



UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

October 2, 2020
10:00 AM - A225
Abbotsford Campus

APPROVED MINUTES

PRESENT: Adrianna Bakos, Sue Brigden, Vlad Dvoracek, Kelly Guiaya, Shirley Hardman, Claire Hay, Jonathan Hughes, Bobby Jaswal, Amber Johnston, David Johnston, Gilmour Jope, Bruce Kirkley, Rashad Mammadov, David McGuire, Elaine Newman, Linda Pardy, Samantha Pattridge, Teresa Arroliga-Piper, Shelley Stefan, Sven Van de Wetering, and Martin Warkentin
ABSENT: Donna Alary, Peter Geller, Neeraj Kumar, Kirsten Robertson, and Tripat Sandhu
GUESTS: Tetsuomi Anzai, Marlene Murray, Sarah Graham, Stephen Piper, Norm Taylor
RECORDER: Amanda Grimson

1. APPROVAL OF THE AGENDA

2. UEC BUSINESS

2.1. Election of UEC Chair for 2020/21

Vice-Chair David Johnston took over the Chair for this item. Samantha Pattridge was nominated and seconded. There were no other nominations.

MOTION:

To appoint Samantha Pattridge as UEC Chair for 2020/21.

CARRIED; ABSTENTION: 1

3. APPROVAL OF UEC MINUTES

3.1. UEC draft minutes: April 24, 2020

MOTION:

To approve the draft minutes as presented.

CARRIED; ABSTENTION: 1

4. COURSE OUTLINES

4.1. Communications

New course: CMNS 126, Communication Visually in Organizations

Review with changes including prerequisites: CMNS 175

Review with changes: CMNS 180

Review with changes including title, prerequisites, and total hours: CMNS 301/JRNL 301

S. Hardman (Senior Advisor on Indigenous Affairs) noted that responses to the memo question regarding indigenization are insufficient for many of the courses on this agenda. This is something that UEC should address institution-wide this

year. Part of the issue may be that the memo question needs to be revised, as it asks about thought process ("what consideration has been given to indigenization") rather than action.

It would be helpful to have a common statement that can be sent to all departments advising them to consult with the Indigenous Affairs Office. S. Hardman will work with the UEC Chair, Vice-Chair, and Assistant to develop this statement.

MOTION:

To approve the CMNS course outlines as presented.
CARRIED

4.2. Creative Arts

Review with changes including prerequisites: THEA 306/MUSC 306
Review with changes including pre/corequisites: VA 404

MOTION:

To approve the THEA 306/MUSC 306 course outline as presented.
CARRIED

MOTION:

To approve the VA 404 course outline as presented.
CARRIED

4.3. English for Academic Preparation

New course: EAP 079, Integrated Academic Studies
New course: EAP 086, Academic Interactive Communications: University Bridge Level

MOTION:

To approve the new EAP 079 and 086 course outlines as presented.
CARRIED

4.4. Global Development Studies

New course: GDS 299, Special Topics in Development Studies I
New course: GDS 399, Special Topics in Development Studies II

MOTION:

To approve the new GDS 299 and 399 course outlines as amended:

- A note will be added to the calendar description that field trips may be required.

CARRIED

4.5. Library and Information Technology

Discontinuation: LIBT 161, 265

MOTION:

To discontinue LIBT 161 and 265 as presented.
CARRIED

4.6. Mathematics and Statistics

Changes including equivalent courses: STAT 104

Review with changes including equivalent courses: STAT 106

MOTION:

To approve the STAT course outlines as presented.

CARRIED

4.7. Media Arts

New course: MEDA 395, Special Topics in Media Arts

New course: MEDA 490, Directed Studies in Media Arts

MOTION:

To approve the new MEDA 395 and 490 course outlines as presented.

CARRIED

4.8. Physics

Review with changes: ENGR 113

Review with changes including prerequisites and pre/corequisites: PHYS 111

Review with changes including total hours: PHYS 221

Review with changes including total hours: PHYS 225

Review with changes including prerequisites and total hours: PHYS 382

Review with changes including total hours: PHYS 408

Review with changes including total hours and course number (formerly PHYS 383): PHYS 482 483

It was noted that the course content section for ENGR 113 includes an unusual level of detail. N. Taylor (Physics department head) will discuss this with the instructor and bring any revisions to the UEC Screening Subcommittee.

MOTION:

To approved the ENGR 113 course outline pending revisions of the course content section, to be brought to the UEC Screening Subcommittee for final approval.

CARRIED

MOTION:

To approved the PHYS 111 course outline as presented.

CARRIED

MOTION:

To approve the PHYS 221 course outline as presented.

CARRIED

MOTION:

To approve the PHYS 225 course outline as presented.

CARRIED

MOTION:

To approve the PHYS 382 course outline as amended:

- Learning outcome #5: "Do" will be changed to "Complete".

CARRIED

MOTION:

To approve the PHYS 408 course outline as amended:

- Maximum enrolment will be changed from 24 to 6, pending Dean's approval.
- Learning outcome #1 will be deleted.
- Learning outcome #4 will be deleted, and a note will be added to the calendar description advising that independent study will be required.

CARRIED

MOTION:

To approve the PHYS 482/483 course outline as amended:

- Learning outcome #5: "Do" will be changed to "Complete".

CARRIED

5. OTHER BUSINESS/DISCUSSION ITEMS

5.1. Quality Assurance Process Audit institution report draft review

UEC members were asked to review the draft report and send any feedback to pdqa@ufv.ca.

5.2. Membership on UEC Subcommittees

The Terms of Reference for all UEC subcommittees should be reviewed this year.

Admissions Subcommittee:

This subcommittee is effectively dormant.

Transfer Credit Subcommittee:

- Registrar or designate: David Johnston
- Two UEC members: Peter Geller, Sue Brigden
- At least two additional faculty (as diverse a representation as possible): Teresa Piper, Samantha Pattridge
- One advisor: vacant

The advisor who has been serving on this subcommittee is on leave, but another advisor has expressed interest.

Policy Subcommittee membership:

- One UEC Chair: Samantha Pattridge
- Registrar (or designate): David Johnston
- One UEC Faculty members (two-year term): Teresa Piper
- One UEC Advisor: Bobby Jaswal
- One IR representative: Donna Alary
- One Dean: John English
- Two UEC at large members (two-year term): Bruce Kirkley, vacant

There is one vacancy on this subcommittee for any UEC member.

Screening Subcommittee:

- One UEC Chair: Samantha Pattridge
- Registrar (or designate): David Johnston
- UEC Assistant: Amanda Grimson
- UEC Faculty member (two-year term): Rashad Mammadov
- UEC Advisor (two-year term): Bobby Jaswal
- CFO/SBC representative: Mark Brosinski

This subcommittee is complete.

5.3. APPC report

Registrar D. Johnston provided a brief update on APPC.

5.4. Senate report

Senate has approved the mode of instruction for Winter 2021, which will be primarily remote with some face-to-face classes.

5.5. Committee goals for 2020/21

Topics for UEC to examine this year include:

- How indigenization is addressed in course memos and course outlines
- Standardization of prerequisites, including minimum standards
- Inclusion of iterative skills-based activities on course outlines

6. INFORMATION ITEMS

6.1. Minor course changes (outlines will be available at www.ufv.ca/calendar/courseoutlines)

MATH 092, 093
PHYS 352

6.2. Program suspension

Suspension: Hospitality Event Planning certificate

6.3. UEC Terms of Reference

6.4. UEC meeting dates for 2020/21

6.5. UEC membership for 2020/21

6.6. Other UEC documents and resources

- [Program and Course Approval Procedures](#)
- [Guiding Principles for Quality Curriculum](#)
- [UEC Resources](#)
- [Procedures and Guidelines for Senate Standing Committees](#)

7. ADJOURNMENT