

**MINUTES**  
**Faculty of Graduate and Postdoctoral Studies**  
**Graduate Curriculum Committee Meeting**  
**March 22, 2019**

**Present:** Patricia Badir, Edmond Cretu, Cay Holbrook, Kin Lo, Kyle McCleery, Karin Mickelson, Catherine Rawn, Max Read, Lily Takeuchi, Warren Williams, Jenn Fletcher (minutes)

**Regrets:** Vince Duronio, Andrew Riseman

1. **Adoption of Agenda:** Adopted
2. **Minutes of February 25, 2019 Meeting:** Approved
3. **Business Arising:** Proposal to change KIN 599 (12) to KIN 599 (12/18) c has been approved and submitted to the Senate Office.
4. **New Proposals – New Programs**

**Faculty of Land and Food Systems**  
**Submitted by Virginia Frankian / Christine Scaman**

**Graduate Certificate in Aquaculture – Create new program**

- Two additional pieces of information are required:
  1. Program-level learning outcomes
  2. Schedule showing how the 7 courses will be spread out over the term
- More information about how the proponents decided which units to approach for consultations is requested. A consultation with the Institute for the Oceans and Fisheries is underway and the Faculty of Science and Sauder School of Business were consulted for individual courses. A consultation with the First Nations House of Learning has been requested by the Committee for AQUA 505. Were there additional, informal consultations during the development of this proposal?
- See additional recommendations in the proposal document.
- See additional comments on the proposed courses below.
- The Committee would like to review the entire proposal package again when a revised version is ready.

**Action:** Held

**AQUA – Create new course code**

- Held pending approval of the program and seven courses.

**Action:** Held

**AQUA 501 (3) – Create new course**

- The Committee would like to see more information about how individual grades will be assigned for the group project, which is a substantial component of students' grades in the course. Will there be self and/or peer assessment involved so team members can assess their relative contributions to the project? The rubric provided (specifically the section on Teamwork) suggests this is the case, but it is not made explicit.
- See additional friendly recommendations in the proposal document.

**Action:** Held

**AQUA 502 (3)** – Create new course

- See friendly recommendations in the proposal document.

**Action:** Held

**AQUA 503 (3)** – Create new course

- See friendly recommendation and query in the proposal document.

**Action:** Held

**AQUA 504 (3)** – Create new course

- See friendly query in the proposal document.

**Action:** Held

**AQUA 505 (3)** – Create new course

- The laddering information in the rationale should be removed since the master's degree does not exist and laddering would need to be approved.
- Given that one of the learning objectives includes reference to First Nations issues, the Committee requests a consultation with the First Nations House of Learning.
- See additional friendly recommendations in the proposal document.

**Action:** Held

**AQUA 506 (3)** – Create new course

- See friendly recommendation in the proposal document.

**Action:** Held

**AQUA 507 (3)** – Create new course

- As with AQUA 501, the Committee would like to see more information about how individual grades will be assigned for the group project.
- See additional friendly recommendations in the proposal document.

**Action:** Held

**5. New Proposals – Category 1**

**Faculty of Commerce and Business Administration  
Submitted by Jennica Hanna / Kin Lo**

**MBA - New career track for Technology and Analytics Leadership (TAL)**

**Action:** Held over pending full review of the entire proposal package

General feedback for all course proposals:

- Warren reported that Science recently received a consultation request. The Department of Computer Science would like to have a conversation with the proponents about several of the courses.
- The rationales provided in the Change to Course or Program forms do not offer any information about why these specific courses are important for the program. Additional information about the motivation for creating the individual courses would be helpful for the Committee.
- Friendly recommendation: The policy on late assignments in the course syllabi seems restrictive since it focuses only on medical reasons. The Faculty/program may wish to reconsider this policy.

**BAEN 581 (1.5 – 3.0) d** – Create new course

- See friendly recommendations in the proposal document.

**Action:** Held over pending review of the entire proposal package

**BAIT 515 (1.5)** – Create new course

- Department of Computer Science has requested a conversation with the proponents about this course.
- See friendly recommendations in the proposal document.

**Action:** Held over pending review of the entire proposal package

**BAIT 516 (1.5)** – Create new course

- An expanded rationale providing a clear motivation for creating this course is required.
- Members of the Committee would also like to see detailed learning objectives for the proposed course.

**Action:** Held over pending review of the entire proposal package

**BAIT 517 (1.5)** – Create new course

- Department of Computer Science has requested a conversation with the proponents about this course.
- An expanded rationale providing a clear motivation for creating this course is required.
- Members of the Committee would also like to see detailed learning objectives for the proposed course.

**Action:** Held over pending review of the entire proposal package

**BAIT 518 (1.5)** – Create new course

**Action:** Held Over

**BAIT 519 (1.5)** – Create new course

**Action:** Held Over

**BAIT 523 (1.5)** – Create new course

**Action:** Held Over

**BAIT 551 (1.5)** – Create new course

**Action:** Held Over

**BAMA 520 (1.5)** – Create new course

**Action:** Held Over

**BAMA 521 (1.5)** – Create new course

**Action:** Held Over

**Master of Business Administration** – Update Calendar entry

**Action:** Held Over

**Faculty of Science**

**Submitted by Nancy Cook / Warren Williams**

**Mathematics** – Delete MA degree

**Action:** Held Over

**Mathematics** – Add part-time PhD option

**Action:** Held Over

**Faculty of Education**  
**Submitted by Jennie Ramstad**

**LLED 521 (3)** – Create new course

**Action:** Held Over

**ETEC 552 (3)** – Create new course

**Action:** Held Over

**6. New Proposals – Category 2**

**Faculty of Science**  
**Submitted by Nancy Cook / Warren Williams**

**Astronomy** – Change PhD program requirements

**Action:** Held Over

**Astronomy** – Change MSc program requirements

**Action:** Held Over

**Physics** – Change PhD program requirements

**Action:** Held Over

**Physics** – Change MSc program requirements

**Action:** Held Over

**EOSC 529 (3)** – Revise title and description, remove prerequisite

**Action:** Held Over

**Faculty of Arts**  
**Submitted by Heidi May / Catherine Rawn**

**CLST 518 (3/6)** – Change credit value and course title

**Action:** Held Over

**CLST 519 (3/6)** – Change credit value and course title

**Action:** Held Over

**7. Other Business**

- Given the number of proposals awaiting review by the Committee, Patsy proposed adding a meeting before the next scheduled meeting on April 12<sup>th</sup>. March 29<sup>th</sup> was the date decided. The agenda is to include only proposals held over from this meeting. Jenn will book a room and email the details to the Committee.

**Next Meeting: Friday, March 29, 2019**