

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

**Present:** Joy Begley, Shauna Butterwick, Jessica Iverson (Minutes), Lindsey Kovacevic, Bill Ramey, Clive Roberts (Chair), Susie Stephenson

**Regrets:** Stelvio Bandiera, Barak Caracheo, Anthony Lau, Max Read, Allen Sens

**1. Adoption of Agenda**

-Adopted

**2. Minutes of Friday, October 26, 2012 meeting**

-Approved

**3. Business Arising**

-Dean *pro tem* Susan Porter has said every Committee member can obtain a copy of Adobe Acrobat and the Faculty of Graduate Studies will reimburse the costs. This move is in support of the paperless meeting model that was implemented in September 2012. Committee Chair Clive Roberts recommends members buy their own copies with reimbursement to follow.

-With regards to the Population and Public Health M.H.Sc. Program Requirements that were discussed at the Committee's last meeting, Clive consulted with Senate Curriculum Committee Chair Peter Marshall for guidance. The proposal the Committee reviewed includes SPPH 529, a 0-credit major paper. Clive reiterated Senate's position that there should be no 0-credit courses; where possible, when students undertake activities they should be for credit. Peter said the Committee should discourage 0-credit courses unless they are part of the thesis process, wherein the thesis itself carries credit. Peter also said that when a program has specific requirements they should be listed in the Calendar; Clive reminded the Committee that the change in question proposed to remove the core courses for the M.H.Sc. program. In summary, (1) Bill Ramey suggested making SPPH 529 for credit and amending the program credit requirements accordingly; (2) Peter said the core courses should not be removed from the M.H.Sc. Program Requirements; Senate Curriculum Committee will not approve the proposal as currently proposed.

-Clive and Peter also discussed Clive's concern regarding what constitutes a Category 1 change versus a Category 2. Clive is hoping Senate's forthcoming curriculum guidelines will clarify the matter, and until those guidelines are publicly available he suggested the Committee adheres to what is currently published on Senate's website. If this is the case, then many of the proposals that the Committee reviews as Category 1 changes would in fact be Category 2s. Lindsey Kovacevic noted that it is always at the Committee's discretion to elevate a proposal to a Category 1 if deemed appropriate. Lindsey also reminded the Committee that Category 2 proposals do not go to Senate, so the only records of the changes remain with the support staff that process them. As such, the Committee may elevate a proposal to a Category 1 to ensure there is an official record. Additionally, Lindsey said Senate's forthcoming guidelines will be released soon; in fact, draft versions are already in circulation with some proponents. To this end, Clive again expressed the urgency for publishing the guidelines; in the meantime, draft copies will be provided to proponents as needed.

**4. Held Over Proposals**

<b>Faculty of Medicine</b> Submitted by Erin Smith	
	SPPH Course Deletions (506, 521, 550, 551, 552, 553, 558, 560, 564)

SPPH 506 (1.5)

**Action: APPROVED**

SPPH 521 (3)

**Action: APPROVED**

SPPH 550 (3)

**Action: APPROVED**

SPPH 551 (3)

**Action: APPROVED**

SPPH 552 (3)

**Action: APPROVED**

SPPH 553 (3)

**Action: APPROVED**

SPPH 558 (3)

**Action: APPROVED**

SPPH 560 (3)

**Action: APPROVED**

SPPH 564 (3)

**Action: APPROVED**

SPPH Course Changes (501, 502, 504, 505,  
510, 514, 515, 520, 527, 530, 532, 541,  
542, 570, 710)

SPPH 501 (3)

-remove last sentence of description in line  
with Senate's guidelines for Calendar entries

**Action: APPROVED**

SPPH 502 (3)

**Action: APPROVED**

SPPH 504 (3)

**Action: APPROVED**

SPPH 505 (3)

**Action: APPROVED**

SPPH 510 (3)

-strike permission of instructor from  
prerequisite statement (permission is  
implied; against Senate policy)

**Action: APPROVED**

SPPH 514 (3)

**Action: APPROVED**

	<p>SPPH 515 (3)          -strike permission of instructor from prerequisite statement (permission is implied; against Senate policy)  <b>Action: APPROVED</b></p> <p>SPPH 520 (3)          -strike permission of instructor from prerequisite statement (permission is implied; against Senate policy)  <b>Action: APPROVED</b></p> <p>SPPH 527 (3)          -in line with Senate’s guidelines for Calendar entries, update description to read as follows, “Foundational thinking giving rise to the concept of population health. Overview of the current state of research.”  <b>Action: APPROVED</b></p> <p>SPPH 530 (3)          -strike permission of instructor from prerequisite statement (permission is implied; against Senate policy)          -confirm plans for SPPH 531 → when will the course be deleted?  <b>Action: APPROVED</b></p> <p>SPPH 532 (3)  <b>Action: APPROVED</b></p> <p>SPPH 541 (3)  <b>Action: APPROVED</b></p> <p>SPPH 542 (3)          -remove “Introduction to” from the course title          -remove last sentence of description in line with Senate’s guidelines for Calendar entries  <b>Action: APPROVED</b></p> <p>SPPH 570 (6)  <b>Action: APPROVED</b></p> <p>SPPH 710 (0)          -as this course is the same as SPPH 570, remove the course description so that the Calendar entries are identical  <b>Action: APPROVED</b></p>
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	<p>Early Childhood Education Calendar entry          -the Admissions portion will be sent to the Senate Admissions Committee  <b>Action: APPROVED</b></p>
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**5. Resubmitted Proposals**

<b>Faculty of Land and Food Systems</b> Submitted by Melanie Train	
<p>FOOD 511 (3)          -the Committee suggests changing Attendance to Participation in the syllabus to emphasize the fact that students should be actively participating in the workshops → as the syllabus currently reads, a student could simply attend without participating  <b>Action: APPROVED</b></p> <p>FOOD 531 (6)  <b>Action: APPROVED</b></p>	

**6. New Proposals**

<b>Faculty of Law</b> Submitted by Helene Love	
<p><u>For all new courses:</u>          -course title and description should be the same as the cross-listed 200-level courses; the syllabi should also reflect the proposed titles          -provide curriculum consultations from the Sauder School of Business, Economics, Political Science, Faculty of Applied Science, SLAIS, Faculty of Land and Food Systems, Faculty of Forestry</p> <p>LAW 506 (3)  <b>Action: HELD OVER</b></p> <p>LAW 507 (4)  <b>Action: HELD OVER</b></p> <p>LAW 508 (3-4) d  <b>Action: HELD OVER</b></p> <p>LAW 509 (3)  <b>Action: HELD OVER</b></p>	

<b>Faculty of Land and Food Systems</b> Submitted by Melanie Train	
	<p>HUNU 500 (3)  <b>Action: HELD OVER</b></p> <p>Human Nutrition PhD Program Requirements  <b>Action: HELD OVER</b></p>

<b>Faculty of Education</b> Submitted by Christine Wallsworth	
	LLED 511 (3/6) d <b>Action: HELD OVER</b>

<b>Faculty of Medicine</b> Submitted by Erin Smith	
SPPH 556 (3) <b>Action: HELD OVER</b>	

**7. Adjournment of Meeting**

**8. Next meeting: 9:00 AM, Friday, November 23, 2012, Room 203 of the Graduate Student Centre**

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