Present: Aaron Bailey, Daniel Fritz (Minutes), Justin Holme, Norm Hutchinson, Lindsey Kovacevic, Kyle McCleery, Vivien Measday, Max Read, Ron Reid, Clive Roberts (Chair), Tom Scholte, Susie Stephenson, John Church

Regrets: Natalie Marshall

1. **Adoption of Agenda**
   -Approved
2. **Minutes of October 16, 2016 Meeting**
   -Approved
3. **Business Arising**
   - Approval of MHPCTL
   - The Chair began by discussing his course of action regarding the MHPCTL during the off week (sending out a memo and moving forward with recommendations). The proponents agreed to make changes but the Committee will not be reviewing it again. The Chair made this decision in order to get MHPCTL to the SCC meeting next Wednesday (November 4, 2015).
   - Lindsey outlined concerns over the differing levels of detail which exists between the MHPCTL Calendar language and its program proposal (regarding laddering). Concerns over granting the certificate and laddering it into the MA program were voiced. The Committee agrees that it will continue to work with proponents to find a resolution that is in line with proper admissions policy and if exceptions will/can be made.
   - The Chair recommended to the Committee that clearer policy bet set out on behalf of the GCC in order to avoid "reputational damage". Any new policy created should bring certainty to the planning process for programs. It should outline that the majority of detail-specific review is done by GCC for SCC and if GCC's responsibilities are rushed, the majority of the review work will fall to the SCC.
   - Discussion arose regarding what consequences the Committee could face if it decided not to approve proposals – The Chair outlined that personal, reputational, and professional pressure/complaints are a real consequence of holding up or being seen as holding up proposals. The GCC's goal is to avoid reputational damage to individuals and the Committee as a whole.
   - Concerns were raised over credibility of the Committee should proposals be pushed through by other forces at higher levels in the University.
   - The decision was made for the GCC to create a consultation report for the MSDS program and, moving forward to have SCC review the consult as part of their regular meeting duties.
   - Moving forward, the Committee has requested a formal discussion of the future of Committee responsibilities and the role that it will play in the larger Senate Curriculum approval process.

4. **Resubmitted Proposals**
   N/A
5. **Held-Over Proposals**

Faculty of Commerce and Business Administration	
Submitted by Kin Lo	
BAEN 506 (3) **Action: Held Over x2**	BAEN 507(1.5) Deletion **Action: Held Over**

Faculty of Education	
Submitted by Michael Marker/Christine Wallsworth	
EDST 545 (3) **Action: Held Over x2** EDST 546 (3) **Action: Held Over x2**	

6. **New Proposals**

Faculty of Science	
Submitted by Patrice Belleville and Bruce Dunham	
Master of Science in Data Science **Action: Approved, proposal moving forward with Committee Consult** **-**Lindsey Kovacevic confirmed that the program will be administered by G+PS. As the process moves forward with Senate, the Provost/G+PS will determine administrative structure for the program. The program is being administered by G+PS for now, but this will likely change in the future. **-**The Committee recommends changing the acronym of the program to MScDS for formal credential and input into calendar. **-**Concerns were raised over the program completion time being 10 months of fulltime academic study. The Academic Calendar currently dictates that a Master's program must be the equivalent of 12 months of full-time study. Moving forward, G+PS will consult and discuss with Dean Susan Porter on recommended course of action. **-**The Committee recommends using the standard Academic Calendar language in place of the sentence starting with "In addition to completion…" on pg 12 of the proposal. -The Committee recommends clarifying the use of the term "block" in the last paragraph on pg 12 of the proposal. -In the table on Page 13, the Committee noted concerns over the cells in the lower left and right that detail A B C D according to the days of the week. The Committee requested some clarification on the meaning of A-D in the cells on this table. -For some courses, labs do not appear to be optional. The Committee has requested clarification that it will be	-

necessary to take labs in order to be successful in the overall course, even if labs are not graded. The Committee has requested additional written content to highlight how lab participation is an important component of the course despite not being directly graded. See Pg 14.

-On pg 16, the sentence that starts with "Given the unique nature of the 1-credit." appears to be in conflict with a statement in the Curriculum Consult provided by Dr. Kin Lo that some of these courses would be made available to Sauder. Please address this discrepancy.

-In the 2-column Curriculum Change form, under Proposed Calendar language, please include some information immediately under the "Program Requirements" heading noting that this program consists of 30 credits **including a 6-credit capstone course.**

New Course Code: DSCI
Action: Approved, proposal moving forward with Committee Consult

General Comments about Course Syllabi:
-The Committee recognized that all of the course syllabi followed a similar format. As a result, the suggestions below can be applied to all course syllabi.
-Please note, the general changes have been noted in the first course syllabus as comments, and are not repeated for subsequent course syllabi. The annotated program proposal has been provided to the proponents for their reference.
-Please ensure that the Faculty approval Date is included in the header on all 2-column Curriculum Change forms.
-The Committee suggested including a summary of course information at the top of each syllabus (credits, contact hours, and the "block" that the course is delivered). This will make it easier to read and understand the syllabus upon initial review.
-In courses where Peer Review is a component under Student Assessment, -it should be clear that the instructors are

grading the peer reviews and that the students are not grading each other. It may also be useful to include a rubric for how the 10% grade is broken down. It was suggested that the rubric/additional information could be included in an appendix.

-In courses where Exams are a component of Student Assessment, please provide more detail on the general format of exams. It was recommended that an extra line be included describing the format as essay, short answer, multiple choice, etc.

-Under the Statement of Academic Integrity, please fix the error near the end of the statement which identifies the Advisory Committee on Student Discipline as the "Advisory Committee all Student Discipline." Please also replace "should" with "must" in the fourth sentence of the statement.

DSCI 511 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 512 (1)
Action: Approved, proposal moving forward with Committee Consult
-In the 2-column Curriculum Change form, under rationale it states "This is the second course in the programming sequence." Please provide more information about programming sequence and how that differs from a block.

DSCI 513 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 521 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 522 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 523 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 524 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 525 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 531 (1)
Action: Approved, proposal moving forward with Committee Consult
-The Introduction in the syllabus provides much clearer language than the 2-column Curriculum Change form rationale section. Please consider using components of the Introduction statement in syllabus to strengthen the course rationale.

DSCI 532 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 541 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 542 (1)
Action: Approved, proposal moving forward with Committee Consult
-In the Rationale section of the 2-column Curriculum Change form, please include information about argumentation as it has been reflected in the course title and Introduction section of the course syllabus.

DSCI 551 (1)
Action: Approved, proposal moving forward with Committee Consult
-In the Rationale section of the 2-column Curriculum Change form please rephrase "up to speed" to be more in line with typical Calendar language. The Committee suggested "covering fundamentals".

DSCI 552 (1)
Action: Approved, proposal moving forward with Committee Consult

DSCI 553 (1)

Action: Approved, proposal moving forward with Committee Consult - In the Rationale section of the 2-column Curriculum Change form please consider removing the last sentence as it discusses advantages of particular approaches which generally do not fit into a rationale statement. DSCI 554 (1) **Action: Approved, proposal moving forward with Committee Consult** -Here again, the Introduction in the syllabus provides much clearer language than the 2-column Curriculum Change form rationale section. Please consider using components of the Introduction statement in syllabus to strengthen the course rationale. DSCI 561 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 562 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 563 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 571 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 572 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 573 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 574 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 575 (1) **Action: Approved, proposal moving forward with Committee Consult** DSCI 591 (6)	

Action: Approved, proposal moving forward with Committee Consult -The Introduction of the Syllabus notes that "Students will work in groups of 2-4…" The Committee would like to know if these groups are self-selected or chosen by the instructor. Please also provide information in the "Student Assessment" section on whether grades will be for the group or individual. -Under the "Organization of the Course" section in the Syllabus, the Committee recommended including information on each point regarding when pieces of the Capstone are due. -In the Student Assessment section of the Syllabus, under the "proposal" heading, please provide additional details on the required components of the proposal portion of the Capstone project.	

Faculty of Land and Food Systems Submitted by George Kennedy	
MFRE Calendar Language **Action: Held Over** -	
	FRE 503 (3) Course deletion) **Action: Held Over** -
FRE 504 (1.5) **Action: Held Over** -	
FRE 505 (1.5) **Action: Held Over** -	
FRE 517 (1.5) **Action: Held Over** -	
FRE 518 (1.5) **Action: Held Over** -	
FRE 523 (1.5) **Action: Held Over** -	
FRE 524 (1.5) **Action: Held Over** -	FRE 525 (3) (Course deletion) **Action: Held Over** -
FRE 526 (1.5) **Action: Held Over** -	
FRE 527 (1.5) **Action: Held Over** - FRE 529 (1.5)	

Action: Held Over - FRE 530 (1.5) **Action: Held Over** - FRE 541 (1.5) **Action: Held Over** -	 FRE 540 (3) (Course deletion) **Action: Held Over** -

Faculty of Commerce and Business Administration Submitted by Kin Lo	
Master of Business Analytics **Action: Held Over** - BABS 505 (1.5) **Action: Held Over** - BABS 506 (1.5) **Action: Held Over** - BABS 507 (1.5) **Action: Held Over** - BAIT 507 (1.5) **Action: Held Over** - BAIT 508 (1.5) **Action: Held Over** - BAIT 509 (1.5) **Action: Held Over** - BAMA 509 (1.5) **Action: Held Over** - BAMA 511 (1.5) **Action: Held Over** - BAMA 516 (1.5) **Action: Held Over** - BAMA 517 (1.5) **Action: Held Over** BAMS 503 (1.5) **Action: Held Over** - BAMS 504 (1.5) **Action: Held Over** -	BABS 502 (1.5) **Action: Held Over** - BAMS 502 (1.5) **Action: Held Over** - BAMS 506 (1.5) **Action: Held Over** - BAMS 508 (1.5)

BAMS 517 (1.5)
Action:
 	
-
BAMS 521 (1.5)
   Action: **Action: Held Over**
 	
   -
	Action: Held Over
	-

7. **Category 2 Proposals (Online Review)**

Faculty of Applied Science Submitted by Wendy Hall	

	Calendar Language Updates:
	   Program Overview Language
	   M.H.L.P. in S.C. Info and Redirect
	   MSN Program Requirements
	   MPH/MSN Program Requirements
	   PhD Program Requirements
	   - **Action: Approved**
	Course Updates:
	   NURS 505 (3) Deletion
	   - **Action: Approved**
	   NURS 549 (3)
	   - **Action: Approved**
	   NURS 552 (3)
	   - **Action: Approved**
	   NURS 553 (3) Deletion
	   - **Action: Approved**
	   NURS 554 (3)
	   Action: Approved
	   -Prerequisites are being changed completely (no overlap between the old courses and the new ones), but rationale does not discuss this at all. Recommend rationale address this.
	   - **Action: Approved**
	   NURS 556 (3) Deletion
	   - **Action: Approved**
	   NURS 581 (3)
	   - **Action: Approved**
	   NURS 599 (9)
	   - **Action: Approved**

Faculty of Land and Food Systems Submitted by Christine Scaman	
	LFS 502 (3) - **Action: Approved**

Faculty of Arts Submitted by Tom Scholte	
	GERM 500 (3/6) **Action: Approved**

	-Recommend removal of the term "Introduction to" as this is not common terminology for grad courses. GERM 501 (3/6) -**Action: Approved** GERM 502 (3) Deletion **-Action: Approved** GERM 503 (3) Deletion **-Action: Approved** GERM 505 (3) - **Action: Approved** GERM 506 (3) - **Action: Approved** GERM 521 (3) - **Action: Approved** GERM 522 (3) - **Action: Approved** GERM 531 (3/6) - **Action: Approved** GERM 533 (3) Deletion - **Action: Approved** GERM 534 (3) Deletion - **Action: Approved**

Faculty of Arts	
Submitted by Tom Scholte	
	PSYC 508 (3-12) **Action:Approved** **-**Please note, the type of action states that the change in credits is from 3 to 3-12d, but original credit specification was 3/6. Further to that, we recommend clarifying the rationale as it talks about 2 sections – How do 2 sections need 3-12? Would the original 3/6 not be the appropriate fit if there are only two sections? PSYC 513 (3-12) **Action: Approved** -We recommend clarifying the rationale for PSYC 513 as well, as it mirrors PSYC 508. Ie. Why two sections require 3-12 and cannot be 3/6 PSYC 529 (3-12) - **Action: Approved** - We recommend clarifying the rationale for PSYC 529 as well, as it mirrors PSYC 508. Ie. Why two sections require 3-12 and cannot be 3/6

	PSYC 571 (3-12) **-Action: Approved**

Faculty of Medicine Submitted by Heather Cheadle	
PATH 549 (18) **Action: Approved**	

8. **Adjournment of Meeting**

9. **Next meeting: 9:00 AM, November 20th, 2015, Room 203 of the Graduate Student Centre**

*Curriculum proposal in a program not administered by the Faculty of Graduate and Postdoctoral Studies.