

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Meeting
January 12, 2024

Present: Jolanta Aleksejuniene, Murray Carlson, Norm Hutchinson, Hedy Law, Bradley Menard, Anne Phelan, Max Read, Andrew Riseman, Jenn Fletcher (minutes)

Regrets: Edmond Cretu, Patrick Culbert, Robert Sindelar

1. **Adoption of Agenda:** Adopted
2. **Minutes of November 24, 2023 Meeting:** Approved
3. **Business Arising:** None
4. **New Proposals – New Programs**

Faculty of Arts Submitted by Hedy Law / Heidi May
<p>Graduate Certificate in Migration Studies – Create new program</p> <ul style="list-style-type: none">• In the Calendar entry under Program Requirements, change to “However, if a student has already completed ALL certificate requirements...”• Friendly recommendation: Program is encouraged to develop some internal criteria for deciding which courses are included in the list of approved courses so this is transparent to students. <p>Action: Approved</p> <p>ASTU 505 (1) – Create new course</p> <ul style="list-style-type: none">• Move “Pass/Fail” to the end of the Calendar description.• Some members expressed concerns around the proposed assessments and the proponents were encouraged to think about how students on the border for pass/fail will be approached and supported and how the actions taken will be documented in case a student ever appeals their grade. <p>Action: Approved</p>

Faculty of Medicine Submitted by Laura Gillis
<p>Master of Global Health – Create new program</p> <ul style="list-style-type: none">• Committee expressed appreciation for the clarity of writing and level of detail in the proposal.• Standard wording about part-time registration should be added to the Admission Requirements section in the Calendar entry. <p>Action: Approved</p> <p>MGH – Create new course code Action: Approved</p> <p>MGH 501 (3) – Create new course</p>

- GH should be expanded to Global Health in the Calendar description.
- Registration restriction for this and all of the following courses should be revised to clarify which specific courses might be open to students outside of the MGH program.

Action: Approved

MGH 502 (3) – Create new course

Action: Approved

MGH 503 (3) – Create new course

Action: Approved

MGH 504 (3) – Create new course

Action: Approved

MGH 505 (3) – Create new course

- Friendly recommendation: Ensure grading criteria or a grading rubric is added for the final syllabus to ensure the grading is transparent to students.

Action: Approved

MGH 506 (3) – Create new course

Action: Approved

MGH 507 (3) – Create new course

Action: Approved

MGH 508 (3) – Create new course

Action: Approved

MGH 509 (3) – Create new course

- Friendly note: Committee members noted that many of the case studies that would help students to contextualize and see applications of the principles discussed are included in the optional reading list.

Action: Approved

MGH 510 (6) – Create new course

Action: Approved

5. New Proposals – Category 1

**Faculty of Applied Science
Submitted by Carol Jaeger**

CIVL 560 (3) – Create new course

- Learning objectives 3, 4, and 5 under Apply and Analyze use “realize”, which will be challenging to measure. These should be revised. Proponents should consider using the usual learning objective stem “By the end of this course, students will be able to”.
- Assessment criteria must be added for the term project. The committee members found the Additional Information for Curriculum Committee included in the CIVL 567 proposal to be quite helpful for understanding the assignment grading and encourage the proponents for this course to include similar information in this proposal as well.

- Norm to review revised proposal on behalf of the committee.

Action: Held

CIVL 567 (3) – Create new course

- Learning objectives are weak for a graduate course and must be revised.
- Friendly recommendation: Committee appreciated the program’s steps to integrate context and culture into the course. They are encouraged to build upon these efforts and work toward more fully addressing UBC’s EDI goals and the Indigenous Strategic Plan, paying additional attention to the language used in the syllabus, encouraging students to be more reflexive when approaching these topics, and creating space in the course for students to explore how and why things are done in various settings.
- Norm to review revised proposal on behalf of the committee.

Action: Held

MINE 545 (3) – Create new course

- Department Head’s signature is missing from the Budgetary Impact form and must be added.
- The proposed syllabus included a course description under Calendar Entry that was not included in the proposed Calendar entry. The proponents should be aware this description will not be included in the Calendar entry based on the current proposal.

Action: Approved

**Faculty of Arts
Submitted by Hedy Law / Heidi May**

ASIA 553 (3-9) – Create new course

- The committee noted and discussed the concerns raised in the Library consult. Since the issues raised should really be discussed at a higher level, they will ask that the Library consultation be included in the SCC package so the discussion can be continued through that committee.

Action: Approved

Master of Music – Create Historical Performance Practice specialization

- For transparency, a statement that MMus specializations appear on students’ transcripts and not parchments should be added to the Calendar entry.

Action: Approved

6. New Proposals – Category 2

**Faculty of Applied Science
Submitted by Carol Jaeger**

CHBE 502 (3) – Add credit exclusion

Action: Approved

CHBE 551 (3) – Update credit exclusion wording

Action: Approved

CHBE 573 (3) – Update credit exclusion wording

Action: Approved

CHBE 587 (3) – Delete prerequisites and equivalency, update credit exclusion

Action: Approved

ELEC 584 (3-6) – Update credit value, add prerequisite

Action: Approved

MECH 570 (1-12) – Update course title

Action: Approved

**Faculty of Arts
Submitted by Hedy Law / Heidi May**

CRWR 530 (3) – Change to pass/fail grading

Action: Approved

Graduate Certificate in Migration Studies – Add to Arts program list

Action: Approved

Master of Library and Information Studies – Update co-op eligibility information

Action: Approved

**Faculty of Land and Food Systems
Submitted by Sandra Brown / Virginia Frankian**

Master of Food and Resource Economics – Update program requirements

- Effective date must be 24W

Action: Approved

Master of Food Science – Update program requirements

- Effective date must be 24W

Action: Approved

Master of Management dual degree program – Update program requirements

Action: Approved

Next Meeting: Friday, January 26, 2024