

**MINUTES**  
**Faculty of Graduate and Postdoctoral Studies**  
**Graduate Curriculum Committee Meeting**  
**November 19, 2021**

**Present:** Jolanta Aleksejuniene, Charlyn Black, JoAndrea Hoegg, Norm Hutchinson, Jessica Iverson, Bradley Menard, Anne Phelan, Max Read, Andrew Riseman, Robert Sindelar, Yuran Zhang, Jenn Fletcher (minutes)

**Regrets:** Edmond Cretu, Catherine Rawn

**1. Adoption of Agenda:** Adopted

**2. Minutes of November 5, 2021 Meeting:** Approved

**3. Business Arising**

- Members who would be willing to serve as vice chair were asked to reach out to Norm or Jenn.
- Norm reported at all proposals previously approved by GCC and submitted to SCC and Senate for review were approved at the most recent meetings.

**4. New Proposals – Category 1**

<b>Faculty of Applied Science</b> <b>Submitted by Elyssa Gadanidis / Carol Jaeger</b>
<p><b>IWME 506 (4) – Create new course</b></p> <ul style="list-style-type: none"><li>• Calendar course description is wordy, repetitive of the title, and it must be pared down to the essentials.</li><li>• Friendly recommendations:<ul style="list-style-type: none"><li>○ Fix the font spacing issues in first page.</li><li>○ All learning objectives begin with “understand” which puts a low-level veneer on what students are expected to learn through the course. Recommend removing those verbs and getting to the more in depth learning communicated later on in each of the outcomes.</li><li>○ Criteria for grading should be added for each of the assessments.</li><li>○ A capstone project is normally integrative but there is no mention in the proposal of how this course/project brings things together. Recommend making mention of this somewhere in the syllabus.</li></ul></li></ul> <p><b>Action:</b> Approved</p> <p><b>EECE 568 (3) – Create new course</b></p> <ul style="list-style-type: none"><li>• Effective session must be clarified.</li><li>• Friendly recommendations:<ul style="list-style-type: none"><li>○ Supplemental material provided for GCC review should be integrated into the syllabus for students.</li><li>○ Grading criteria should be added for the assessments.</li></ul></li></ul> <p><b>Action:</b> Approved</p>

<b>Faculty of Science</b> <b>Submitted by Nancy Cook / Norm Hutchinson</b>
<p><b>CHEM 588 (3-6) d – Create new course</b></p> <ul style="list-style-type: none"><li>• Vector is included in the syllabus but not the Calendar description. Norm confirmed it</li></ul>

<p>should be removed from the syllabus.</p> <ul style="list-style-type: none"><li>• Assessment criteria for assignments and project should really have been included and should be added to the syllabus before offering the course to students.</li></ul> <p><b>Action:</b> Approved</p> <p><b>RES 509 (3)</b> – Create new course <b>Action:</b> Approved</p> <p><b>ZOOL 509 (3)</b> – Create new course <b>Action:</b> Approved</p>
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**5. New Proposals – Category 2**

<p style="text-align: center;"><b>Faculty of Science</b> <b>Submitted by Nancy Cook / Norm Hutchinson</b></p>
<p><b>MATH 550 (3)</b> – Delete prerequisites</p> <ul style="list-style-type: none"><li>• Given the cross-listing with an undergraduate-level course, a credit exclusion should probably be added to Science’s list in the Calendar.</li></ul> <p><b>Action:</b> Approved</p>

**Next Meeting: Friday, December 10, 2021**