

MINUTES
Faculty of Graduate Studies
Graduate New Programs and Curriculum Committee Meeting
Friday, March 8, 2013; 9:00 – 11:00am
Venue: Room 203, Graduate Student Centre, 6371 Crescent Road

Present: Joy Begley, Barak Caracheo, Jessica Iverson (Minutes), Lindsey Kovacevic, Bill Ramey, Max Read, Clive Roberts (Chair), Dan Rurak, Allen Sens, Susie Stephenson

Regrets: Stelvio Bandiera, Shauna Butterwick, Anthony Lau

1. Adoption of Agenda

- ADDITION: continue discussion of new courses associated with Master of Public Health with Diploma in Dental Public Health Combined Degree Program
- ADDITION: Chair’s update on the role of the Strategic and Decision Support (SDS) Group as it relates to the NPCC
- Adopted

2. Minutes of Friday, February 22, 2013 meeting

- Approved

3. Business Arising

- On December 7, 2012 the NPCC approved a new Rehabilitation Sciences course, RHSC 512, however 512 is a number already in use as a directed studies course. The pre-existing RHSC 512 is not published in the 2012/2013 Academic Calendar (although the course was scheduled in 2011W) and thus not visible to the public. As such, to avoid confusion, the program changed the number for the recently-approved version of the course from 512 to 514.
- Further to the January 11, 2013 NPCC meeting, Arts has resubmitted an amended course syllabus for POLI 552 (3) for review by the Committee Chair; the Chair is satisfied with the amendments; the new course proposal has been approved and will be put forward at the next meeting of the Senate Curriculum Committee.
- At the February 26, 2013 meeting of the Senate Curriculum Committee a new course from Applied Science, CIVL 556, was approved in principle, however the Committee asked if the description could be shortened. The request was forwarded to the proponent, who chose to shorten both the description and the title. The revised proposal has been accepted by Senate & Curriculum Services and will appear at the next meeting of the Vancouver Senate.

4. Resubmitted Proposals

Faculty of Arts	
Submitted by Edie Rasmussen	
ARST 560 (3)	
Action: APPROVED	

Faculty of Medicine	
Submitted by Patti Janssen	
MPH/MSN Dual Degree Program	
-the proposal suggests students must apply to both Schools, which would mean they pay two application fees, however dual degree programs have one single entry in SynApps and SISC, so students only apply once to the program itself, regardless of how many administrative units it takes to organize	

<p>-in the Admission Requirements, the Committee suggests adding links to the Calendar pages for the MPH (hyperlink “MPH degree”) and MSN (hyperlink “MSN degree”), and clearly state that students must be qualified for either degree to be admitted</p> <p>-with regards to the Delivery Methods section of the cover memo, the Committee suggests copying the information on distributed learning found here: http://www.mph.spph.ubc.ca/program-structure.php, and replacing what appears on the memo, as it relates to the MPH component of the program</p> <p>Action: APPROVED</p>	
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5. New Proposals

Faculty of Arts Submitted by Stacy Campbell	
HIST 575 (3)	
Action: APPROVED	

Faculty of Dentistry Submitted by Mario Brondani ***Discussion of the following proposals was chaired by Bill Ramey***	
Master of Public Health with Diploma in Dental Public Health Combined Degree Program	
<u>For all new courses:</u> -ensure the titles that appear on the 2-column proposal forms are the same as what appear on the course syllabi and throughout the proposal package	

6. Chair’s update on Strategic and Decision Support (SDS) Group

-Since November 2011, the approval process for new graduate programs has included mandatory review by the Strategic and Decision Support (SDS) Group for budgetary issues. This review is supposed to occur in the early stages of curriculum development, before proposals are submitted to the originating Faculty for review/approval. In recent months, however, the NPCC has become involved in the SDS portion of the curriculum approval process, either by raising questions that could possibly trigger further discussion with the SDS Group, or by having to follow-up with the group and/or proponent(s) to ensure the consultation has occurred and that the budget form has been signed by the necessary parties. The NPCC is a sub-committee of the Senate Curriculum Committee, which is a committee of the Senate, and as such the NPCC should not be discussing budgetary and financial concerns as they are not in the jurisdiction of the Senate (as per the University Act), although these concerns could have significant impact on proposed curriculum, which does fall within the NPCC’s mandate. To ensure there is clarity on the part of the NPCC and the SDS Group with regards to the graduate curriculum approval process, Clive Roberts, Max Read, Jessica Iverson and members from Senate & Curriculum Services will meet with Janet Wang and Nelson Chan of the SDS Group to discuss procedures. Dr. Anna Kindler, Vice Provost and Associate Vice President Academic, will be brought into the conversation as necessary, as will the Senate Curriculum Committee.

7. Adjournment of Meeting

8. Next meeting: 9:00 AM, Friday, March 22, 2013, Room 203 of the Graduate Student Centre

*proposal for Senate Curriculum Sub-Committee of Graduate Programs