

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Meeting
September 9, 2022

Present: Atul Aravindakshan, Jolanta Aleksejuniene, Charlyn Black, Edmond Cretu, Patrick Culbert, Norm Hutchinson, Jessica Iverson, Karin Mickelson, Andrew Riseman, Max Read, Elicia Salzberg, Robert Sindelar, Jenn Fletcher (minutes)

Regrets: Catherine Rawn

1. **Adoption of Agenda:** Adopted
2. **Welcome and Introductions**
3. **Minutes of June 27, 2022 Meeting:** Approved
4. **Business Arising:** None
5. **Resubmitted Proposals**

Faculty of Forestry Submitted by Patrick Culbert
<p>For all FOPE new course proposals:</p> <ul style="list-style-type: none">• Proponents should be aware that all prerequisites will be hard checked when Workday is implemented. If that is not the intention here then these should be revised.
<p>FOPE 510 (3) – Create new course</p> <ul style="list-style-type: none">• Introduction to learning outcomes should be revised to bring it into alignment with the more advanced learning outcomes.• There's one reference to the case study being worth 25% that should be changed to reflect the new 40% weighting. <p>Action: Approved</p>
<p>FOPE 511 (3) – Create new course</p> <ul style="list-style-type: none">• Syllabus still contains many spelling errors.• Request for additional information about criteria for grading of assignments has not been adequately addressed.• Learning objectives are so much more robust and instructor should now think about whether the proposed assessments still align with the learning objectives for the course. Are students being evaluated at the same high level? Proponents should add information about how the assessments map onto the learning outcomes to make those links clearer.• Revised proposal to be reviewed by Norm. <p>Action: Held</p>
<p>FOPE 512 (3) – Create new course</p> <ul style="list-style-type: none">• Spelling and grammatical errors were introduced during the revisions process. Syllabus requires a thorough proofreading before it goes out to students. <p>Action: Approved</p>

FOPE 513 (3) – Create new course

- Learning objective 4: perhaps provide recommendations on their *evaluations of the costs and benefits*?
- Instructor is encouraged to think more about alignment between course’s learning objectives and the assignments and criteria on which students are graded in the course.
- Learning Approach & Activities: should it be “experiential learning”?
- Assessment Overview: should the “(1)” beside Participation in the live sessions be “(4)”?
- Second sentence in Participation grading section is confusing and should be revised for clarity.

Action: Approved

FOPE 514 (3) – Create new course

- Request for additional information about criteria for grading of assignments has not been adequately addressed.
- Learning objectives are so much more robust and instructor should now think about whether the proposed assessments still align with the learning objectives for the course. Are students being evaluated at the same high level? Proponents should add information about how the assessments map onto the learning outcomes to make those links clearer.
- Capitalize Indigenous, watch for use of First Nations vs. Indigenous.
- Friendly: Presentation with assignments scattered throughout the schedule made it awkward and hard to find the information.
- Revised proposal to be reviewed by Norm.

Action: Held

Graduate Certificate in Forest Management and Conservation – Add elective course options

- Held pending approval of the FOPE 511 and FOPE 514 new course proposals

Action: Held

6. New Proposals – Category 1

**Faculty of Medicine
Submitted by Tara Chapman**

Graduate Certificate in Global Surgical Care – Change to a pass/fail grading for students admitted 23W or later

- When submitting these proposals to the Senate Office, Jenn will add note for Senate Office staff summarizing the change that needs to happen.

Action: Approved

Master of Global Surgical Care – Change to a pass/fail grading for students admitted 23W or later

Action: Approved

SURG 510 (3) – Change to pass/fail grading for students admitted 23W or later

Action: Approved

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SURG 514 (3) – Change to pass/fail grading for students admitted 23W or later

Action: Approved

SURG 516 (3) – Change to pass/fail grading for students admitted 23W or later

Action: Approved

SURG 517 (3) – Change to pass/fail grading for students admitted 23W or later

Action: Approved

SURG 518 (3) – Change to pass/fail grading for students admitted 23W or later

Action: Approved

SURG 542 (3) – Change to pass/fail grading for students admitted 23W or later

Action: Approved

SURG 560 (3) – Change to pass/fail grading for students admitted 23W or later

Action: Approved

Master of Occupational Therapy – Add information about Fraser campus

- “Fraser Valley Campus” is proposed in one place and “Fraser Campus” in another. The name for this site must be clarified and used consistently.
- Jenn will consult with Bradley regarding the campus language.
- Revised proposal to be reviewed by Norm.

Action: Held

RHSC 519 (3) – Create new course

- Calendar course description must be pared down.
- Registration restriction must be clarified and moved to the course description.
- A set of high-level learning objectives must be pulled out from the content and schedule and presented separately.
- Explicit links between assessments and learning objectives are required.
- Use of “recovering” when describing the quizzes is unusual and should be revised for clarity.
- Revised proposal to be reviewed by Norm.

Action: Held

WACH 505 (3) – Create new course

- Calendar description must be pared down.
- Current Rationale should be replaced with a rationale for the creation of this course.
- Evaluation criteria must be added for the assignments.
- Clarify whether the review paper is to be completed individually or in groups.
- Why does Women+ and Children get capitalized throughout?
- Revised proposal to be reviewed by Norm.

Action: Held

7. New Proposals – Category 2

Graduate Certificate in High Performance Coaching and Technical Leadership – Change program requirements

Action: Approved

Master of High Performance Coaching and Technical Leadership – Change program requirements

Action: Approved

**Faculty of Medicine
Submitted by Tara Chapman**

MEDG 570 (3) – Change credit value, change to pass/fail grading

- Rationale for pass/fail grading change must be added.

Action: Approved

MEDG 575 (10) – Change to pass/fail grading

Action: Approved

WACH 503 (3) – Delete co-requisites

Action: Approved

**Sauder School of Business
Submitted by Elicia Salzberg**

COMM 604 (3) – Change course number and title

- When was this last offered? If relatively recently then a credit exclusion would be appropriate.

Action: Approved / Held

COMM 605 (3) – Change course number and title

- When was this last offered? If relatively recently then a credit exclusion would be appropriate.

Action: Approved / Held

COMM 609 (3) – Delete course

Action: Approved

COMM 691 (3) – Change course title

Action: Approved

COMM 692 (3) – Change course title

Action: Approved

COMM 693 (3) – Change course number and title

- When was this last offered? If relatively recently then a credit exclusion would be appropriate.

Action: Approved

COMM 695 (3) – Change course number

- When was this last offered? If relatively recently then a credit exclusion would be

appropriate.

Action: Approved

COMM 696 (3) – Change course title

Action: Approved

8. IRP Student Update

- Jess provided an update on curriculum timelines around the IRP implementation. Committee members were alerted to the <https://senate.ubc.ca/senate-irp-transition/> website where they can find more detailed information and deadlines.
- Jess also provided an introduction to the course validation exercise that is now underway and links to the memo and website where additional details are available.

Next Meeting: Friday, September 23, 2022