

**MINUTES**  
**Faculty of Graduate Studies**  
**Graduate New Programs and Curriculum Committee Meeting**  
**Friday, December 7, 2012; 9:00 – 11:00am**  
**Venue: Room 203, Graduate Student Centre, 6371 Crescent Road**

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

**Guests:** Mary Bryson

**Regrets:** Stelvio Bandiera, Joy Begley, Barak Caracheo, Anthony Lau

**1. Adoption of Agenda**

-Adopted

**2. Minutes of Friday, November 23, 2012 meeting**

-Approved

**3. Business Arising**

**4. Resubmitted Proposals**

<b>Faculty of Medicine</b> Submitted by Naznin Virji-Babul	
RHSC 512 (3) <b>Action: APPROVED</b>	

**5. New Proposals**

<b>Faculty of Education</b> Submitted by Christine Wallsworth	
LLED 523 (3) -in line with other LLED courses, remove "(taught in French)" from title and add to description -change description to read, Taught in French. Understanding of the literature and methods associated with teacher (action) research in language and literacy. <b>Action: APPROVED</b>	

<b>Faculty of Applied Science</b> Submitted by Deb Feduik	
BMEG 510 (3) <b>Action: HELD OVER</b>	
CHBE 570 (3) <b>Action: HELD OVER</b>	

<b>Faculty of Arts</b> Submitted by Stacy Campbell	
ARST 560 (3) -30% assigned to participation is high; normally the maximum is 10% → provide	Film Studies M.A. Program Requirements <b>Action: HELD OVER</b>

<p>rationale and explain how a participation mark is determined  <b>Action: HOLD</b></p> <p>ARST 565 (3)          -for clarity purposes, change title to read, Administering Records under Freedom of Information and Protection of Privacy Legislation  <b>Action: APPROVED</b></p> <p>ARST 580 (3)  <b>Action: APPROVED</b></p> <p>HIST 590 (3)          -amend syllabus so that the items under Assessment and Grading are clearly and consistently detailed throughout the document; for example:              -on pg.2 of the syllabus the Historiographic Essay is worth 35% compared to 30% on pg. 4              -on pg. 2 of the syllabus Oral Presentations and Participation is with 35% compared to 30% on pg. 3              -where do the two short discussions pieces detailed on pg. 4 fit into the Assessment and Grading?          -the Committee is aware that there have been informal conversations regarding the development of this course, however for record-keeping purposes provide curriculum consultation from the Faculties of Medicine, Science and Applied Science; the Committee suggests allowing for a two-week response time          -submit amended syllabus and curriculum consultations for review by the Chair  <b>Action: HOLD</b></p> <p>HIST 595 (3)          -amend syllabus to include evaluation criteria for the course requirements (assignments, exams, presentations, etc.)  <b>Action: HELD OVER</b></p> <p>JRNL 548 (6)          -resubmit proposal to update Program Requirements to include JRNL 548; the proposal was held at the October 14, 2011 meeting of the NPCC          -include list of qualified instructors in the course syllabus</p>	<p>Gender, Race, Sexuality and Social Justice course code (GRSJ)  <b>Action: APPROVED</b></p> <p>Gender, Race, Sexuality and Social Justice course changes (GRSJ 500, 501, 502, 503, 504, 505, 506, 510, 520, 606)          -amend rationale statement to clearly explain that the content of the courses remains unchanged; it is the language that is being updated          -provide short statements for GRSJ 500, 501 and 502 explaining the course content remains unchanged; it is the language that is being updated          -change type of action to read, Update course titles  <b>Action: APPROVED</b></p> <p>Master of Fine Arts, Visual Art Calendar entry  <b>Action: HELD OVER</b></p> <p>Psychology course deletions (PSYC 515, 543, 555, 557, 573, 575, 596)  <b>Action: HELD OVER</b></p> <p>VISA 581 (12)  <b>Action: HELD OVER</b></p> <p>VISA 582 (12)  <b>Action: HELD OVER</b></p>
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<p><b>Action: HELD OVER</b></p> <p>POLI 552 (3/6) d</p> <ul style="list-style-type: none"> <li>-29% assigned to participation is high; normally the maximum is 10% → provide rationale and explain how a participation mark is determined</li> <li>-include list of qualified instructors in the course syllabus</li> <li>-expand rationale statement to include an academic reasoning for why the course requires content revisions</li> </ul> <p><b>Action: HELD OVER</b></p> <p>VISA 583 (3/6) d</p> <ul style="list-style-type: none"> <li>-30% assigned to participation is high; normally the maximum is 10% → provide rationale and explain how a participation mark is determined</li> <li>-include list of qualified instructors in the course syllabus</li> </ul> <p><b>Action: HELD OVER</b></p> <p>Gender, Race, Sexuality and Social Justice program name change</p> <ul style="list-style-type: none"> <li>-Lindsey Kovacevic will consult with Anna Kindler, Vice Provost and Associate Vice President Academic, to confirm if further documentation is required to implement this name change</li> <li>-amend rationale statement to clearly explain that the program remains unchanged; it is the language that is being updated</li> <li>-change type of action to read, Update the name of graduate program in Women’s and Gender Studies</li> </ul> <p><b>Action: APPROVED</b></p>	
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**6. Adjournment of Meeting**

**7. Next meeting: 9:00 AM, Friday, January 11, 2013, Room 203 of the Graduate Student Centre**

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