

MINUTES
Faculty of Graduate Studies
Graduate New Programs and Curriculum Committee Meeting
Friday, March 22, 2013; 9:00 – 11:00am
Venue: Room 203, Graduate Student Centre, 6371 Crescent Road

Present: Shauna Butterwick, Barak Caracheo, Jessica Iverson (Minutes), Lindsey Kovacevic, Anthony Lau, Bill Ramey, Max Read, Clive Roberts (Chair), Susie Stephenson

Regrets: Stelvio Bandiera, Joy Begley, Dan Rurak, Allen Sens

1. Adoption of Agenda

-Adopted

2. Minutes of Friday, March 8, 2013 meeting

-Approved

3. Business Arising

-Conversations with the SDS Group will continue. Lindsey Kovacevic and Jessica Iverson meet with Nelson Chan next week. Last week's meeting with the SDS Group and NPCC/S&CS representatives was productive, however further discussion is required to ensure the SDS step of new program approval is efficient and in line with Senate's requirements for new program proposals.

4. Resubmitted Proposals

Faculty of Applied Science Submitted by Deb Feduik	
BMEG 510 (4) ***plus new Cat 2 proposal to delete BMEG 530*** Action: APPROVED	

5. New Proposals

Faculty of Applied Science Submitted by Deb Feduik	
	BMEG 530 (6) Action: APPROVED

Faculty of Arts Submitted by Stacy Campbell	
	Political Science PhD Program Requirements Action: APPROVED
	Sociology GRE Requirement -proposal will be forwarded to Senate Admissions Committee for review Action: APPROVED

Faculty of Medicine Submitted by Sue Stanton	
	RHSC 589 (3/6) d Action: APPROVED

Faculty of Science Submitted by Nancy Cook	
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BIOL 560 (3) Action: APPROVED	CPSC 512 (3) Action: APPROVED
PHYS 572 (3) Action: APPROVED	EOSC 527 (3) Action: APPROVED
	EOSC 551 (2-4) c Action: APPROVED
	EOSC 553 (2-4) c Action: APPROVED
	EOSC 557 (2-6) c Action: APPROVED
	EOSC 559 (3) Action: APPROVED
	EOSC 572 (3) Action: APPROVED
	EOSC 574 (3) Action: APPROVED
	EOSC 577 (3) Action: APPROVED
	EOSC 580 (3) Action: APPROVED
	EOSC 581 (3) Action: APPROVED

Faculty of Applied Science Submitted by Deb Feduik	
EECE 508 (3) -provide greater detail on how students will be assessed for both grading components (homework and project) -link assessment strategies to learning objectives -include weekly lecture hours in syllabus -submit amended syllabus for review by the Chair Action: HOLD	CIVL 516 (3) -expand rationale statement Action: HELD OVER
	CIVL 517 (3) -expand rationale statement Action: HELD OVER
	CIVL 570 (3) Action: HELD OVER
EECE 510 (3) -confirm course title: <i>Strategy and Leadership or Strategy and Leadership for Engineers</i> ; both appear throughout proposal -provide greater detail on how students will be assessed for the <i>group problem solving, discussions and presentations and writing</i>	CIVL 581 (3) Action: HELD OVER
	EECE 559 (3) Action: HELD OVER
	MECH 578 (3)

assignments grading components
-submit amended syllabus for review by the Chair

Action: HOLD

EECE 535 (3)

- provide curriculum consultations from Physics, Cellular and Physiological Sciences and Botany
- provide greater detail on how students will be assessed for each grading component
- link assessment strategies to learning objectives
- explain how the *problem sets* and *reading assignments* factor into the grading system
- clarify who will instruct the course and add list of qualified instructors to syllabus

Action: HOLD

MECH 528 (3)

- the Committee notes the course is to be cross listed with EECE 508, so the feedback is identical
- provide greater detail on how students will be assessed for both grading components (homework and project)
- link assessment strategies to learning objectives
- include weekly lecture hours in syllabus
- submit amended syllabus for review by the Chair

Action: HOLD

MINE 591 (1)*

- under Grading System in the syllabus, the second point reads "No Credit value," however the course is proposed at 1 credit; clarify and amend syllabus accordingly
- clarify who specifically will instruct the course and add list of qualified instructors to syllabus
- is there a course coordinator?
- in the syllabus, the Content section is actually a list of learning objectives; clarify and amend syllabus accordingly
- could students take the course independent of the internship?
- submit amended syllabus for review by the Chair

Action: HOLD

MINE 592 (3/9) d*

- does this course follow standard co-op

Action: HELD OVER

procedures for payment, placement and assessment?

- is the course administered through the UBC Co-op Office?
- how is the course administered?
- who is the internship coordinator?
- will students be responsible for covering costs of international placements?
- are there templates for the assessment reports?
- how are industrial partners found/recruited if not through the regular co-op program?
- is the internship required of all students?
- the course seems to focus on the Canadian mining industry however the title indicates *Global*; why?

Action: HOLD

MTRL 579 (3)

- in the syllabus, rephrase learning objectives from the student's perspective; ex. "As a result of this course, the student will be able to..."
- provide greater detail on how students will be assessed for grading components (apart from the term project)
- link assessment strategies to learning objectives
- provide details on TSUPREM-4; what is it?
- submit amended syllabus for review by the Chair

Action: HOLD

NAME Course Code*

- the rationale statement makes Naval Architecture sound like an official (i.e. Senate-approved) stream within the MEng program; the Committee suggests replacing instances of stream with focus, concentration or something similar

Action: APPROVED

For all NAME courses:

- provide academic rationales for creating the courses; currently, naval architecture is not an official stream within the MEng program so the rationale statements as they stand are not sufficient
- provide greater detail on how students will be assessed for all grading components
- link assessment strategies to course objectives

<p>NAME 501 (2)* -it is unusual to have an undergraduate course as a prerequisite for a graduate course, especially because students may come from universities other than UBC -the Committee suggests reviewing all proposed NAME courses and course numbers, creating graduate-level equivalents for all undergraduate courses that are prerequisites for graduate NAME courses, then making the graduate equivalencies the prerequisites Action: HOLD</p> <p>NAME 502 (4)* Action: HELD OVER</p> <p>NAME 522 (3)* Action: HELD OVER</p> <p>NAME 524 (3)* Action: HELD OVER</p> <p>NAME 566 (3)* Action: HELD OVER</p> <p>NAME 578 (3)* Action: HELD OVER</p> <p>NAME 591 (4)* Action: HELD OVER</p> <p>NAME 592 (2)* Action: HELD OVER</p>	
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6. Adjournment of Meeting

7. Next meeting: 9:00 AM, Friday, April 5, 2013, Room 203 of the Graduate Student Centre

*proposal for Senate Curriculum Sub-Committee of Graduate Programs