1) **APPROVAL OF AGENDA**

   D. Rey MOVED, seconded by C. Plouffe, THAT the agenda be approved as circulated.

   **CARRIED**

2) **APPROVAL OF MINUTES – September 15, 2017**

   J. Bugslag MOVED, seconded by E. Roy, THAT the minutes of the Undergraduate Committee be approved with revisions.

   **CARRIED**

3) **BUSINESS ARISING**

   a) **Digital Boot Camp**

   This course will be a first year course offered in 2018-19. It will be replacing Open Studio. The goal is to have it sent to Senate for approval in February 2018. This course could be run by 4 teams of faculty who has different areas of expertise as this would introduce students to a broad range of topics and possibilities. Following this course, students could move through to 2nd year courses in design or photography. A suggestion was made to offer the course in the summer as a pilot project to gauge interest. If this course is approved, it will mean that Digital Design Technology and Design Studio 1 courses will need adjustments. Class size will need to be taken into consideration. A draft proposal will be brought to the next meeting. An idea was proposed to have all of the topic course descriptions posted so that students can make more informed decisions on course selection.
b) **Topic Courses**

Information on topics courses was distributed for discussion. Some topics courses have been taught many times and an audit will need to be done as to which courses can be deleted and which courses should become regular courses. More information will be available at the next meeting to determine the number of times these courses have been taught over the last few years.

4) **ANNOUNCEMENTS**

Evening of Excellence – October 24, 2017  
Portfolio workshops  
Take Your Kids to Work – November 1, 2017

5) **ADJOURNMENT** – 10:10am

| Next meeting date:  
9:00-10:00am  
room 409 ARTlab | Date agenda items to recording secretary to be included in next meeting agenda |
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