**Minutes of the Meeting**
**Undergraduate Program Committee**
**Friday April 11th, 2008**
**9:00 a.m. to 12:00 noon**
**Boardroom**

**Present:** H. Gayler (Chair), C. Colella (BUFA Representative), C.Lidstone (Administrative Co-ordinator), S. Abbey, P. Beard, B. Davis, E. DiFruscio, M. Connolly and G. Finn

**Regrets:** A. Jansen (Vice-Chair), T. Brooks, R. Hale, J. Heap, J. Lightstone, K. Meade and B. Sainty

**Absent:** R. Lanteigne

**Guests:** F. MacLeod, K. Lawrance and M. Law

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Motions will be ratified at the next meeting on April 25th.

***1) Minutes of the March 28th, 2008 meeting***

**MOVED** (Connolly/Abbey) to approve the Minutes of the March 28th, 2008 meeting.

***2) Business arising from the Minutes of the March 28th, 2008 meeting.***

a) Approval of the March 7th, 2008 Minutes

**MOVED** (Connolly/Abbey) to approve the Minutes of the March 7th, 2008 meeting.

b) Approval of the Pre-requisites for PHYS 2P20, 2P50 and 2P51

**MOVED** (Connolly/Abbey) to approve the addition of note "or MATH 1P05 and 1P06 (recommended)", to the pre-requisites for PHYS 2P20, 2P50 and 2P51, 2008-2009.

***3) Bachelor of Public Health (Honours) program***

F. MacLeod, K. Lawrance and M. Law provided an overview of the program and answered members' questions.

The BA Honours will be phased out and replaced with Bachelor of Public Health Honours which is more recognizable. This change will attract more students and meet enrolment targets. The Pass degree will remain.

**MOVED** (Connolly/Abbey) to approve in principle the Bachelor of Public Health Honours program 2008-2009.

**4) Sociology – (a) required average for transfer students (b) number of 300 level courses for Honours degree**

J. Corman addressed the Sociology issues. 50% of courses are taught by non permanent faculty. Due to financial constraints, it was proposed that the number of majors entering the Sociology program be regulated and the registration in upper year Sociology offerings be controlled.

***Proposal:***

1) To raise the Sociology average required of a transfer student (those changing their majors) to 65% effective July 1st.
2)Students completing an Honors degree in Sociology be permitted a maximum of 3.0 Sociology credits at the 3(alpha) 90 level or above.

**MOVED** (Connolly/Abbey) to approve the revisions and adapt for the Department of Sociology, the same program note wording as Communications Studies and Child and Youth Studies.

The average required for **all** students changing their majors will be 65%.

***5) Changes to Physical Education and Kinesiology: Science credits and course deletion; changes to Kinesiology: Program Notes***

The representative from the department did not attend the meeting.

**MOVED** (Finn/Abbey) to approve 1) PEKN 1P90, 2P05, 3P94, 4P94 and 4P96 as Science credits for the Department of Physical Education and Kinesiology and the

Kinesiology Program; 2) to approve the deletion of PEKN 3V90-3V99, 2008-2009 from the course bank.

***6) Request and rationale for the acceptance of the original Pre-service Department UPC submission 2008-2009: Changes to EDUC 8P14 and the addition of EDUC 8P17 and 8P18***

Ros Battye addressed the issue. The original request was to rename EDUC 8P14 (P/J) with sub sections 8P17 (J/I) and 8P18 (I/S).

It was communicated to the Pre-service department by E. DiFruscio that a course cannot split into three courses. Therefore, EDUC 8P14 was deleted and replaced with 8P17, 8P18 and 8P19. This information was communicated and acceptable to the Pre-service department and approved by the UPC. Pre-service did not communicate this information to the Concurrent Program coordinator resulting in a number of problems. R. Battye was not aware of the changes.

E. DiFruscio circulated e-mails to members verifying communications to the Pre-service department regarding the changes.

In the future, E. DiFruscio will forward any information which will affect the Concurrent program directly to R. Battye.

The submission approved by UPC in December will stand.

***7) Addition of EDUC 8Y60, 2008-2009, to the course bank***

**MOVED** (Finn/Abbey) to approve the addition of EDUC 8Y60, 2008-2009 to the course bank.

***8) Addition of note to RECL 4F15, 2008-2009***

**MOVED (**Finn/Abbey) to approve the addition of the note "Materials fee required" to RECL 4F15, 2008-2009.

***9) Consideration of the status of Academic Reviews – M. Connolly***

It was requested that UPC consider the status of Academic Reviews when new programs are proposed. Governance does not have the mechanism to track Academic Review dates.

*P. Beard will provide a list in October of the dates of Academic Reviews.*

***10) Other Business*** **-** None

***11) Adjournment***

Meeting adjourned at 11:45 a.m.