Minutes of the Meeting
Undergraduate Program Committee
Wednesday May 12, 2010
10 a.m. to 12 noon
Sankey Chambers

Present: B. Wright (Vice-Chair), C. Lidstone (Administrative Co-ordinator), J. Bervoets M. Connolly, B. Davis, E.DiFruscio, T. Dunk, G. Gallagher, H.Gayler, M. Kropf, L. Kwong, A. Silis and J. Sivell

Regrets: J. Mandigo (Chair), S. Abbey, P. Beard, J. Dreifelds, C. Federici (BUFA Representative), M. Lux, K. Meade and B. Sainty

Guest: R. Battye

John Bervoets represented Daud Grewal (Student Senator) at the meeting and members introduced themselves.

Added to the Agenda under Other Business:
11.1) Addition of DART 3V90 to the course bank
11.2) Addition of INTC 1P20 and 2F05 to the course bank
11.3) Addition of Prerequisites to SOCI 3P61, 3P63, 3P64 and 3P84; revision of the prerequisites for SOCI 3P68 and 3P82
11.4) Revision of the cumulative overall average from 75% to 70% for Concurrent students

1) Minutes of the April 28, 2010 meeting

MOVED (Finn/Gayler) to approve the Minutes of the April 28, 2010 meeting.
CARRIED

2) Business arising from the Minutes of the April 28, 2010 meeting

***BECE Proposal*:** Proof of consultation with ABST, CHYS (via e-mail) and signed approval by the Dean was received.

3) Budget Updates

Three of the points forwarded by UPC were used in the BAC's report to Senate.

4) CHEM 1F92 and 1P90 Tutorial changes

-*CHEM 1F92*: Tutorial was changed from 1 hour to 1.5 hours.
Commas were removed after "shapes" "molecules" "equilibrium".
Deleted "Labs emphasize……..techniques".

-*CHEM 1P90*: Six 1.5 hour tutorials were added.
Changed format to read "Lectures 3 hours per week, Tutorial and problem solving, six 1.5 hour sessions.
Members discussed CHEM 1P90 being open to other majors.

NOTED:
E. DiFruscio will: Contact the department regarding the Restriction for CHEM 1P90 (open to CAST majors) and suggest the addition of "or Permission of the instructor"
B. Wright will: Contact the Chair of the department regarding the clarification of the contact hours; communicate items for future discussion (as noted below)

FOR FUTURE UPC discussion:
*****CHEM 1F92 and 1P90 having the same titles but different descriptions.
*****If CHEM 1P90 OPEN to other majors, then title cannot be the same as CHEM 1F92.

MOVED (Gayler/Finn) to approve the change in contact hours for CHEM 1F92 and CHEM 1P90 (pending clarification) and as amended, 2010-2011.

CARRIED

5) OEVI changes

-Year 1 Honours Program bullet 5: Revised to read "PHYS 1P23 or 1P93, APCO 1P00, 1P01, 1P50".

-Year 4 Honours Program bullet 5: Revised to read "one credit from OEVI ……."

Further clarification required for:

A) Removal of CHEM 3P41 in 2011
B) Change in requirements in the winter/spring/summer sessions

- *B. Wright will contact the department Chair.*
- *Members will ratify items A and B via e-mail.*

MOVED (Gayler/Finn) to approve the addition of APCO 1P00, 1P01 OR 1P50 as additional choices for Year 1 of the Honours Program (Co-op only); removal of Phys 1P23/1P93 as a prerequisite for OEVI 3P21; revision of officers of instruction, 2010-2011.

CARRIED

The Chair of the Biological Sciences department responded to B. Wright via e-mail regarding the clarification of items A and B.

MOVED (Gayler/Finn) to approve the DELETION of CHEM 3P41 and the change of requirements in the Honours Program (Co-op only) Year 4, Winter/Spring/Summer Sessions 2010-2011. **CARRIED**

Motion was ratified via e-mail.

6) PSYC 3P46 – addition to the course bank

Course description, line 2: Deleted "both".

MOVED (Gayler/Finn) to approve the addition of PSYC 3P46 to the course bank, as amended, 2010-2011. **CARRIED**

7) CHYS changes

* Revised General Information (paragraphs 5 and 6) to read "80" percent.
* Added NOTE to CHYS 3V93
* Revised the prerequisite for CHYS 4V10

E. DiFruscio will provide the standard wording for the Note section of CHYS 3V93.

MOVED (Gayler/Finn) to approve the revision of paragraphs 5 and 6 (General Information CHYS program) to read 80 percent; addition of NOTE to CHYS 3V93, as amended; addition of PSYC 4P79 to the list of prerequisites for CHYS 4V10, 2010-2011. **CARRIED**

8) Computing and Network Communications changes

- Corrected the spelling of the Co-ordinator's name. B. Wright will follow up with J. Radue.

- Changed the numbering and/or course titles of the Sheridan College courses.

MOVED (Gayler/Finn) to approve the changes in Titles/numbering of the courses in the Computing and Communications Network Honours Program taken at Sheridan College (Spring/Summer sessions; Year 4 Fall Term; Year 5 Fall Term), 2010-2011.

CARRIED

9) Computer Science changes

- Revised the title of the Course Coordinator.
- Corrected the numbering of a note in the Honours Program.

MOVED (Gayler/Finn) to approve the revision of the Course Coordinator's title to Senior Laboratory Coordinator/Demonstrator/Mentor; correction of Program notes in the Honours Program Year 4 bullet 3, from ~~9~~ to 8, 2010-2011.

CARRIED

10) Institutional Quality Assurance Processes – G. Finn

IQAP DRAFT Version 3.5 was distributed to members.
G. Finn gave a brief overview of IQAP.

The responsibility for reviewing new programs shifted to the Academic Review Committee (ARC). UPC will still be responsible for the course content, calendar entry and curriculum changes that would result from new programs.

G. Finn invited UPC members to forward additional comments about IQAP before May 18.

G. Finn departed the meeting.

11) Other Business

11.1) Addition of DART 3V90 to the course bank

* Added 2010-2011 to the course.
* Deleted "Intensive course in" from the course description.

MOVED (Gayler/Finn) to approve the addition of DART 3V90 to the course bank as amended, 2010-2011.

CARRIED

11.2) Addition of INTC 1P20 and 2F05 to the course bank

INTC 1P20: Deleted ";" after differences.
Deleted "Themes" and replaced with "Topics".
Deleted "," after resolution

MOVED (Gayler/Finn) to approve the addition of INTC 1P20 as amended to the course bank; addition of INTC 2F05 to the course bank, 2010-2011.

CARRIED

11.3) Addition of Prerequisites to SOCI 3P61, 3P63, 3P64 and 3P84; revision of the prerequisites for SOCI 3P68 and 3P82

* Soci 1F90 was added as a prerequisite for SOCI 3P61, 3P63, 3P64 and 3P84.
* Deleted SOCI 2P61 and added SOCI 1F90 as the prerequisite for SOCI 3P68.
* SOCI 1F90 was added to *SOCI 3P82 as a prerequisite.

MOVED (Gayler/Finn) to approve the pre-requisite changes to SOCI 3P61, 3P63, 3P64, 3P68, 3P84 and *SOCI 3P82, 2010-2011.

CARRIED

11.4) Revision of the cumulative overall average from 75% to 70% for Concurrent students

The change to the overall average was:

1) In response to the change in requirements for the BEd Program
2) To align with other Concurrent programs in Ontario
3) To improve retention rate and decrease stress levels

MOVED (Gayler/Finn) to approve the change in the cumulative overall average from 75% to 70% for all Concurrent Education Programs, 2010-2011.

CARRIED

12) Adjournment – Meeting adjourned at 11:20 a.m.