



## UNDERGRADUATE EDUCATION COMMITTEE (UEC) MEETING

October 27, 2023  
10:00 AM - A225  
Abbotsford Campus

### APPROVED MINUTES

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**PRESENT:** Donna Alary, Michael Batu, Chris Campbell, Claire Carolan, Rhonda Colwell, Vlad Dvoracek, Samantha Hannah, Claire Hay, Carl Janzen, Amber Johnston, David Johnston, Selena Karli, Dana Landry, and Linda Pardy  
**ABSENT:** Ian Affleck, Shirley Hardman, Olivia Jackson, Bobby Jaswal, William Maher, Kate McCulloch, David McGuire, Lisa McMartin, Gurjot Singh, Shel Stefan, and Kevin Wainwright  
**GUESTS:** Hannah Celinski, Andrea Hughes, Lin Long, Heather McAlpine, Marlene Murray, Elaine Newman, Candace Stewart-Smith, Donna Tafreshi, Liana Thompson  
**RECORDER:** Amanda Grimson

#### 1. APPROVAL OF THE AGENDA

#### 2. APPROVAL OF UEC MINUTES

2.1. UEC draft minutes: September 29, 2023

**MOTION:**

To approve the draft minutes as presented.  
CARRIED

#### 3. COURSES AND PROGRAMS

##### 3.1. Adult Education

Review with changes: ADED 215

Review with changes including prerequisites: ADED 340, 407, 420

**MOTION:**

To approve the ADED course outlines as presented.  
CARRIED

##### 3.2. English

Review with changes: ENGL 200, 309, 325, 491, 492

Review with changes including title: ENGL 240, 340, 354, 356

Review with changes including change to special topics: ENGL 323

English proposed changing ENGL 323 to a special topics course, but there were some concerns with the rationale. As this change was made after CACC approval, it should go back to the Dean and/or CACC for further consultation.

**MOTION:**

To approve the ENGL course outlines as amended, except for ENGL 323:

- ENGL 240 calendar description: "Canadian literature in English" changed to "literatures in Canada in English"
- ENGL 491: "advisor" changed to "faculty supervisor"

CARRIED

### 3.3. Philosophy

Discontinuation: RLST 201, 202, 320, 330, 340, 380

**MOTION:**

To approve the discontinuation of RLST 201, 202, 320, 330, 340, 380 as presented.

CARRIED

### 3.4. Psychology

Review with changes including title and prerequisites: PSYC 301

**MOTION:**

To approve the PSYC 301 course outline as presented.

CARRIED

### 3.5. Engineering

Name change and new credential: Engineering Common Core certificate (formerly Engineering Transfer program)

As noted in the proposal memo, it is acknowledged that this is outside the current definition of "certificate" in the Credentials policy (64).

It was clarified that if a student completes this certificate and continues at UFV, there will not be a limit on the number of credits they can apply to the Associate of Science or another diploma or degree. This is indicated in the Laddering Options section of the proposal and should be made clear to students.

**MOTION:**

To recommend creation of the Engineering Common Core certificate as presented.

CARRIED

### 3.6. Communication

New program: Digital Communication and Promotion post-baccalaureate diploma

Chair was passed to the Vice Chair for this item.

**MOTION:**

To recommend approval of the Digital Communication and Promotion post-baccalaureate diploma as presented.

CARRIED

### 3.7. Arts and Integrated Studies

Changes including title, prerequisites, and course code: AIS 111 (formerly CSM 104)

Changes including title, prerequisites, and course code: AIS 280 (formerly ARTS 280)

Changes including title, prerequisites, and course code: AIS 380 (formerly ARTS 380)

Changes including title, credits, prerequisites, total hours, and course code: AIS 480 (formerly ARTS 480)

Changes including title, antirequisite courses, and course code: AIS 299 (formerly ARTS 299)

Changes including title, prerequisites, and course code: AIS 398 (formerly PORT 398)

Changes including title and course code: AIS 399 (formerly PORT 399)

Changes including title, credits, prerequisites, and course code: AIS 401 (formerly ARTS 401)

A revised AIS 111 course outline was made available prior to the meeting, which included the following changes:

- Prerequisites changed from “fewer than 18 credits” to “none”
- Reference to Canada’s nine Skills for Success removed from calendar description, learning outcomes, and course content

It was noted that AIS 280 includes 61 total hours; this is unusual but intentional.

**MOTION:**

To approve the creation of the course code AIS (Arts and Integrated Studies).  
CARRIED

**MOTION:**

To approve the AIS course outlines as amended:

- AIS 398 evaluation: remove "holistic assessment"

CARRIED

Bachelor of Arts: Changes to program requirements

Bachelor of Integrated Studies: Changes to program requirements

**MOTION:**

To approve the changes to the Bachelor of Arts and Bachelor of Integrated Studies as presented, effective September 2024.

CARRIED

#### **4. OTHER BUSINESS/DISCUSSION ITEMS**

##### **4.1. Centre for Experiential and Career Education (CECE)**

Liana Thompson (Executive Director, Student Academic Affairs) and Candace Stewart-Smith (Director, CECE) presented information about Work Integrated Learning (WIL), which includes:

- Apprenticeship
- Co-operative Education
- Internships
- Entrepreneurship
- Service learning
- Applied research projects
- Mandatory professional practicum/clinical placement
- Field placement

- Work experience

Academic units are encouraged to become familiar with the different forms of WIL, connect with CECE as they design programming that includes WIL, and communicate WIL activities to CECE for reporting purposes.

#### **4.2. Subcommittee membership**

##### **UEC Policy Subcommittee**

Current membership for 2023/24:

- UEC Chair: Samantha Hannah
- Registrar (or designate): David Johnston
- University Secretary: Al Wiseman
- Two UEC Faculty members: Michael Batu, Carl Janzen (first year of two year terms)
- UEC Advisor: Rhonda Colwell
- IR representative: Donna Alary
- PDQA representative: Claire Carolan
- Dean: Sylvie Murray
- UEC at large member: ***vacant***

*Note: Lisa McMartin subsequently volunteered to fill the remaining vacancy.*

##### **UEC Admissions Subcommittee membership for 2023/24**

Carl Janzen volunteered for the remaining vacancy on this subcommittee.

Current membership for 2023/24:

- Associate Registrar, Admissions and Recruitment: Sarah Graham
- University Registrar or designate: David Johnston
- Two UEC members from the faculty complement: Amber Johnston, Carl Janzen
- International Education representative: Daryl Smith
- One Associate Dean: Ian Affleck
- Two additional members, including at least one Academic or Program Advisor: Claire Hay, Vanessa Krahn
- Manager of Admissions (non-voting): Daniel Goertz

#### **4.3. APPC report**

The Journalism minor was approved and has been sent to DQAB for 30-day review, and there was an update on the revisions to the Institutional Learning Outcomes (ILOs).

#### **4.4. Senate report**

Senate approved UEC's revised Terms of Reference, changes to the Dental Office Receptionist program, and a schedule for graduand approvals.

#### **4.5. Senate Teaching and Learning Committee report**

Dana Landry will remain as Chair, with Vanessa Radzinski remaining as Vice Chair. STLC will meet next in December.

**5. INFORMATION ITEMS**

**5.1. UEC Pre-Check Subcommittee rubric**

**5.2. UEC Liaisons**

Senate has approved the proposed revisions to UEC's Terms of Reference, which include UEC Liaison positions from Faculty Council Curriculum Committees that are not otherwise represented. These roles have not yet been filled.

**5.3. UEC membership, 2023/24**

**6. ADJOURNMENT**