

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Meeting
April 15th, 2016 9:00 – 11:00am
Venue: Room 203, Graduate Student Centre, 6371 Crescent Road

Present: John Church, Norm Hutchinson, Justin Holme (minutes), Kyle McCleery, Ron Reid, Clive Roberts (Chair), Susie Stephenson, Kin Lo

Regrets: Natalie Marshall, Vivien Measday, Max Read, Aaron Bailey, Edmond Cretu, Tom Scholte,

1. Adoption of Agenda

-Approved

2. Minutes of April 8th Meeting – Not available

-No minutes this week

3. Business Arising

-The Committee Chair informs the Committee that he would like attach a short consult document to each new program proposal moving forward to the SCC meeting. These will include consults for the GCOMPT, MEL in HPB/SGES, and MHLPE in CE. The consult documents will outline the key concerns that the GCC had during the review process.

4. New Program Proposals

Faculty of Applied Science Submitted by Judith Lynman	
<p>Master of Health Leadership and Policy in Clinical Education*</p> <p>Action: Approved with revisions. Proposal to be forwarded to the SCC with a consultation document.</p> <p>-The Committee Chair has written a consult document that will be provided to the proponents and SCC prior to review at the SCC meeting.</p> <p>-The Committee notes that Graduate students in a related graduate program expressed a concern that the use of existing courses (that are part of the MSN) for the new MHLPE, could impact their ability to enroll in these courses. This may or may not be a concern; this is a budget and resource issue. The Committee would like to make the proponents aware of this issue and ask if they see this as a potential problem moving forward.</p> <p>-The Committee asks the proponents to review the proposal for the consistent use of effective session dates. If you are looking to offer this program in January 2017 the proper effective session date</p>	

would be 2016 W.

- The Committee recommends the proponents complete program consults with SPPH, MEDI, and EDUC, CHES (Centre for Health Education and Scholarship) within the faculty of MEDI.
- The table of contents does not match the document. See 2.9 not existing in the table of contents, but existing later in the document. Also section 2.8.4 comes after 2.9.
- The Committee asks that the proposal be reviewed for consistency and appropriate section headings – as tied to the table of contents.
- The Committee raised concerns over the programs distribution of work per term - 12 credits in term 1, 7.5 credits in term 2, 10.5 credits in term 3. The Committee encourages the proponents to more evenly distribute course work throughout the program.
- Proposal page 35 - The proposal makes reference to fieldwork and co-op education experiences, but no details are provided. It is not clear to the Committee if these are really intended to be part of the program.
- The Committee feels that consultations with clinical practice partner organizations in addition to Vancouver Coastal Health should be considered.
- The Committee would like the proponents to know that BCIT has a certificate program in Health Care Management (undergraduate certificate) that is very well subscribed. There is no mention of this in the proposal.
- Please ensure the NURS 540/504 changes have all been made.
- The Committee notes that the budgetary impact form is still awaiting submission.

NURS 531 (3)

**Action: Approved with revisions.
Proposal to be forwarded to the SCC
with a consultation document.**

- The Committee recommends providing a more detailed section related to assessment and grading prior to delivering this course to students.
- The inclusion of a table that breaks

<p>down the assignments and their grades is encouraged.</p> <p>-The Committee encourages the proponents to refine the learning objectives section to ensure that each objective is a clearly defined outcome.</p> <p>-2017 W start date? Should be 2016 W?</p> <p>-The Committee recommends that appropriate percentage breakdown of grades be included in the assessment section of the syllabi.</p> <p>-The Committee notes some confusion in the course schedule as week 13 does not appear to be necessary.</p>	
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Faculty of Commerce and Business Administration Submitted by Kin Lo	
Professional Master of Business Administration* Action: Hold for next meeting	

5. Category 1 Proposals

Faculty of Commerce and Business Administration Submitted by Kin Lo	
BAMA 505 (3) Action: Hold for next meeting	

Faculty of Commerce and Business Administration Submitted by Kin Lo	
BAHR 516 (3) Action: Hold for next meeting	

Faculty of Commerce and Business Administration Submitted by Kin Lo	
BA 535 (0) Action: Hold for next meeting	

Faculty of Commerce and Applied Science Submitted by Theresa Juba	
LARC 595 (3) Course Creation	

Action: Hold for next meeting	
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Faculty of Commerce and Applied Science Submitted by Theresa Juba	
ARCH 551 (3) Course Creation Action: Hold for next meeting	

Faculty of Dentistry Submitted by Maire Skelly	
DENT 769 (3) Course Creation Action: Hold for next meeting	

6. Category 2 Proposals (Online Review only)

Faculty of Arts Submitted by Lois Nightingale	
CNRS 500(3-6) Action: Approved	

Faculty of Applied Science Submitted by Theresa Juba	
Update Calendar Language Action: Approved	
Edit ARCH 504/505 Course Names Action: Approved	

7. Adjournment of Meeting

8. Next meeting: 9:00 AM, April 15th, 2016 Room 203 of the Graduate Student Centre

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