

**Minutes of the Meeting
Undergraduate Program Committee
Wednesday October 19th, 2011
2:00 to 4:00 p.m.
Sankey Chamber**

Present: M. Connolly (Chair), D. Bielicki (BUSU Representative), B. Davis, E. DiFruscio, T. Dunk, G. Finn, J. Kitchen, P. Kitchen, J. Mandigo, K. Meade, A. Whitwell and D. Zinni

Regrets: A. Silis (Vice-Chair), G. Gallagher, P. MacKintosh, S. Nicholls and Y. Nouri

Nomenclature was added to the agenda.

MOVED (Mandigo/Connolly) to approve the October 19th agenda.

CARRIED

1) Minutes of the September 7, 2011 meeting

MOVED (Kitchen/Zinni) to approve the Minutes of the September 7, 2011 meeting.

CARRIED

2) Business arising from the Minutes of the September 7, 2011 meeting

DART 3V95 was approved via e-mail.

MOVED (Zinni/Nicholls) to approve the addition of DART 3V95, 2011-2012 to the course bank.

CARRIED

3) Reviewers' Report - Department of Philosophy

Members discussed the following:

*Trend towards non-majors

*Lack of resources

*Assigning first-year courses to part time or contract teachers

*Departmental review of the NSSE report for feedback

M. Connolly will provide feedback to the Academic Review committee.

4) Discussion: e-learning initiative and its relationship to UPC submissions; online courses in general; some concerns about sections missing from this year's calendar

*The PMPC program will be reflected in the 2012/2013 undergraduate calendar.

*M. Connolly reported that a post baccalaureate certificate program will be coming to UPC in the future for approval. Members discussed the name, delivery (onsite, online or blended), number of credits (5) and course numbering (6alpha00).

5) Nomenclature

M. Connolly will contact the Secretariat's office for historical information on "nomenclature".

A sub-committee consisting of Greg Finn, James Mandigo, Maureen Connolly and Evelyn DiFruscio will meet to clarify the definition of "school".

6) Other Business

Calendar reorganization

The sub-committee responsible for review of the re-organization of the calendar met in June and discussed the following:

- *A separate section for Articulation/Collaborative agreements
- *Different ways to use links to obtain information with fewer clicks
- *Drop down menus
- *Use of smart start students for testing

Changes to sub-committees for calendar revisions

M. Connolly will move to Math/Science; J. Kitchen will join Education.

7) Adjournment

Meeting adjourned at 3:30 p.m.