilkinson', written over a light blue horizontal line.

Andrew Wilkinson
Minister

pc: Dr. Eric Davis
Provost and Vice-President, Academic
University of the Fraser Valley

Degree Quality Assessment Board



MINUTES - Approved
ACADEMIC PLANNING AND PRIORITIES COMMITTEE
IN-CAMERA

February 17, 2016
2:30 pm - Room A225/229

Present: E. Davis (Chair), J. Hogan, R. McLeod, S. Sheffield, M. Bos-Chan, C. Slavik, H. Davis-Fisch, T. Cooper (Vice-Chair), S. MacPherson, A. Pritchard-Orr, J. English, J. Nolte, M. MacDougall, C. Laird, R. Petersen, A. Steegstra, D. Griffiths, A. Chan, M. Wideman, D. McGuire, D. Alary, K. Isaac, S. Murray, P. Geller

Guest: D. Harris, Computer Information Systems (CIS) Department Head

Regrets: G. Palmer, A. Hodges, C. Gingerich, S. Hardman, V. Dvoracek, A. Wiseman

Recorder: J. Nagtegaal

1. CALL to ORDER

The meeting was called to order at 2:30 pm.

2. ITEMS for ADOPTION

2.1. Agenda – 2016 02 17

MOTION:

It was moved and seconded that APPC approve the 2016 02 17 in-camera agenda as presented.

CARRIED

2.2. Minutes – 2016 01 20

MOTION:

It was moved and seconded that APPC approve the 2016 01 20 in-camera minutes as presented.

CARRIED

3. BUSINESS

3.1. Computer Information Systems (CIS) Program Review

The committee reviewed the documents provided for the Computer Information Systems (CIS) Program Review. A number of more general program review issues were raised which will be summarized and included in the recommendation to Senate.

MOTION

It was moved and seconded that APPC accept the documentation related to the review of the Computer Information Systems (CIS) Department as presented.

CARRIED

MOTION

It was moved and seconded that APPC invite the Dean of Professional Studies to bring back a progress report in six months from the Computer Information Systems (CIS) Department noting the progress on the recommendations identified in the program review.

CARRIED

4. ADJOURNMENT and NEXT MEETING

The meeting was adjourned at 3:00pm.