

**Minutes of the Meeting
Undergraduate Student Affairs Committee
Wednesday November 17, 2010
10:00 a.m. to 11:30 a.m.
MC C400**

Present: Nancy Francis (Chair), J. Lye (Vice-Chair), C. Tardif-Williams (BUFA Representative), C. Lidstone (Administrative Co-ordinator), R. Cheel, B. Davis, G. Finn, H. MacKenzie, J. MacLean, J. Mandigo, I. Makus, J. Radue, L. Rose-Krasnor and S. Sydor

Regrets: C. Bradish, D. Grewal, K. Meade and C. White

Guests: Lynn Thompson Dovi and Amy Elder

1) Minutes of the October 27, 2010 meeting

Pg. 3: Other Business - changed "receivers" to "Clickers"
Pg. 1: Listed B. Davis under Regrets.

MOVED (Radue/Cheel) to approve the Minutes of the October 27, 2010 meeting as amended. **CARRIED**

Agenda item #3 was reviewed before #2.

3) Addition to FHB III, Academic Regulations: 2.2.3 (d)

L. Thompson Dovi provided an overview of the changes and answered questions from members.

MOVED (Cheel/Radue) to approve the addition of an admission policy that recognizes the Cambridge Pre-U curriculum as preparation for entry to undergraduate study and for the purpose of granting advanced standing, to FHB III Academic Regulations 2.3.3 Equivalent Certificates (d).

CARRIED

When the predictive grades are received, the Admissions department will send the syllabus to the Associate Deans for review/input and to distribute to the departments.

2) Business arising from the Minutes of the October 27, 2010 meeting

J. MacLean informed the committee that the issue of the Clickers will be on the Agenda of the Infrastructure committee next week.

4) Strategic Plan: Responses and discussion

The USAC did not get the opportunity to discuss the plan and offer feedback sooner. The current status is that the plan has undergone various changes and the September version is outdated. The new Integrated Plan will be reviewed at a special meeting of Senate on November 24.

M. Knuttila provided an overview and answered questions from members.

The Chair of the USAC requested that members e-mail their suggestions and concerns.

R. Cheel departed the meeting.

5) E-portfolio

A. Elder circulated a sample package of the programs and resources available at Career Services, provided an overview and answered questions from members.

DISCUSSION

Currently, there are a number of PLUS programs (Experience, Med, Volunteers, InfoSkills etc.), on-line resources and also the transcript program outlining extra curricular activities of students.

From the Service Learning Committee, e-portfolio emerged out of different initiatives. It is in the preliminary stages, is an expensive process and would

require a lot of integration as it is not a traditional based career counseling service. Institutionally, support is required to implement e-portfolio. It is different from career portfolios and the work involved would be to determine how to apply what is learned in the classroom to careers.

L. Rose-Krasnor departed the meeting.

Members would like to see e-portfolio developed further and suggested that A. Elder attend departmental meetings to create awareness.

The USAC will have further discussion.

6) Other Business - None.

7) Adjournment

Meeting adjourned at 11:30 a.m.