

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Meeting
October 26, 2018

Present: Patricia Badir, Edmond Cretu, Cay Holbrook, Catherine Rawn, Max Read, Andrew Riseman, Lauren Small, Warren Williams, Jenn Fletcher (minutes)

Regrets: Vince Duronio, Karin Mickelson, Kin Lo, Lily Takeuchi

1. **Adoption of Agenda:** Adopted
2. **Minutes of September 28, 2018 Meeting:** Approved
3. **Resubmitted Proposal – Category 1**

Faculty of Forestry Submitted by Cindy Prescott
<p>CONS 505 (3) – New course</p> <ul style="list-style-type: none">• Learning objectives seem to be rather low level. These should be revised to reflect the higher order thinking expected in a graduate-level course.• The Committee is still unclear which course and evaluation components are unique to the undergraduate-level course, which are unique to the graduate-level course, and which are shared. Revise the syllabus to discuss only components included in the graduate-level course; remove course and evaluation components unique to the undergraduate-level course.• The Committee recommends giving some additional thought to how the grading for the course ties to the learning components. For example, 40% of the term paper grade is based on ease of reading. Is communication and writing learning objectives for the course? If so, there should be communication-related learning objectives listed.• Since the guest lecturers are likely to change from year to year, specific names should be removed or it should be made clear that these are examples.• Please see additional recommendations in the annotated proposal. <p>Action: Held</p>

4. **New Proposals – Category 1**

Faculty of Medicine Submitted by Wynne Leung / Lena Kang
<p>PCTH 503 (4) – New course</p> <ul style="list-style-type: none">• Clarify why this is being presented as a single 4-credit course and not 5 1-credit courses. The Committee felt there would be advantages to offering each module as a separate course: it would allow students to take more than 3 modules if desired, students' transcripts would better reflect the course work completed, and it would allow for an easier understanding of the work

undertaken by individual students.

- Include information about how the overall course grade will be calculated. Will the overall grade be the average of the 3 modules or will another weighting scheme be used?
- Can the learning objectives for each module be revised to state whether theoretical and/or practical learning objectives are desired (for example: understand a particular method vs. be able to carry out that method)? The Committee also recommends that you consider expressing these outcomes in terms that don't appear rudimentary (phrases such as "students will understand", "will have an overview", "will be introduced" can read as too basic for graduate level classes. You might try terms like "engage with", "critique", "compare". "evaluate"). Finally, the overall learning objectives for the course should then bring together the individual modules into a cohesive whole.
- The evaluation criteria should be tied to the learning objectives for each module and the course as a whole. If there are grading rubrics outlining the criteria to be used for grading, these should be clearly laid out.
- Consider making the compulsory module Module 1. This may help to prioritize the module and your department's emphasis of these topics.
- Under duration on the first page of the syllabus it states that each module will be 16 hours. This is inconsistent with the detailed outline for some of the modules (for example, modules 1 and 3 seem to have 15 hours).
- A recommended reading list should be added.
- Add contact information for the course and module directors.

Action: Held

**Faculty of Arts
Submitted by Heidi May**

ECON 622 (3) – New course

Action: Approved

GEOG 575 (1-3) d – New course

- Some members of the Committee raised concerns that the absence of a grading rubric or breakdown of the weighting for the various assessment components could make course instructors vulnerable if students who fail the course launch appeals. Consider including this information, as well as information about what "active participation" will look like in this course.

Action: Approved

5. New Proposals – Category 2

**Faculty of Medicine
Submitted by Wynne Leung / Lena Kang**

Pharmacology and Therapeutics – Revise MA and PhD program requirements

- This proposal includes the addition of PCTH 503, a new course proposal held

by the committee. It should be reviewed in light of any changes made to the PCTH 503 new course proposal and the two proposals resubmitted concurrently.

Action: Held

**Faculty of Arts
Submitted by Heidi May**

- The Senate Office informed the committee that the statement “This course is not eligible for Credit/D/Fail grading” is added automatically by the system and thus cannot be removed from the course descriptions for graduate-level courses. References to deleting this line will be removed from the relevant proposals listed below.

ASIA 502 (3/6) – Remove course equivalency

Action: Approved

FREN 501 (3/6) c – Revise course name

Action: Approved

FREN 502 (3/6) c – Revise course name

Action: Approved

FREN 503 (3/6) d – Revise course name

Action: Approved

FREN 506 (3/6) d – Revise course name

Action: Approved

FREN 509 (3/6) d – Revise course name

Action: Approved

FREN 510 (3/6) d – Revise course name

- This title change seemed substantive to some members of the committee. Confirm whether the content of the course has changed significantly. If it has not then the committee approves the change. If the title change reflects a significant change in course content, the proposal must be submitted as a Category 1 change (see [Senate Curriculum Guidelines](#)).

Action: Approved pending clarification from proponent

FREN 514 (3/6) d – Revise course name

Action: Approved

FREN 515 (3) – Revise course name

Action: Approved

FREN 520 (3-6) d – Revise course name

Action: Approved

FREN 521 (3/6) d – Revise course name

Action: Approved

FREN 519 (3/6) d – Revise course name, credit value determination

Action: Approved

FREN 504 (3/6) d – Delete course

Action: Approved

FREN 505 (3/6) d – Delete course

Action: Approved

FREN 508 (3/6) d – Delete course

Action: Approved

FREN 548 (3) – Delete course

Action: Approved

SPAN 501 (3/6) d – Revise course name

Action: Approved

French – Revise MA program requirements

Action: Approved

Hispanic Studies – Revise MA program requirements, add part-time PhD option

- Change “candidacy exam” to “comprehensive exam” to be consistent with [Calendar requirements](#) for doctoral students.
- Under PhD program requirements, consider linking to the PhD program page directly (see annotated proposal).
- Clarify whether the required 24 credits of course work for the MA must be taken from courses numbered 500 and above.

Action: Approved with recommendations

6. Okanagan Senate Policies O-127 & O-128 & Senate Curriculum Committee discussions

- Chair asked those Faculties with graduate-level certificates who wished to be involved in the working group exploring updating UBC-V’s policies on certificates and diplomas to let her know.

Next Meeting: Friday, November 9, 2018 at 11:00am