

**MINUTES**  
**Faculty of Graduate Studies**  
**Graduate New Programs and Curriculum Committee Meeting**  
**Friday, November 30, 2012; 9:00 – 11:00am**  
**Venue: Room 203, Graduate Student Centre, 6371 Crescent Road**

**Present:** Stelvio Bandiera, Shauna Butterwick, Jessica Iverson (Minutes), Bill Ramey, Clive Roberts (Chair), Allen Sens, Susie Stephenson

**Regrets:** Joy Begley, Barak Caracheo, Lindsey Kovacevic, Anthony Lau, Max Read

**Guests:** David Duff, Helene Love

**1. Adoption of Agenda**

-Adopted

**2. Resubmitted Proposals**

<b>Faculty of Applied Science</b> Submitted by Deb Feduik	
<p>The Committee was informed that the proposal to create a Master of Urban Design degree program has been withdrawn. The program was to be jointly offered by the School of Architecture and Landscape Architecture (SALA) and the School of Community and Regional Planning (SCARP), however SCARP has retracted its support. As such, the proposal will not move forward as currently proposed.</p> <p>Master of Urban Design (MUD) Degree Program*</p> <p><b>Action: WITHDRAWN</b></p> <p>UDES Course Code*</p> <p><b>Action: WITHDRAWN</b></p> <p>UDES 501 (6)*</p> <p><b>Action: WITHDRAWN</b></p> <p>UDES 502 (6)*</p> <p><b>Action: WITHDRAWN</b></p> <p>UDES 503 (6)*</p> <p><b>Action: WITHDRAWN</b></p> <p>UDES 504 (3)*</p> <p><b>Action: WITHDRAWN</b></p> <p>UDES 505 (3)*</p> <p><b>Action: WITHDRAWN</b></p> <p>UDES 506 (3)*</p>	

Action: WITHDRAWN

### 3. New Proposals

<b>Faculty of Law</b> Submitted by Helene Love	
<p><u>General questions:</u></p> <ol style="list-style-type: none"><li>1. How will the Faculty address the issue of students who have taken the required courses at the undergraduate level?</li><li>2. How will the Faculty strengthen this proposal for a new graduate program given that most of the courses are also offered as undergraduate courses?</li><li>3. How will undergraduate and graduate students be evaluated differently given they will be sitting together in the classroom?</li></ol> <p><u>General suggestions:</u></p> <ul style="list-style-type: none"><li>-rephrase proposal so that it emphasizes how the new program will strengthen a student's knowledge of taxation as opposed to undermining the existing J.D. program</li><li>-in the rationale statement for the program Calendar entry, clearly justify the <i>need</i> for the program; this justification should also appear in the Executive Summary; the Committee suggests incorporating elements of what appears in the first two paragraphs under Overview on pg. 29</li><li>-clarify requirements for admission → note the Admission Requirements section will be sent to the Senate Admissions Committee for review upon resubmission</li><li>-remove unnecessary references to J.D students from proposal package; specifically, write course syllabi for graduate students only</li><li>-add potential instructors to course syllabi</li><li>-remove any course descriptions that do not add more information that what is stated in the title</li><li>-if the Faculty will be adhering to the Faculty of Graduate Studies' grading criteria then remove any references to other grading schemes to avoid confusion</li><li>-include list of qualified faculty in actual proposal package (as opposed to as an appendix); further, consolidate faculty members in one place in the proposal so that it's clear who is teaching what</li><li>-clarify how visiting faculty will be orientated to the expectations for graduate studies at UBC</li></ul>	

- clarify commitment from potential visiting faculty to teach sections of the program
- the list of Visiting Faculty on pg. 42 does not correspond with an earlier listing (pg. 23-24) → amend as needed for accuracy and consistency
- note that there are only two sessions at UBC: Winter and Summer → amend throughout proposal for accuracy and consistency
- ensure the Faculty Approval Date appears on all 2-column proposal forms

Specific suggestions:

- in the first paragraph of the Master of Laws in Taxation Calendar entry, clearly explain what “accomplished lawyers” and “other financial professionals” means
- in the Program Requirements section of the Calendar entry, remove information pertaining to when credits will be completed (i.e. “2 credits in August”)
- section B under V. Program Resources is titled, External research funding available → remove references to “research” as the L.L.M. in Taxation is a professional program
- fix justification in heading of table that appears on pg. 16 (current justification is confusing)
- fix justification in first row of table that appears on pg. 17
- change title of IX. APPENDIX 4 – COURSE OUTLINES; appendices are usually removed before program proposals are forwarded to subsequent committees; to avoid confusion, title this section differently (i.e. IX. CALENDAR STATEMENTS AND COURSE OUTLINES)

Master of Laws in Taxation

**Action: HOLD**

LAW 561 (2-4) d

**Action: HOLD**

LAW 562 (3-4) d

-change title to Taxation of Business Corporations and Shareholders

**Action: HOLD**

LAW 563 (2-3) d

-change title to Taxation of Business Partnerships and Other Flow-Through

Entities <b>Action: HOLD</b>	
LAW 564 (3) <b>Action: HOLD</b>	
LAW 565 (2-3) d <b>Action: HOLD</b>	
LAW 566 (2-4) d <b>Action: HOLD</b>	
LAW 567 (3) <b>Action: HOLD</b>	
LAW 568 (1-4) d <b>Action: HOLD</b>	
LAW 569 (1-4) d <b>Action: HOLD</b>	

**4. Adjournment of Meeting**

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

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