

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Meeting
January 12, 2018

Present: Stelvio Bandiera, Edmond Cretu, Christina Hendricks, Norm Hutchinson, Kyle McCleery, Clive Roberts, Meghan Sorensen, Lily Takeuchi (Student); Paola Portaro (Minutes)

Absent: Max Read; Andrew Riseman; Vincent Duronio; Kin Lo

1. **Adoption of Agenda: Approved**
2. **Minutes of December 1, 2017 Meeting: Approved**
3. **Category 1 Proposals**

Faculty of Science Submitted by Norm Hutchinson
<p>Master of Data Science – add Computational Linguistics option and update Calendar accordingly. Add Computational Linguistics faculty</p> <ul style="list-style-type: none">• We suggest adding a line in the Calendar that students opting for the Computational Linguistics option, should do this at the time of application to the MDS program. Also, there should be a note that students opting for the Computational Linguistics might be expected to have some background in Linguistics. (in Admissions section)• We suggest to add a paragraph to clarify that the Faculty of Science and the Faculty of Arts will each be responsible for their own courses in this program <p>Action: Approved with recommendations</p>

Faculty of Arts (related to MDS – Computational Linguistics option) Submitted by Lois Nightingale
<p>COLX – new course code creation Action: Approved</p> <p>COLX 521 (1) –new course creation COLX 523 (1) – new course creation COLX 525 (1) –new course creation COLX 527 (1) – new course creation COLX 531 (1) – new course creation COLX 533 (1) –new course creation COLX 535 (1) – new course creation COLX 561 (1) –new course creation COLX 563 (1) – new course creation COLX 565 (1) –new course creation COLX 581 (1) –new course creation</p>

COLX 585 (1) –new course creation

COLX 595 (6) –new course creation

- It would be greatly appreciated if you could expand the rationale (with a simple explanation of main objectives) for each of these new courses -on the course change form as it will be helpful when presenting the new courses to the Senate Curriculum Committee, and at Senate (this form is reviewed by Senate members). Currently, the descriptions are difficult for the non-expert to understand.
- Due to the Computational Linguistics option structure and the course pre-requisites, have you considered how students that missed a course (for example, because of illness), could make up for this and continue with the program?

Action: Approved with recommendation. Please send back to graduate.curriculum@ubc.ca

**Faculty of Arts
Submitted by Lois Nightingale**

POLI 567 (3/6) – new course creation

- Chair of Arts Curriculum will follow-up with the course instructor regarding a paragraph in the course syllabus that might affect copyrights

Action: Approved

**Faculty of Education
Submitted by Anke Shi**

ETEC 523 (3) – new course creation

- Please confirm the suggested course description
- Please remember to update the grading system in the course syllabus, and use those set by the University Senate
(<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=3,42,96,0>)

Action: Approved with recommendation. Please review and send back to graduate.curriculum@ubc.ca

ETEC 524 (3) – new course creation

- Please confirm the suggested course description

Action: Approved with recommendation. Please review and send back to graduate.curriculum@ubc.ca

VRHC 513 (3) – new course creation

- What program/degree is this course for? This should appear on the rationale side of the calendar change form. Is this a required or optional course within the program? An outline of the background, experience of the students, and 'fit' of this course within the program would make this proposal easier to review and potentially support
- Course description: would it be more appropriate to use “case management” instead of “clinical management”? Would it be possible to replace this in the course Calendar description?
- The committee was uncomfortable with the amount of responsibility apparently placed on students, for them to find a suitable company/organization to visit, interview and analyze. The committee also had concerns about consequences for the student of not being able to find a suitable company/organization to analyze
- For some of the assignments, students need to request sensitive data from the companies they will be working with (like salary range and company culture), that could be potentially damaging for the company. Are students provided with some knowledge on how to protect the privacy of interviewees/company? What ethical concerns are you considering as part of the course?
- Will students receive some support on how to find the candidate entities where they will be performing their assignments?
- We suggest that students inform the course instructor about the company and employee that they will be working with
- It seems optimistic that students will randomly call companies and will be provided with sensitive company information
- Please expand the Course Content/Overview section in the course syllabus. What are students will be doing in each of the different modules? Also, could you please provide some time indication for each section? (for example, a schedule)

Action: Held – please review and send back to graduate.curriculum@ubc.ca

**Faculty of Commerce
Submitted by Kin Lo**

BAEN 548 (1.5) - new course creation

Action: Carried over to next meeting

BAEN 549 (1.5) - new course creation

Action: Carried over to next meeting

BAFI 519 (1.5) - new course creation

Action: Carried over to next meeting

BAHR 517 (1.5) - new course creation

Action: Carried over to next meeting

BASM 510 (1.5) - new course creation

Action: Carried over to next meeting

4. Resubmitted Proposals

Faculty of Medicine Submitted by Eric Jan
<p>(from Dec 1, 2017 GCC meeting)</p> <p>BIOC 551 (1.5) – update course title and course number (Cat 2) BIOC 552 (1.5) – new course creation BIOC 553 (1.5) – new course creation BIOC 554 (1.5) – new course creation BIOC 555 (1.5) – new course creation BIOC 556 (1.5) – update course number, credit value and Calendar description (Cat 2) BIOC 557 (1.5) – new course creation BIOC 558 (1.5) – new course creation BIOC 559 (1.5) – new course creation BIOC 560 (1.5) – new course creation</p> <ul style="list-style-type: none">• The committee supported the proposals in principle, recognizing that this proposal allows more flexibility in delivering course content that is already in the program(s).• The committee would like to make a strong recommendation that Biochemistry reviews its grading procedures for these courses, as delivered, to ensure that grades are given in an objective way that is fair to all students. In particular, assigning marks for participation in class discussion requires a rubric that is clear to students and gives them formative feedback during the course, so that students in danger of a low mark in this area have some opportunity to change their behaviour and improve performance and grade <p>Action: Approved with recommendations</p>

5. Category 2 Proposals (from Dec 1, 2017 GCC Meeting)

Faculty of Applied Science Submitted by Kia Brus
<p>(from Dec 1, 2017 GCC meeting)</p> <p>EECE 512 (3) – update course title</p> <ul style="list-style-type: none">• Is this still a topics course, or does it have a fixed syllabus from year to year?• Suggest to use “ Topics in Cybersecurity” <p>Action: Approved with recommendation. Please confirm course title and send back to graduate.curriculum@ubc.ca</p> <p>EECE 589 (3) – update course title and remove Calendar description</p> <p>Action: Approved</p> <p>MECH 563 (3) – update Calendar description</p> <ul style="list-style-type: none">• Please verify the list of credit-excluded courses <p>Action: Approved with recommendation. Please confirm information and send back to graduate.curriculum@ubc.ca</p>

Master of Engineering Leadership in Advanced Materials Manufacturing – update Admission Requirements

Master of Engineering Leadership in Clean Energy Engineering – update Admissions requirements

Master of Engineering Leadership in Dependable Software Systems – update Admissions requirements

Master of Engineering Leadership in Green BioProducts – update Admissions requirements

Master of Engineering Leadership in High Performance Buildings – update Admissions requirements

Master of Engineering Leadership in Integrated Water Management – update Admissions requirements

Master of Engineering Leadership in Naval Architecture and Marine Engineering – update Admissions requirements

Master of Engineering Leadership in Smart Grid Energy Systems – update Admissions requirements

Master of Engineering Leadership in Urban Systems – update Admissions requirements

Master of Health Leadership and Policy in Clinical Education – update Admissions requirements

Master of Health Leadership and Policy in Senior Care – update Admissions requirements

- Please review document with tracked comments

Action: Approved with recommendations. Please review and send back to graduate.curriculum@ubc.ca

Master of Engineering Leadership in Advanced Materials Manufacturing - add policy on transfer credit

Master of Engineering Leadership in Clean Energy Engineering- add policy on transfer credit

Master of Engineering Leadership in Dependable Software Systems- add policy on transfer credit

Master of Engineering Leadership in Green BioProducts- add policy on transfer credit

Master of Engineering Leadership in High Performance Buildings- add policy on transfer credit

Master of Engineering Leadership in Integrated Water Management- add policy on transfer credit

Master of Engineering Leadership in Naval Architecture and Marine Engineering- add policy on transfer credit

Master of Engineering Leadership in Smart Grid Energy Systems- add policy on transfer credit

Master of Engineering Leadership in Urban Systems- add policy on transfer credit

Master of Health Leadership and Policy in Clinical Education- add policy on transfer credit

Master of Health Leadership and Policy in Senior Care- add policy on transfer credit

- Please confirm where in the Calendar you would like the transfer paragraph to be added
- The committee noted a number of typos in names of programs. Please verify that the appropriate program names and abbreviations are used. Please see document with tracked comments

Action: Approved with recommendations. Please review and send back to graduate.curriculum@ubc.ca

Master of Engineering - update Calendar entry and admissions requirements. Remove Engineering and Public Policy Specialization. Add two hyperlinks

Action: Approved

APPP 506 (1-6) d – update credit value

Action: Approved

**Faculty of Forestry
Submitted by Chiara Longhi**

(from Dec 1, 2017 GCC meeting)

FRST 508 (3) – update course title and Calendar description

Action: Approved

**Faculty of Land and Food Systems
Submitted by Estelle Li**

(from Dec 1, 2017 GCC meeting)

Master of Land and Water Systems – update Admissions and Program Requirement Calendar language. Eliminate concentration options

- Please review the tracked comments in the proposal

Action: Approved with recommendations. Please submit the revised version back to the

graduate.curriculum@ubc.ca

LWS 510 (3) – update Calendar description

- Please review the tracked comments in the proposal.

Action: Approved with recommendation. Please confirm the course description and send revised proposal back to graduate.curriculum@ubc.ca

LWS 548 (6) – update Calendar description

Action: Approved

LWS 550 (3) – update Calendar description

- Please review the tracked comments in the proposal

Action: Approved with recommendations. Please submit the revised version back to the graduate.curriculum@ubc.ca

LWS 501 (3) – update Calendar description

Action: Approved

SOIL 501 (3) – add Calendar description

Action: Approved

LWS 515 (3) – update course title and Calendar description

Action: Approved

SOIL 515 (3) – update course title and Calendar description

Action: Approved

SOIL 516 (3) – update Calendar description

Action: Approved

SOIL 520 (3) – update Calendar description

Action: Approved

SOIL 518 (3) – update Calendar description

Action: Approved

SOIL 517 (3) – update Calendar description and add course equivalency

Action: Approved

SOIL 510 – delete course

Action: Approved

SOIL 548 (6) - delete course

Action: Approved

SOIL 550 (3) – delete course

Action: Approved

ANSC 549 (12/18) c – delete course

Action: Approved

ANSC 649 (0) c – delete course

Action: Approved

**Faculty of Education
Submitted by Anke Shi**

(from Dec 1, 2017 GCC meeting)

EDST 571 (3) – update credit value

Action: Approved

MA Educational Studies, Master of Arts – update Calendar

Action: Approved

6. Category 2 Proposals

**Faculty of Medicine
Submitted by Lorienne Jenstad/ Charlyn Black**

Audiology & Speech Sciences – add part-time PhD option

Action: Approved

Population and Public Health – add part-time PhD option

Action: Approved

**Faculty of Arts
Submitted by Lois Nightingale**

RELG 500 (3-12) d – update credit value

RELG 502 (3-12) d – update credit value

RELG 503 – (3-12) d - update credit value

RELG 514 – (3-12) d - update credit value

- Will every instance be independent? Also, do Ph.D. students really need credit for these courses? What are the course requirements for the Ph.D. in RELG?

Action: Approved

Political Science – update Calendar language

Action: Approved

CLST 503 (3/6) – delete course
CLST 504 (3/6) - delete course
CLST 505 (3/6) - delete course
CLST 506 (3/6) - delete course
CLST 508 (3/6) - delete course
CLST 509 (3/6) - delete course
CLST 510 (3/6) - delete course
CLST 514 (3/6) - delete course
CLST 516 (3/6) - delete course
CLST 517 (3/6) - delete course

- Please note that the Calendar entry for Archeology (<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,197,282,60#1353>) mentions the CLST 503, 504, 505, 506, 508, 509, 510 and 514 courses. You need to submit a Cat 2 to remove these courses from this Calendar entry

Action: Approved with recommendation

GREK 521 (3/6) c - delete course

Action: Approved

GREK 530 (3/6) d - delete course

Action: Approved

LATN 521 (3/6) - delete course

Action: Approved

LATN 530(3/6) - delete course

Action: Approved

RELG 631 (6/12) - delete course

Action: Approved

Next GCC Meeting: January 26, 2018