

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Meeting
January 27, 2017

Present: Norm Hutchinson, Kin Lo,, Kyle McCleery, Anne Phelan, Max Read, Ron Reid, Andrew Riseman, Clive Roberts (Chair), Paola Portaro (Minutes)

Regrets:, Tom Scholte, Vincent Duronio, Ljiljana Biukovic, Edmond Cretu, Ruth Hobbs, Resha Sabti (student)

1. **Adoption of Agenda:** Approved

2. **Minutes of January 13, 2017 Meeting:** Approved

3. **Business Arising:**

- GCC Meeting moved to April 21st, 2017 - confirmed
- The Master of Computational Linguistics proposal has been removed from the Jan 30th, 2017 SCC agenda, as the requested consultation with Computer Science is still missing

4. **Category 1 Proposals**

Faculty of Commerce Submitted by Kin Lo
<p>COMM 655 (3) – create new course Action: Hold. Please review recommendations on the word document and send edited, tracked file back to graduate.curriculum@ubc.ca</p> <p>The committee has provided a number of suggestions below. Also, a number of recommendations have been added to the document (please see word file with tracked comments)</p> <ul style="list-style-type: none">- The syllabus could use a section for objectives- The syllabus could also use a rubric or guideline to explain the participation grade, specifically how the 20% will be allocated- The committee suggests reviewing the first and second paper requirements as the guidelines seem too broad and need additional explanation, especially the first one “summarizing 2-4 papers that are not on the syllabus”, please expand. As this is a course that is being taught, it may be that the instructor has a more detailed outline of the assessment of the “deliverable papers” that could be included- Observation: please note that no other graduate level courses in Commerce include a course description in the Academic Calendar- If you wish a description after the title, this is fine

Faculty of Arts
Submitted by Lois Nightingale

ASIA 591 (3) – create new course

Action: Approved with recommendations

- A number of suggestions have been added to the document (please see word file with tracked comments)
- We observed that ASIA 570 “Approaches to Asian Literature”, has a different title in the Academic Calendar. Please normalize this situation as soon as possible
- Also, we observed that ASIA 570 doesn’t show as a required course in the Calendar. Please present a Category 2 proposal to have this normalized

ASIA 592 (3) – create new course

Action: Hold. Please review recommendations on the word document and send edited, tracked file back to graduate.curriculum@ubc.ca

The committee has provided a number of suggestions below. Also, a number of recommendations have been added to the document (please see word file with tracked comments)

- GCC suggests to include the course time and meetings per week at the beginning of the syllabus as it might be beneficial to students
- The Committee thinks that the scope of the course, as presented, doesn’t correspond to a 3 credit course (typically 39 hours of instruction). Please reassess before using this syllabus
- The way the course is presented seems to be geared toward students in any discipline, not necessarily specific to Asian Studies. This course might add value for Asian Studies students but is not explicit in the syllabus
- This course seems to be structured as a seminar with students having to put together a portfolio
- Learning outcomes are fine but we recommend rephrasing in terms of skills/tasks that students will be able to /required to do as part of the course
- From a student point of view, this course should be included in the program requirements rather than for additional credit
- Could you please review course numbers and names to be sure they match the Academic Calendar for this program. Also, please make sure that courses required for graduate students are listed as obligatory in the Academic Calendar
- We observed that ASIA 570 “Approaches to Asian Literature” has a different title in the Academic Calendar. Please normalize this situation as soon as possible
- Also, we observed that ASIA 570 doesn’t show as a required course in the Calendar. Please present a Category 2 proposal have this fixed
- If the faculty doesn’t have a course number for pilot courses you might want to consider creating such a course number (for example ASIA 580)

THTR 555 (3) – create new course

Action: Approved with recommendations

- GCC suggests to include the course time and meetings per week at the beginning of the syllabus as it might be beneficial to students
- GCC recommends that you designate a required math course as pre-requisite for this course (concepts of algebra and trigonometry)

THTR 556 (3) - create new course

Action: Approved with recommendations

- GCC suggests to include the course time and meetings per week at the beginning of the syllabus as it might be beneficial to students

Faculty of Applied Science

Submitted by Cate Palmer

PLAN 553 (3) – course creation

Action: Hold for revision. Please review recommendations on the word document and send edited, tracked file back to graduate.curriculum@ubc.ca

- Please review and rewrite the course syllabus and be more specific on the type of law that you are referring to
- Could students take the same course in the Faculty of Law?
- Suggestion to use “Law in indigenous communities” instead of “Indigenous Law”
- Please clarify the course title
- The committee suggests changing the word used in the learning outcomes. Rather than “understanding”, “being equipped with” or “being introduced to”, we suggest the learning outcomes be guided by the assessment process used to establish student abilities or demonstrate skills, at the end of the course
- Please provide more information regarding the course assignments

PLAN 591 (3) – course creation

Action: Approved with recommendations

- The Committee has reservations about assessment scheme. We strongly recommend that the instructor establishes the evaluation criteria and runs the course according to these criteria for a couple years before opening it up to more flexibility (as a pilot)
- The committee thinks that brief examples of the kind of problems that could be reviewed in the course would be helpful to students

5. Category 2 Proposals

Faculty of Commerce

Submitted by Kin Lo

BAFI 502 (1.5) – change course name and update pre-requisites

BAFI 507 (1.5) - update course pre-requisites

BAFI 511 (1.5) - update course pre-requisites

BAFI 513 (1.5) - update course pre-requisites

BAFI 514 (1.5) - update course pre-requisites

BAFI 516 (1.5) - update course pre-requisites

BAFI 520 (1.5) - update course pre-requisites

BAFI 530 (1.5) - update course pre-requisites

BAFI 532 (1.5) - update course pre-requisites

BASM 501 (1.5) - update course pre-requisites

Action: Approved

Faculty of Arts

Submitted by Lois Nightingale

GPP 590 (6) – update credit value, course name and course description

Action: Approved

Faculty of Applied Science

Submitted by Cate Palmer

PLAN 590 (3) – update course title, course description and credit value

Action: Approved, after the Chair reviewed the old and new syllabus documents

PLAN 595 (3) – update course title

Action: Action: Approved, after the Chair reviewed the old and new syllabus documents

Faculty of Medicine

Submitted by Patricia Mortenson

Master of Rehabilitation Science – change program requirements

Action: Approved

Next meeting: February 10, 2017 (Online)