

**MINUTES**  
**Faculty of Graduate and Postdoctoral Studies**  
**Graduate Curriculum Committee Meeting**  
**March 29, 2019**

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

**Regrets:** Vince Duronio, Kyle McCleery

1. **Adoption of Agenda:** Adopted
2. **Minutes of March 22, 2019 Meeting**
3. **Held Over Proposals – Category 1**

| <b>Faculty of Commerce and Business Administration</b><br><b>Submitted by Jessica Hanna / Kin Lo</b>   |
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| <p><b>MBA - New career track for Technology and Analytics Leadership (TAL)</b></p> <ul style="list-style-type: none"><li>• More detailed rationales are required in the Change to Course or Program forms. This can be addressed by adding information from the course descriptions in the syllabi to the rationales in the 2-column form.</li><li>• More detailed learning objectives are required in the course proposals for BAIT 515, BAIT 516, BAIT 517.</li><li>• Revised versions to be reviewed by the Chair on behalf of the Committee.</li></ul> <p><b>Action:</b> Approved with revisions</p> <p>General feedback:</p> <ul style="list-style-type: none"><li>• The Committee praised the Faculty of Science for their rapid response to the consultation request and the Sauder School of Business for their prompt response to the feedback provided.</li><li>• 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.</li></ul> <p><b>BAEN 581 (1.5 – 3.0) d – Create new course</b></p> <ul style="list-style-type: none"><li>• See friendly recommendations in the proposal document.</li></ul> <p><b>Action:</b> Approved pending revisions to the TAL proposal package</p> <p><b>BAIT 515 (1.5) – Create new course</b></p> <ul style="list-style-type: none"><li>• Learning objectives should be revised to reflect the level of learning expected of students in the course. Catherine provided some verb suggestions (see annotated proposal document).</li><li>• See additional friendly recommendations in the proposal document.</li></ul> <p><b>Action:</b> Approved pending revisions to the TAL proposal package</p> <p><b>BAIT 516 (1.5) – Create new course</b></p> <ul style="list-style-type: none"><li>• More detailed and specific learning objectives are required.</li></ul> <p><b>Action:</b> Approved pending revisions to the TAL proposal package</p> |

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

- More detailed and specific learning objectives are required.

**Action:** Approved pending revisions to the TAL proposal package

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

- The course prerequisite should be added to the Calendar entry.

**Action:** Approved pending revisions to the TAL proposal package

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

- Make the course title consistent in the Calendar consistent with the one in the sample syllabus.

**Action:** Approved pending revisions to the TAL proposal package

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

- See friendly recommendations in the proposal document.

**Action:** Approved pending revisions to the TAL proposal package

**BA 515 (1.5) – Create new course** (*Note:* Course code changed from BAIT 551 to BA 515)

- See friendly recommendations in the proposal document.

**Action:** Approved pending revisions to the TAL proposal package

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

**Action:** Approved pending revisions to the TAL proposal package

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

- See friendly recommendations in the proposal document.

**Action:** Approved pending revisions to the TAL proposal package

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

- Rationale must be expanded to provide an explanation for the changes that are being introduced, including the addition of the TAL career track and the deletion of the Sauder Preparation.
- Under program requirements, consider adding information about the course options available to students. It is not clear from the proposed wording which courses students are required to take or where they can find that information.
- Revised version to be reviewed by the Chair on behalf of the Committee.

**Action:** Approved with revisions

**Faculty of Science**

**Submitted by Nancy Cook / Warren Williams**

**Mathematics – Delete MA degree**

**Action:** Approved

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

**Action:** Approved

**Faculty of Education**

**Submitted by Jennie Ramstad**

**LLED 521 (3)** – Create new course

- Catherine noted that she sent this to the Associate Dean, Faculty of Arts for an informal consultation.
- The rationale states that this course has already been offered. Clarify whether this was through a Special Topics course or in some other way.
- Expanding the rationale to include information provided under Course Description in the syllabus would help to clarify the motivation for the course. This has been proposed to the proponents and they are amenable to this change.
- See additional friendly recommendations in the proposal document.

**Action:** Approved

**ETEC 552 (3)** – Create new course

- Recommend a “for information” consultation with the Faculty of Arts, Learning Technologies Hub, and CTLT.
- More information on the grading of the hands-on assignments is required.
- Revised version to be reviewed by the Chair on behalf of the Committee.

**Action:** Approved

**4. Held Over Proposals – Category 2**

**Faculty of Science**

**Submitted by Nancy Cook / Warren Williams**

**Astronomy** – Change PhD program requirements

**Action:** Approved

**Astronomy** – Change MSc program requirements

- The proposed change also requires changing the credit value of the thesis course, ASTR 549, from 12 credits to 18 credits. The Chair will approve this change on behalf of the Committee once a proposal is approved by the Faculty of Science.

**Action:** Approved

**Physics** – Change PhD program requirements

**Action:** Approved

**Physics** – Change MSc program requirements

- The proposed change also requires changing the credit value of the thesis course, PHYS 549, from 12 credits to 18 credits. The Chair will approve this change on behalf of the Committee once a proposal is approved by the Faculty of Science.

**Action:** Approved

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

**Action:** Approved

**Faculty of Arts**

**Submitted by Heidi May / Catherine Rawn**

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

**Action:** Approved

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

**Action:** Approved

**Next Meeting: Friday, April 12, 2019**