

**MINUTES**  
**Faculty of Graduate Studies**  
**Graduate New Programs and Curriculum Committee Meeting**  
**Friday, October 26, 2012; 9:00 – 11:00am**  
**Venue: Room 203, Graduate Student Centre, 6371 Crescent Road**

**Present:** Joy Begley, Shauna Butterwick, Jessica Iverson (Minutes), Lindsey Kovacevic, Anthony Lau, Bill Ramey, Max Read, Clive Roberts (Chair), Allen Sens, Susie Stephenson

**Regrets:** Barak Caracheo, Stelvio Bandiera

**1. Adoption of Agenda**

-Adopted

**2. Minutes of Friday, October 5, 2012 Meeting**

-Approved

**3. Business Arising**

-Further to the June 8, 2012, NPCC meeting, the School of Population and Public Health has withdrawn the proposal to change the name of SPPH 524 from *Core Biological Concepts of Public Health Practice* to *Core Biological and Clinical Concepts of Public Health Practice*; the instructor decided not to go through with the change

**4. Resubmitted Proposals**

<b>Faculty of Medicine</b>	
Submitted by Archana Harit	
	PSYT 550 (3/6) D <b>Action: APPROVED</b>
Submitted by Erin Smith	
Population and Public Health M.H.Sc. Program Requirements -Committee Chair Clive Roberts will consult with Senate Curriculum Committee Chair Peter Marshall regarding this proposal -the Committee finds the proposed entry vague (if there are core courses for a program they should be specified in the Calendar) and wishes to seek further guidance before granting approval and forwarding the proposal to Senate <b>Action: HOLD</b>	SPPH 540 (3) -the Committee notes the course description does not include program planning, although it is included in the title; please amend rationale statement to explain how the proposed title reflects not only the current course content but also what was approved when the course was originally created (there is evidence that SPPH 540 was titled Program Planning and Evaluation when the Master of Public Health degree program was proposed in 2008) <b>Action: HOLD</b>
	Occupational and Environmental Hygiene Ph.D. Admission Requirements -to be consistent with other programs that have closed, the Committee changed the proposed statement to read, "The Occupational and Environmental Hygiene doctoral program is no longer accepting applications for admission. Graduate study in occupational and environmental hygiene is

	<p>available within the School of Population and Public Health. Interested parties should consult the existing SPPH Ph.D. program.”</p> <p><b>Action: APPROVED</b></p> <p><b>Note:</b> The Committee noticed course details on the SPPH website that are not in line with the Calendar; the School has published information before it has been approved by either the New Programs and Curriculum Committee or Senate. Changing program requirements and course details before they have been formally approved via the curriculum process exposes the unit to liability and raises doubts about student graduation.</p>
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**5. New Proposals**

<p><b>Faculty of Medicine</b> Submitted by Naznin Virji-Babul</p>	
<p>RHSC 512 (3)</p> <ul style="list-style-type: none"> <li>-20% assigned to participation is high; normally the maximum is 10% → provide rationale and explain how a participation mark is determined given the rotation of instructors</li> <li>-provide greater detail on how the presentation (worth 30%) is evaluated</li> <li>-provide curriculum consultations from Physics (Physics has a Medical Imaging stream) and Biomedical Engineering</li> <li>-provide greater detail for each component under C. Method of Instruction (i.e. how many lecture hours, group discussion hours, lab visits, etc.)</li> <li>-spell out acronyms throughout syllabus</li> <li>-change course name to, Neuroimaging: Basic Concepts and Applications to Research and Practice</li> <li>-the Committee recommends removing the course description altogether from the form</li> <li>-add course number and title to the syllabus</li> </ul> <p><b>Action: HOLD</b></p>	
<p>Submitted by Erin Smith</p>	
	<p>SPPH Course Deletions (506, 521, 550, 551, 552, 553, 558, 560, 564)</p> <p><b>Action: HELD OVER</b></p> <p>SPPH Course Changes (501, 502, 504, 505, 510, 514, 515, 520, 527, 530, 532, 541, 542, 570, 710)</p> <p><b>Action: HELD OVER</b></p>

<b>Faculty of Education</b> Submitted by Christine Wallsworth	
	Early Childhood Education Calendar entry <b>Action: HELD OVER</b>

**6. Adjournment of Meeting**

**7. Next meeting: 9:00 AM, Friday, November 9, 2012, Room 203 of the Graduate Student Centre**

\*proposal for Senate Curriculum Sub-Committee of Graduate Programs