

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Meeting
April 17, 2020

Present: Edmond Cretu, Anthony Grzegorzewski, Kin Lo, Karin Mickelson, Max Read, Anne Phelan, Catherine Rawn, Andrew Riseman, Warren Williams, Jenn Fletcher (minutes)

Regrets: Charlyn Black, Norm Hutchinson, Megha Kalia

1. **Adoption of Agenda:** Adopted
2. **Minutes of April 3, 2020 Meeting:** Approved
3. **Business Arising:** None
4. **New Proposals – Category 1**

Faculty of Applied Science Submitted by Aletta Mendonca / Carol Jaeger
<p>CHBE 505 (3) – Create new course</p> <ul style="list-style-type: none">• Inclusion of specific learning objectives was appreciated.• Many learning outcomes begin with “understand”, which is difficult to assess and may not convey depth of learning expected of students. Fourth learning objective does not flow from the sentence stem. Learning objectives must be revised.• Require additional information about the assessments and about how they connect to the learning objectives.• Rationale should be expanded.• Review of revised proposal delegated to the Chair. <p>Action: Held</p>
<p>MECH 524 (4) – Create new course</p> <ul style="list-style-type: none">• Since the two versions of the courses will be identical, they should be listed as equivalent in the Calendar entry.• Versions of course cannot be listed as credit exclusions so references to MECH 550C/575A must be removed from the proposed Calendar entry.• Explicit learning objectives for the course are required.• Additional information about the assessments are required, specifically a description of the term project along with broad criteria for grading. An example of a potential assignment would also be helpful.• Consultation from EECE mentions a one time concession to allow MECH to teach this course. What is meant by this? <p>Action: Held</p>
<p>EECE 524 (4) – Create new course</p> <ul style="list-style-type: none">• Same as for MECH 524 above. <p>Action: Held</p>
<p>MECH 525 (4) – Create new course</p> <ul style="list-style-type: none">• Since the two versions of the courses will be identical, they should be listed as equivalent in the Calendar entry.

- Versions of course cannot be listed as credit exclusions so references to 550E/575B must be removed from the proposed Calendar entry.
- A set of learning objectives for the course is required.
- Additional information about the assignments is required. Should include a description of what the assignments are, the criteria that will be used for grading those assignments, and information about how they link to the learning objectives for the course.
- Language regarding deadlines seems harsh and the committee asks the proponents to reconsider their stance on this.
- Consultation from EECE mentions a one time concession to allow MECH to teach this course. What is meant by this?

Action: Held

EECE 525 (4) – Create new course

- Same as for MECH 525 above.

Action: Held

MECH 595 (3) – Create new course

- Committee expressed appreciation for the detailed and well-constructed set of learning outcomes.
- Who is the intended audience for this course? Rationale mentions it is aimed at undergraduate students. Will it be open to graduate students as well? Will graduate students be required to take the undergraduate co-requisite?
- Should there be a credit exclusion for MECH 498?
- Program must be aware that undergraduate students cannot register directly for graduate-level courses. Approval from G+PS will be required for each registration.
- Program must be aware and must ensure their students are aware that credits counted toward the undergraduate degree, even if graduate-level, cannot be counted again toward a graduate degree. Thus, not all undergraduate students who take this proposed course would be able to later count it toward a graduate degree.
- Clarification regarding the difference(s) between this course and the undergraduate version is requested.
- Additional information about the assignments, especially the journal article, is requested.

Action: Held

MEL in Advanced Materials Manufacturing – Add part-time option

- Add “experience” after “...is a degree for professionals who have relevant industry.”

Action: Approved

MEL in Clean Energy Engineering – Add part-time option

- Add “experience” after “...is a degree for professionals who have relevant industry.”

Action: Approved

MEL in Dependable Software Systems – Add part-time option

- Add “experience” after “...is a degree for professionals who have relevant industry.”

Action: Approved

MEL in High Performance Buildings – Add part-time option

- Add “experience” after “...is a degree for professionals who have relevant industry.”

Action: Approved

MEL in Naval Architecture and Marine Engineering – Add part-time option

- Add “experience” after “...is a degree for professionals who have relevant industry.”

Action: Approved

MEL in Sustainable Process Engineering – Add part-time option

- Add “experience” after “...is a degree for professionals who have relevant industry.”

Action: Approved

MHLP in Clinical Education – Add part-time option

Action: Approved

MHLP in Seniors Care – Add part-time option

Action: Approved

5. New Proposals – Category 2

**Faculty of Applied Science
Submitted by Aletta Mendonca / Carol Jaeger**

BMEG 556 (3) – Add credit exclusion

- Clarification is required regarding why are there 3 courses with identical learning objectives and descriptions. How can a second year undergraduate course and a graduate-level course have identical learning objectives?

Action: Held

Chemical and Biological Engineering – Update program overview, PhD admission requirements, and MASc and MSc program requirements

- Friendly recommendation: Consider revising the MASc and MSc program requirements to address the remaining 6 credits.

Action: Approved

CIVL 506 (2) – Increase credit value, change title and description

Action: Approved

CIVL 575 (2) – Increase credit value

Action: Approved

MEL in Advanced Materials Manufacturing – Change admission and program requirements

- Clear, detailed rationale provided for the changes to the MEL and MHLP proposals was appreciated.
- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MEL in Clean Energy Engineering – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MEL in Dependable Software Systems – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MEL in High Performance Buildings – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MEL in High Performance Buildings – Change program requirements

Action: Approved

MEL in Integrated Water Management – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MEL in Naval Architecture and Marine Engineering – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MEL in Naval Architecture and Marine Engineering – Change program requirements

Action: Approved

MEL in Sustainable Process Engineering – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MEL in Urban Systems – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MHLP in Clinical Education – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language

proficiency.

- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

MHLP in Seniors Care – Change admission and program requirements

- Under Admission Requirements: English should be changed to English language proficiency.
- Friendly recommendation: Consider providing clarity regarding what is meant by “maturity” and “fit”.

Action: Approved

Next Meeting: Friday, May 15, 2020