Faculty of Graduate and Postdoctoral Studies
Graduate New Programs and Curriculum Committee Meeting
January 16, 2015; 9:00 – 11:00am
Venue: Room 203, Graduate Student Centre, 6371 Crescent Road

Present: Tony Bi, John Church, Daniel Fritz (Minutes), Norm Hutchinson, Jessica Iverson, Lindsey Kovacevic, Kumar Ujendra, Max Read, Clive Roberts (Chair), Susie Stephenson

Regrets: Murali Chandrashekaran, Lena Patsa, Andrew Riseman, Tom Scholte

1. **Adoption of Agenda**
   -Adopted

2. **Minutes of January 9, 2015 Meeting**
   -Approved

3. **Business Arising**
   -Graduate Certificate in High Performance Coaching added to "Resubmitted Proposals."
   -FNIS 501 and FNIS 533 (Cat 2 changes) added to the Agenda. See below.

4. **Priority Proposals**

Faculty of Applied Science	
Submitted by Elizabeth Croft/Carol Jaeger	
-**MEL- Clean Energy Engineering*** **Action: Approved** -Please note, this pillar will be presented to the Senate Curriculum Committee on February 2, 2015. Before that date, the GNPCC needs an updated program proposal taking into account the Committee's recommendations (below). -In addition to the comments below, please consider the general recommendations related to all pillar proposals that came as a result of the January 9, 2015 meeting of the GNPCC. -As noted previously, please add general information about the program in the "Proposed Calendar Entry." -According to the proposal, the MEL- CEEN is set to replace the MEng- CEEN. The MEng- CEEN does not require industry experience, while the MEL- CEEN (new program) requires approximately 3 years of industry experience. Thus, the candidate pool will be different. Have the proponents considered whether this will limit the applicant pool? Especially considering that applicants would need to leave	

career positions after 2-3 years to complete this program? -Please include a statement in the Academic Calendar noting that the MEng- CEEN will no longer be offered. Note, you may want to submit this as a separate proposal to update the MEng-CEEN Academic Calendar listing (rather than including the information in the MEL- CEEN). -As mentioned in the general comments, please provide more specific information about the required elective (noted in the Proposed Calendar entry) for the CEEN pillar. Please note whether the elective is in the business field or the Applied Science field. Please also provide information regarding how students can find a definitive list of the eligible electives. -The Executive Summary should note that there is an existing MEng program that is closing. -Any discussion in the proposal regarding the update/replacement of the MEng-CEEN, should be focused on closing the current MEng program and opening a new program (MEL- CEEN). The proposal should also note that sufficient time will be given to students who are currently enrolled in the MEng- CEEN program. -As a reminder from the previous recommendations, please consider making the program goals more specific to each pillar. -Please consider revising the sustainability section (2.5.5) to move away from the standard language that is used in all of the other pillar proposals. This pillar specifically deals with sustainability issues and may benefit from an expanded discussion of sustainability. -The CEEN pillar proposal notes that the program does not allow "free electives." Yet, the Proposed Calendar Entry states that students will be required to take an elective course. Please provide some clarification in the document surrounding the electives for this pillar.	

-Please consider making APPP 506 (capstone) a 3-credit course. If the course needs to be 6-credits, an additional curriculum proposal can be presented at the time that the new pillar is proposed. -Please provide a clear definition for "non-additive" credits. -Within the program proposal, it would be beneficial to include specific information about the Pillar champions. -If possible, please provide a record of the original curriculum consultation forms (and related feedback) that were exchanged between Applied Science and the consulted programs. +Including the Following Course Changes: - -As was mentioned in the previous recommendations, all of the proposed course changes (and the related syllabi) should provide additional information regarding student assessment on required activities. -Please note, these courses are considered approved pending the receipt of updated 2-column Curriculum Change forms that take into account the Committee's recommendations. The syllabi should be updated before the courses are delivered to students. -CEEN 501* **Action: Approved** -In the Rationale section of the 2-column Curriculum Change form, please provide more information on the content changes of the course. -Please ensure that the syllabus is current and does not refer to the program as the "Master of Business and Engineering." -In the "prerequisites/co-requisites" section of the syllabus, please remove the note regarding an undergraduate degree in engineering (as this requirement is	

necessary for admissions to the program).

-CEEN 503*
Action: Approved
-Please include the last paragraph of the Rationale section of the 2-column form for CEEN 503 in the Rationale section of the 2-column form for CEEN 504.

-CEEN 504*
Action: Approved
-As mentioned above, please include the final paragraph of the Rationale for 503 in the rationale for this course.
-Please remove the "Non-mandatory prerequisite" statement in the syllabus. The stated requirement in this section is already assumed for students who were admitted to the program.
-There does not appear to be a Library Consult for this course. Please provide this document.

-CEEN 523*
Action: Approved
-As this is a Category 2 change encompassing minor changes to the course, there is no need to provide an updated syllabus for the course.

-CEEN 525*
Action: Approved
-Please consider changing the name of the "Course Schedule" section in the syllabus to "Course Topics."

-CEEN 550*
Action: Approved
-As this is a Category 2 change encompassing minor changes to the course, there is no need to provide an updated syllabus for the course.

5. **Resubmitted Proposals**

Faculty of Applied Science	
Submitted by Luke Parkinson/Cynthia Girling	
-LARC 553 (3) **Action: Approved** -LARC 590 (3) **Action: Approved** -Please ensure that the title of course is accurately reflected on the Syllabus. -Is LARC 598 considered to be "Part II" of this course? If so, then then LARC 598 should be retitled to reflect that it is the second course in the series. -M.L.A Credit Requirements **Action:** -Please provide a small amount of additional information that helps define "advanced standing" in the Calendar entry. The additional information should clarify that advanced standing allows students to take fewer courses than are normally required based on their previous academic experiences.	-LARC 595 (3) Deletion **Action: Approved** -

Faculty of Education	
Submitted by Maria Gallo	
-Graduate Certificate in High Performance Coaching and Technical Leadership **Action: Hold** -To be put to an online vote. -KIN 515 (3) **Action: Hold** -To be put to an online vote.	-KIN 585 (3) **Action: Hold** -To be put to an online vote. -KIN 586 (3) **Action:** -To be put to an online vote.

6. **New Proposals**

Faculty of Arts	
Submitted by Daniel Justice	
	-FNIS 501 (3/6) **Action: Approved** -FNIS 533 (3/6) **Action: Approved**

Faculty of Applied Science	
Submitted by Lukas Chrostowski/Carol Jaeger	
-EECE 587 (3) **Action: Approved** -Minor editorial changes will be made to the proposed calendar entry to be more in line with typical Academic Calendar language. -Before providing the syllabus to students, please provide some additional information on the required assignments and assessment strategies. -In the syllabus, please consider changing the section titled "Detailed Course Syllabus" to "Weekly Topics." -EECE 593 (3) **Action: Approved** -Minor editorial changes will be made to the proposed calendar entry to be more in line with typical Academic Calendar language.	

Faculty of Applied Science	
Submitted by Carol Jaeger	
-EECE Parchment Change- MASc **Action: Approved** -EECE Parchment Change- MEng* **Action: Approved** -EECE Parchment Change- PhD **Action: Approved**	

Faculty of Education	
Submitted by Samson Nashon	
-Technology Studies Education Program Name Change **Action: Approved, pending consultation** -Please consider consulting with MAGIC as this program is a participant in the Human Computer Interaction program. A change to the program name will have implications for the MAGIC program and their site within the Academic Calendar.	

Faculty of Arts	
Submitted by Peter Klein	
-JRNL 527 (3) **Action: Approved** -The GNPCC commends the proponents on creating an outstanding syllabus to	

accompany this proposal.	
-How does this course impact the total credit value for the degree? Please provide this information in the rationale.	
-Please consider changing the wording in the final paragraph of the rationale to "As a final report for the 12-week internship…"	
-Before delivering this course, please clarify in the syllabus whether the employers are consulted about the student's grade (beyond the form filled out by the employer).	
-Please provide a bit of information in the rationale section of the 2-column curriculum change form regarding the workshops and the training sessions. These appear to be an important (and valuable) component of the course.	

7. **Adjournment of Meeting**

   *proposal for Senate Curriculum Sub-Committee of Graduate Programs