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
   3:20 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


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.
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**
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.
<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>COMMENT</th>
<th>NEXT STEP</th>
<th>NOV 2015</th>
<th>AUGUST 2016</th>
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<tbody>
<tr>
<td>P7 Recommendation 1:</td>
<td>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.</td>
<td>CIS 145 only course offered in web design; no specific instructional expertise in field; Discussed with BFA: problematic to continue</td>
<td>CIS department motion to discontinue Dec. 2, 2014</td>
<td>Discontinued</td>
</tr>
<tr>
<td>P7 Recommendation 2:</td>
<td>That the Department deletes the Professional Computer Proficiency Certificate.</td>
<td>9 credit certificate problematic</td>
<td>CIS department motion to discontinue Dec. 2, 2014</td>
<td>Discontinued</td>
</tr>
<tr>
<td>P8 Recommendation 6:</td>
<td>That the University and the Department re-consider the need for an extended minor in CIS.</td>
<td>Requested numbers from IRP 7/28; review and recommendation to department PR data page 7.</td>
<td>Ongoing: Need to submit IRP data to department with recommendation from Advising; status ongoing.</td>
<td>Not moving forward at this time. Focus is on major.</td>
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<td>P10 Recommendation 7:</td>
<td>That the Department combines the &quot;Systems Administration and Networking&quot; and &quot;Security&quot; concentrations into a single &quot;Systems and Security&quot; concentration.</td>
<td>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</td>
<td>Revisions discussed with program advisors Dec. 3/4 (?). Review with Dean and submit to FSCC. (Spreadsheet description attached)</td>
<td>Rescinded on October 30, 2015</td>
</tr>
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<td>P10 Recommendation 8:</td>
<td>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).</td>
<td>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.</td>
<td>Developed and approved in departmental retreat Dec. 2 with process for balance between S&amp;S and COMP concentrations.</td>
<td>Complete. Projected course offerings up to 2020 listed.</td>
</tr>
<tr>
<td>P10 Recommendation 9:</td>
<td>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.</td>
<td>Data request of IRP 7/16: Analysis of student access to courses in final year; discuss data when available with advisors.</td>
<td>Two management strategies implemented: 1. Seat limits on INTL enrolments and 2. F&amp;W semester offerings of all core courses.</td>
<td>Complete</td>
</tr>
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<td>P10 Recommendation 11:</td>
<td>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.</td>
<td>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;</td>
<td>Dean to forward as comment to HR.</td>
<td>HR Issue</td>
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## Program Review Recommendations: Status Report Update, August 2016

### Items Completed as of August 2016

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<tr>
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<tr>
<td><strong>P10</strong></td>
<td>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.</td>
<td>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). Complete</td>
</tr>
<tr>
<td><strong>P10</strong></td>
<td>Recommendation 15: That the Department introduces a course on virtualization technology, and that this course be core to the Systems and Security concentration.</td>
<td>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. Complete. Offered as upper year course.</td>
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<td><strong>P11</strong></td>
<td>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).</td>
<td>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.</td>
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<td><strong>P13</strong></td>
<td>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.</td>
<td>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.</td>
</tr>
<tr>
<td><strong>P13</strong></td>
<td>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.</td>
<td>Ongoing: COMP curriculum group Physics/Dean/FSCC Ongoing: BSc. CS proposal Complete.</td>
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<td><strong>P13</strong></td>
<td>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.</td>
<td>Refer to BSc CS program proposal committee: Ongoing Ongoing: BSc. CS proposal BSc Proposal Complete</td>
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<td><strong>P13</strong></td>
<td>Recommendation 22: That the Department investigates Refer to BSc CS program proposal committee: ongoing Ongoing: BSc. CS proposal ongoing Complete</td>
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<td>Recommendation</td>
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<td>P14 Recommendation 25</td>
<td>That the University pursue options to allow for the changing of credit hours with no loss of tuition revenue.</td>
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<td>P14 Recommendation 27</td>
<td>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.</td>
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<td>P15 Recommendation 29</td>
<td>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.</td>
<td></td>
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<td>P16 Recommendation 31</td>
<td>That the Department extends a standing invitation to co-op staff serving the CIS programs to attend regularly-scheduled Department meetings.</td>
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<td>P16 Recommendation 33</td>
<td>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.</td>
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<td>P16 Recommendation 34</td>
<td>That the University increases the number of co-op staff positions devoted to the Faculty of Science.</td>
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<td>P18 Recommendation 41</td>
<td>That the Department considers renaming CIS 380 to COMP 380.</td>
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<td>P18 Recommendation 42</td>
<td>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 Department.</td>
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<td>P18 Recommendation 43</td>
<td>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.</td>
<td>Complete</td>
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<tr>
<td>P21 Recommendation 47</td>
<td>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.</td>
<td>Ongoing: DH</td>
</tr>
<tr>
<td>P21 Recommendation 48</td>
<td>That the University supports academic units that develop policies such as those arising from Recommendation 47.</td>
<td>Dean</td>
</tr>
<tr>
<td>P21 Recommendation 49</td>
<td>That the University implements a policy where the overall “Section GPA” is reported for each course on the transcript of each student.</td>
<td>Dean</td>
</tr>
<tr>
<td>P21 Recommendation 50</td>
<td>That the Department ensures compliance with BCCAT instructor standards.</td>
<td>Complete</td>
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<tr>
<td>P23 Recommendation 53</td>
<td>That the Department designates a member of staff or faculty as webmaster and that this individual be given authority to edit the Department website.</td>
<td>Ongoing: Dean</td>
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<tr>
<td>P23 Recommendation 54</td>
<td>That the Department webmaster makes appropriate changes to the Department website, including but not limited to items listed in Appendix 2 of this document.</td>
<td>Ongoing: Dean</td>
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<td>P23 Recommendation 55</td>
<td>That the University supports the Department as it revises the CIS website to reflect the University’s information-</td>
<td>Ongoing: Dean</td>
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<td>P24 Recommendation 56</td>
<td>The University funds the refresh of Departmental instructional equipment with a goal of retiring all machines currently in use (June 2014) within four years.</td>
<td>Working on it now. Complete. Renovations and upgrades to computer hardware and lab completed in summer 2016.</td>
</tr>
<tr>
<td>P24 Recommendation 57</td>
<td>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.</td>
<td>Ongoing. Complete. Renovations and upgrades to computer hardware and lab completed in summer 2016. Now on refresh cycle.</td>
</tr>
<tr>
<td>P26 Recommendation 61</td>
<td>The department recognizes the need to actively mentor sessional faculty to achieve the object of this recommendation</td>
<td>Ongoing: DH/SA Complete. Added initiative with Chandigarh programming/mentors established.</td>
</tr>
<tr>
<td>P27 Recommendation 64</td>
<td>Considerable progress has been achieved in integrating the work of system administrator with academic planning and program development.</td>
<td>Ongoing: DH/SA Complete. No intentions of releasing this position.</td>
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<tr>
<td>P27 Recommendation 65</td>
<td>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.</td>
<td>In progress: DH/SA/Dean: final proposal document still in progress. Complete. Has been ongoing for several years and will remain ongoing.</td>
</tr>
<tr>
<td>P27 Recommendation 66</td>
<td>The above proposal will enable the documenter to assume this role in an exigent situation.</td>
<td>In progress: DH/SA as above. Complete. Contingency planning in place in the event of an emergency absence of the current position.</td>
</tr>
</tbody>
</table>
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)

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<tr>
<td>P28 Recommendation 69</td>
<td>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.</td>
<td>Complete</td>
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<td></td>
<td>There is an institutional policy and procedure in place that the department follows.</td>
<td>Complete</td>
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<tr>
<td>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).</td>
<td>DEPARTMENT RETREAT SESSION Consultation Aug 19 w Maureen Wideman: Further work underway. Colleen to research and report to department in October (postponed to 2015)</td>
<td>Ongoing: DH</td>
<td>Colleen working on this</td>
<td>Complete. Ongoing item at curriculum review meetings. Process of best practices shared and implemented.</td>
</tr>
<tr>
<td>P13 Recommendation 23: That the University and the Department review the credits assigned to each CIS course to ensure their appropriateness.</td>
<td>Departmental review with curriculum revisions Dec. 2; no change recommended: credits aligned with contact hours; further administrative review the purview of the Dean.</td>
<td>Dean to initiate if necessary</td>
<td>Started prior to review: ongoing</td>
<td>Complete. Ongoing as part of annual curriculum review process.</td>
</tr>
<tr>
<td>P13 Recommendation 24: That the University and the Department reconsider the method by which credits are assigned to CIS and COMP courses.</td>
<td>Departmental review with curriculum revisions Dec. 2; no change recommended: credits aligned with contact hours; further administrative review the purview of the Dean.</td>
<td>Dean to initiate if necessary</td>
<td>Started prior to review: ongoing</td>
<td>Complete. Ongoing as part of annual curriculum review process</td>
</tr>
<tr>
<td>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.</td>
<td>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.</td>
<td>Ongoing: Dean to review with course revisions</td>
<td>Ongoing</td>
<td>Complete. Ongoing as part of annual curriculum review process</td>
</tr>
<tr>
<td>P15 Recommendation 28: That the Department reviews its course outlines with the goal of increasing clarity and correctness.</td>
<td>Administrative: implementation with new course outlines and future course revisions underway.</td>
<td>Ongoing: Dean to review with course revisions</td>
<td>Ongoing</td>
<td>Complete. Ongoing review of course outlines upon review date assigned to ensure compliance with review recommendations and University policy/guidelines.</td>
</tr>
<tr>
<td>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.</td>
<td>Administrative: implementation with new course outlines and future course revisions</td>
<td>Ongoing</td>
<td>Ongoing</td>
<td>Complete. Ongoing review of course outlines upon review date assigned to ensure compliance with review recommendations and University policy/guidelines.</td>
</tr>
<tr>
<td>P16 Recommendation 32: That the Department continues to invite co-op staff serving the CIS programs to attend External Advisory Committee meetings.</td>
<td>Administrative: implementation in process; Dean to convene external advisory committee when ready</td>
<td>Ongoing</td>
<td>Ongoing</td>
<td>Complete. Next meeting in Fall 2016.</td>
</tr>
<tr>
<td>P16 Recommendation 35: That the Department adopts a curriculum-committee structure (for both ad hoc and standing committees)</td>
<td>Curriculum committee structure: COMP committee: include BSc CS members and others in &quot;programmers group&quot;;</td>
<td>In progress with restructuring: Dean</td>
<td>In progress</td>
<td>Complete. Next meeting Fall 2016.</td>
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**Program Review Recommendations: Status Report Update, August 2016**

Items completed as of August 2016 but ongoing in nature.

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<tr>
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<tr>
<td>P17 Recommendation 36</td>
<td>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.</td>
<td>Ongoing Complete. Ongoing review as per enrolment management and new UFV processes.</td>
</tr>
<tr>
<td>P17 Recommendation 37</td>
<td>The matter is recognized as a key reputational issue: Administrative business in place with international student seat reserves (to protect domestic spaces) and &quot;high demand&quot; course adds now in place where enrolment dictates. Sections of all core courses offered Fall and Winter terms.</td>
<td>Ongoing Complete. Education Plan priority. New enrolment management/projection making processes in place and ongoing.</td>
</tr>
<tr>
<td>P17 Recommendation 38</td>
<td>As above: benchmark goal does not apply differentially to domestic and international students.</td>
<td>Ongoing, as above.</td>
</tr>
<tr>
<td>P18 Recommendation 39</td>
<td>Ongoing; several changes have already been made; ongoing work of curriculum groups.</td>
<td>Ongoing: DH Complete. Ongoing as part of annual curriculum review process.</td>
</tr>
<tr>
<td>P18 Recommendation 40</td>
<td>Administrative, work in progress; Business process managed by DA. (spreadsheet course outline management linked to course plan)</td>
<td>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.</td>
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<tr>
<td><strong>P19</strong> Recommendation 44</td>
<td>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.</td>
<td>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</td>
</tr>
<tr>
<td><strong>P19</strong> Recommendation 45</td>
<td>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.</td>
<td>Business process implementation with course management plan (spreadsheet noted above); also requires coordination with external advisory group. DA/DH/Dean. ONGOING DH</td>
</tr>
<tr>
<td><strong>P19</strong> Recommendation 46</td>
<td>That the Department review language used in the course descriptions on the basis of outcomes from the previous two recommendations.</td>
<td>As above, ongoing ONGOING DH</td>
</tr>
<tr>
<td><strong>P22</strong> Recommendation 51</td>
<td>That the Department prepares a yearly plan for its K-12 and First Nations outreach activities.</td>
<td>BF as Retreat topic: needs advocate Complete as per above.</td>
</tr>
<tr>
<td><strong>P22</strong> Recommendation 52</td>
<td>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.</td>
<td>BF as Retreat topic: needs advocate Complete as per the Faculty of Professional Studies Indigenization Committee of Faculty Council.</td>
</tr>
<tr>
<td><strong>P24</strong> Recommendation 58</td>
<td>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.</td>
<td>Review TOR for External Advisory Group Ongoing: DH/Dean ongoing</td>
</tr>
<tr>
<td><strong>P25</strong> Recommendation 59</td>
<td>That the University posts hiring notices for two regular-faculty positions (i.e., the two frozen positions) in the</td>
<td>Recommendation noted; implementation subject to dedicated FTE funding; outside scope of departmental action; Dean/VP Academic Ongoing Complete. New hire to start Fall 2016 and second posting to go out Fall 2016 for Fall 2017 start.</td>
</tr>
</tbody>
</table>
Items completed as of August 2016 but ongoing in nature.

| Recommendation | 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. |
| 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. |
| 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. |
| 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. |
| 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. |
| 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. |
Items completed as of August 2016 but ongoing in nature.

<p>| 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. |</p>
<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>COMMENT</th>
<th>NEXT STEP</th>
<th>NOV 2015</th>
<th>AUGUST 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>P8 Recommendation 3: That the Department adds a team project to the diploma (for groups of two to three students).</td>
<td>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</td>
<td>Rejected idea of specific course requirement; instead add group work component to required courses; status ongoing</td>
<td>Agreed</td>
<td>Implementation in 2017</td>
</tr>
<tr>
<td>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.</td>
<td>CISSA have room now. Advice from T&amp;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.</td>
<td></td>
<td></td>
<td>Implementation in 2017: specific courses to be identified Fall 2016</td>
</tr>
<tr>
<td>P8 Recommendation 5: That the Department removes references to non-networked computers in its diploma description.</td>
<td>Communications materials update; discuss with Nicole Klassen/ Karen Cooper; incorporate recommendation into calendar revisions.</td>
<td>Batch this recommendation with overhaul of curriculum. Status ongoing.</td>
<td></td>
<td>Being brought to Faculty Council as per calendar copy Fall 2016</td>
</tr>
<tr>
<td>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.</td>
<td>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</td>
<td>This strategic direction confronts a deep seated belief structure in the department and requires slow and methodical work course by course. Ongoing.</td>
<td></td>
<td>Ongoing: DH In-progress with implementation expected 2017. First need to resolve excess courses offered.</td>
</tr>
<tr>
<td>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.</td>
<td>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)</td>
<td>Ongoing: DH</td>
<td>In-progress with implementation expected 2017. First need to resolve excess courses offered.</td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td>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)</td>
<td>Ongoing: DH</td>
<td>In-progress with implementation expected 2017. First need to resolve excess courses offered.</td>
<td></td>
</tr>
<tr>
<td>P11 Recommendation 18: That the University and the Department standardize on degree nomenclature by referring to the “BCIS degree”</td>
<td>Part of comprehensive review of print and online materials related to CIS; Advising, Nicole, Louise, Marcom; program changes and discontinuances can now be incorporated.</td>
<td>Ongoing: DH</td>
<td>Being brought to Faculty Council as per calendar copy Fall 2016</td>
<td></td>
</tr>
</tbody>
</table>
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 calender 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

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

Revised terms of reference and membership approved at 2016 06 10 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

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-
“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-
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,

Andrew Wilkinson
Minister

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

Degree Quality Assessment Board
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,

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


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

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.