

**MINUTES**  
**Faculty of Graduate and Postdoctoral Studies**  
**Graduate New Programs and Curriculum Committee Meeting**  
**Friday, September 13, 2013; 9:00 – 11:00am**  
**Venue: Room 203, Graduate Student Centre, 6371 Crescent Road**

**Present:** Tony Bi, Barak Caracheo, Jessica Iverson (Minutes), Bill Ramey, Max Read, Clive Roberts (Chair), Susie Stephenson

**Regrets:** Joy Begley, Lindsey Kovacevic

**1. Adoption of Agenda**

-Adopted

**2. Minutes of Friday, June 14, 2013 Meeting**

-Approved

**3. Business Arising**

-Further to the January 11, 2013 NPCC meeting, Arts has submitted an amended proposal form and course syllabus for HIST 595 (3-6) d for review by the Committee Chair; upon the Committee's suggestion, the proponent decided to assign the course variable credits (it was originally proposed at 3 credits); the Chair is satisfied with the amendments; the new course proposal has been approved and was put forward and further approved at the July meeting of the Senate Curriculum Committee

-Further to the June 14, 2013 NPCC meeting, Arts has resubmitted an amended syllabus for SOWK 516 (3) for review by the Committee Chair; the Chair is satisfied with the amendments; the new course proposal has been approved and was put forward and further approved at the July meeting of the Senate Curriculum Committee

**4. New Proposals**

| <b>Faculty of Applied Science</b><br>Submitted by Deb Feduik  |  |
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| CHBE 570 (3)<br>-the description is too long, redundant in some places, and the middle sentence is unclear; shorten and clarify<br>-confirm if there are alternate instructors<br>-the Committee suggests sending curriculum consultations to Physics and Cellular and Physiological Sciences for information purposes<br>-submit amended proposal form and curriculum consultations for review by Chair<br><b>Action: HOLD</b> |  |

| <b>Faculty of Forestry</b><br>Submitted by Gayle Kosh  |   |
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| Master of International Forestry Program Requirements<br>-what course do students take to satisfy the 3-credit internship or project requirement?<br>-should it be added to the Calendar entry?<br><b>Action: APPROVED</b> | FRST 522 (4)<br>-the Committee found the proposed title and underlying content to be substantially different than the present version, and as such, has elevated this proposal to a Category 1 change<br>-submit budget and library consultations |

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| <p>FRST 553 (4)<br/>         -provide list of potential instructors that could teach this course<br/>         -in the Grading Rubric, the Committee noted the percentage ranges overlap i.e. 70-80, 80-90, 90-100; suggestion is to change to 70-79; 80-89, 90-100<br/>         -with regards to course readings, ensure practices are in line with the University's and instructors' obligations under copyright law and amend language on syllabi accordingly<br/>             -alternatively, the Committee suggests removing references to the MIF program coordinator's library from the syllabus<br/> <b>Action: APPROVED</b></p> <p>FRST 560 (4)<br/>         -in the Grading Rubric, the Committee noted the percentage ranges overlap i.e. 70-80, 80-90, 90-100; suggestion is to change to 70-79; 80-89, 90-100<br/>         -with regards to course readings, ensure practices are in line with the University's and instructors' obligations under copyright law and amend language on syllabi accordingly<br/>             -alternatively, the Committee suggested removing references to the MIF program coordinator's library from the syllabus<br/> <b>Action: APPROVED</b></p> | <p>-amend rationale to explain why students are required to take this course<br/>         -the Committee suggested reconsidering the proposed title<br/>         -resubmit for review by Chair<br/> <b>Action: HOLD</b></p> <p>FRST 534 (4)<br/> <b>Action: APPROVED</b></p> <p>FRST 542 (4)<br/>         -the Committee asked why "International" is being removed from the title<br/>             -either retain in title or amend rationale statement to specifically clarify why it is not needed<br/> <b>Action: APPROVED</b></p> <p>FRST 543 (4)<br/>         -the Committee found the proposed title and underlying content to be substantially different than the present version, and as such, has elevated this proposal to a Category 1 change<br/>             -submit budget and library consultations<br/>             -amend rationale to explain why students are required to take this course<br/>         -with regards to course readings, ensure practices are in line with the University's and instructors' obligations under copyright law and amend language on syllabi accordingly<br/>             -alternatively, the Committee suggested removing references to the MIF program coordinator's library from the syllabus<br/>         -ensure citations of sample readings are correct; the Chair noted an error with the PhD Thesis<br/>         -resubmit for review by Chair<br/> <b>Action: HOLD</b></p> <p>FRST 559 (4)<br/> <b>Action: APPROVED</b></p> |
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| <b>Institute for Computing, Information, and Cognitive Systems</b><br>Submitted by Joanna McGrenere |   |
|   | Human-Computer Interaction Sub-Specialization Program Requirements<br><b>Action: APPROVED</b> |

**5. Adjournment of Meeting**

**6. Next meeting: 9:00 AM, Friday, October 4, 2013, Room 203 of the Graduate Student Centre**

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