Minutes of the Meeting
Thursday November 9th, 2006
12:00 to 2:00 p.m
Board room

Present: G. Finn (Chair), H. Gayler (Vice-Chair), S. Abbey, P. Beard, T. Boak, C. Colella, (BUFA Representative), M. Connolly, B. Davis, E. DiFruscio, R. Hale, A. Jansen, C. Lidstone (Administrative Co-ordinator), R. Raby and A. Saunders

Regrets: J. Heap, K. Meade, J. Lightstone, J. Lye, S. Sadava and B. Sainty.

G. Finn welcomed Prof. Colella (BUFA Representative) and Dean Hale to the UPC.

1) Minutes of the October 26th, 2006 meeting.

MOVED (Gayler/Raby) to approve the minutes of the October 26th, 2006 meeting.
CARRIED

2) Business arising from the minutes of the October 26th, 2006 meeting.

G. Finn responded via memo to Prof. Belicki's concern regarding Senate Regulation III: 11.8.6 grade. The issue was referred to the Teaching and Learning committee.

Prof. B. Sainty is the Chair of the UPC sub-committee for the Faculty of Business.

G. Finn requested that the following item be added to the agenda: M. Miles' request to address UPC regarding the Philosophy program changes.

MOVED (Gayler/Saunders) to approve the addition to the agenda under Other Business.
CARRIED

3) Articulation Agreement between Brock University and Sheridan College – Four year degree in Psychology-Social Service Worker Diploma (for 2007-2008 calendar)

J. Stewart gave an overview of the Agreement and answered members' questions.

There was discussion surrounding transfer credits and Humanities courses and the appropriateness of using words such as Articulation or Collaborative in describing the program.

It was noted that the University has to mirror the language used in the Ministry's guidelines. It was suggested that "Conjoint" be used to describe programs. B. Davis and P. Beard will decide on the appropriate wording.

It was brought to the attention of members that current practice dictate, that when a transfer credit equivalency is established, it is implemented universally. However, if there are changes to college courses, the awarding of transfer credits should be reviewed.

It was recommended that in the future, agreements have to be sent to the Vice-President's office for signatures **after** the UPC's approval, as these agreements are subject to amendment.

After discussion, the following changes were made to the Agreement:
1) Appendix A, Winter Term, first sentence, deleted "2 or".
2) Appendix C, deleted the sentence "These credits will include 1.0 Humanities Context credit and 2.0 first-year Social Science credits".

MOVED (Saunders/Connolly) to approve the Articulation Agreement between Brock University and Sheridan College - Four-year degree in Psychology-Social Service Worker Diploma for the 2007-2008 Undergraduate Calendar, as amended.

CARRIED

4) Articulation Agreement between Brock University and Mohawk College – Honors degree in Labour Studies-Joint Labour Studies Certificate Programs (for 2007-2008 Calendar).

J. Stewart gave an overview of the Agreement and answered members' questions. After discussion, the following changes were made.

1) Pg 1,under Terms and Conditions:

#1, changed the sentence, "This concurrent degree/certificate articulation agreement involves students enrolled in the Honours BA in Labour Studies at Brock University" to "This concurrent degree/certificate articulation involves students enrolled in the Honours BA in Labour Studies with chosen Co-Major at Brock University".

#10, changed, "students will earn both an Honours BA in Labour Studies from Brock University" to "students will earn both an Honours BA in Labour Studies with chosen Co-Major from Brock University".

* Deleted the HIST component of the Agreement.

* Appendix D: Deleted the sentence "These credits will include 1.0 Humanities Context credit and 2.0 first-year Social Science credits".

MOVED (Saunders/Gayler) to approve the Articulation Agreement between Brock University and Mohawk College – Honours degree in Labour Studies with chosen Co-Major-Joint Labour Studies Certificate Programs (for 2007-2008 Undergraduate Calendar), as amended.

CARRIED

It was suggested that in the future:

1) Clear statements have to accompany Articulation Agreements outlining the costs and the function of the resources.
2) A memo acknowledging agreement from the different departments involved should be attached.

5) Review of the draft: Undergraduate Retention Strategy

Ms. Natale provided background information on the origin of the Retention Strategy and outlined the rationale, goals and the current status. The Retention Committee is seeking feedback from several committees including the UPC. The feedback from UPC will serve to enhance the strategy. In the New Year the report will be sent to Senate as information. Ms. Natale distributed some additional information (CSRDE) Summary Report Notes.

This draft was brought to UPC because one of the goals of the Retention Strategy is to enhance academic performance through increased Learning Support. One of the recommendations pertaining to the goal was the examination of curricular issues and their impact on student success.

It was recommended that the UPC:
1) Review program and course options for Years 3 and 4.
2) Consider expanding the list of concentrations offered.

Members of the UPC provided the following feedback:

- Deans should take an active role in the implementation of the retention strategy.
- More integration of emergence of issues from departments (to be forwarded by the Deans).
- Different strategy should be in place for on-line courses.
- A more formal tracking system should be in place to determine the reasons why students are not returning. (Questionnaire??)
- Concern: Dilution of standards for the sake of retention.
- Retention will not work if faculty do not buy into it.
- UPC should check the programs for progress in terms of flow through.
- Recommendation: curriculum consultation should take place.

Dean Hale applauded the work of the Retention Committee and advised to think of the portfolio in areas such as Academic Advising in terms of the flow through of the information from Advisors to the Departments and vice versa.

6) Other Business

- H. Gayler will chair the next meeting.

- Review of the submissions will commence at the meeting on November 23rd. The programs impacting recruitment for September 07 will be reviewed first.

- Members discussed the submissions that are still outstanding.

  MOVED (Raby/Saunders) to invoke the motion from last year that if submissions were not received by October 31st deadline, then both the Undergraduate calendar and the On-line web version will reflect the previous year's submission. UPC will not accept late submissions.

  CARRIED

  It was noted that departments could appeal the deadline for submission.

- M. Miles' request to address the Philosophy program changes at UPC. Integrated within this request are issues related to a departmental decision and academic freedom, which do not fall under the mandate of UPC.

  G. Finn will respond to M. Miles' e-mail.

7) **Adjournment**
Meeting adjourned at 1:45 p.m.