Minutes of the Meeting
Undergraduate Program Committee
Wednesday October 20, 2010
3:00 to 5:00 p.m.
MC C407

Present: M. Connolly (Chair), B. Wright (Vice-Chair), D. Bielicki (BUFA Representative), C. Lidstone (Administrative Co-ordinator), J. Corman, B. Davis, E. DiFruscio, G. Finn, G. Gallagher, D. Grewal, D. Kneale, S. Nicholls, P. Mackintosh, K. Meade, A. Silis, J. Sivell, M.L. Vanderlee and A. Whitwell

Regrets: P. Kitchen and J. Mandigo

Guests: M. Chande and C. Daigle

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1) Minutes of the October 6, 2010 meeting

MOVED (Corman/Vanderlee) to approve the Minutes of the October 6, 2010 meeting.

Two editorial changes were made (attendance section and other business)

CARRIED

2) Business arising from the Minutes of the October 6, 2010 meeting

- M.L. Vanderlee was added to the Math/Science sub-committee.
- Members discussed the role of the facilitator for the ADED courses approved at the last meeting. It was assumed that the facilitator is the faculty member. *M. Connolly will contact the Director for more information.*

3) Discussion: Interdisciplinary programs

C. Daigle communicated that the sub-committee for Interdisciplinary Issues is overseeing a paper on interdisciplinary challenges at the Graduate level.

Interdisciplinary issues at the undergraduate level need to be addressed before the paper is presented to the V.P. Academic.

J. Corman and J. Sivell volunteered to represent the UPC at the ad hoc committee. They will assist with issues that are specific to undergraduate programs and will also report back to UPC.

A meeting will be scheduled in the next 2-3 weeks.

Agenda item #5 was reviewed before #4.

5) Presentation: On-line submissions

G. Gallagher and M. Chande provided members with an overview of the on-line submission process.

In the future, agenda, minutes and submissions will be forwarded to most UPC members electronically. A few will receive printed copies.

4) New Wording – 8 100 level courses

DISCUSSION

To address the issue brought to UPC by D. Hughes, new wording will be added to the faculty handbook as follows:

MOVED (Sivell/Wright) to approve the addition to FHB III 6.4 **(D) In some circumstances, in order to meet university degree and program requirements, more than 15 or 20 credits may be taken.** **CARRIED**

G.Finn departed the meeting.

6) Discussion: Strategic Plan

Members discussed the following sections:
VI Strategic Directions
VII Brock 2014
VIII Faculty and Unit Plans

In terms of UPC's approach to the Strategic plan:

- J. Corman and M. Connolly will formulate additional wording in support of the Strategic Directions (Section V1 bullet #2) and review at the next UPC meeting.

- The chair of UPC could assist the writing team with the Strategic Plan.

- Members were encouraged to bring ideas about what makes each department different and translate that into UPC and also to think of a vision to unite both graduate and undergraduate programs.

7) Other Business

For future discussions:
*Earlier submissions (July 31st) and the implications for the committee
*Review of 2 year calendar instead of 1
*E-learning representative for the UPC: Online implication for admissions (Canadian, non-Canadian and full international access)

8) Adjournment

Meeting adjourned at 4:50 p.m.