

MINUTES
Faculty of Graduate and Postdoctoral Studies
Graduate Curriculum Committee Email Meeting
January 10, 2025

Present: Jolanta Aleksejuniene, Patrick Culbert, Norm Hutchinson (chair), Jessica Iverson, Hedy Law, Tonje Molyneux, Anne Phelan, Max Read, John Ries, Andrew Riseman, Jenn Fletcher (minutes)

- 1. Adoption of Agenda:** Adopted
- 2. Minutes of November 29, 2024 Meeting:** Approved
- 3. New Proposals – Category 1**

Faculty of Applied Science Submitted by Carol Jaeger
<p>EECE_V 572 (3) – Create new course</p> <ul style="list-style-type: none">• Learning objectives must be raised to a level appropriate for graduate study.• Criteria for grading are required.• Assessments should be linked to learning objectives.• Friendly recommendations and enquiries:<ul style="list-style-type: none">○ Course seems to be all about graphs. Should the word graph appear in the title?○ ‘Final’ project seems to describe ongoing work in the course. Might a renaming be appropriate?○ While several textbooks are listed none are required. Does this mean that the texts are supplementary to other required readings? If so, what are those required readings? Suggest providing these to students upfront.• Revised proposal to be reviewed by Norm. <p>Action: Held</p>

Sauder School of Business Submitted by Elicia Salzberg
<p>BA_V 570 (1.5) – Create new course</p> <ul style="list-style-type: none">• Friendly:<ul style="list-style-type: none">○ Learning objectives are written as course activities rather than true learning objectives. Consider revising these to flow from the typical stem “by the end of this course students will be able to...” Consider also replacing the verb “understand” with one that is more easily measurable.○ Assessments should be linked to learning objectives. <p>Action: Approved</p> <p>BAIT_V 529 (1.5) – Create new course</p> <ul style="list-style-type: none">• Friendly:<ul style="list-style-type: none">○ Consider revising leaning objectives using the verb “understand” to indicate more measurable outcomes.○ Assessments should be linked to learning objectives. <p>Action: Approved</p>

<p align="center">Faculty of Forestry Submitted by Patrick Culbert</p>
<p>BEST_V 502 (3) – Create new course</p> <ul style="list-style-type: none"> Friendly: <ul style="list-style-type: none"> Grading criteria for assessments must be provided to students. Rubrics are referenced in the syllabus but have not been provided. Are there any units at UBC that might be interested in this new course? <p>Action: Approved</p> <p>FRST_V 509 (3) – Create new course</p> <ul style="list-style-type: none"> Credit value must be added to title and “_V” added to prerequisites. Budget form lists FRST 506 instead of FRST 509. Friendly: <ul style="list-style-type: none"> Consider revising learning objectives using the verb “be aware of”. Assessments should be linked to learning objectives. <p>Action: Approved with revisions</p> <p>FRST_V 561 (3) – Create new course</p> <ul style="list-style-type: none"> Friendly: Grading criteria for assessments must be provided to students. <p>Action: Approved</p>

4. New Proposals – Category 2

<p align="center">Faculty of Applied Science Submitted by Carol Jaeger</p>
<p>MECH_V 581 (3) – Change title and description, add equivalency</p> <ul style="list-style-type: none"> Graduate/undergraduate course equivalencies are no longer appropriate given the new equivalency definition brought about by the introduction of Workday. “_V” must be added to credit exclusions. <p>Action: Approved with revisions</p>

<p align="center">Sauder School of Business Submitted by Elicia Salzberg</p>
<p>BA_V 504 (3-4) – Change credit value</p> <ul style="list-style-type: none"> Rationale must clarify why this is to be a variable credit course. The rationale currently states the course will be 2.5 credits moving forward. Revised proposal to be reviewed by Norm. <p>Action: Held</p> <p>Master of Business Administration – Change program requirements</p> <p>Action: Approved</p>

<p>Faculty of Arts Submitted by Hedy Law / Heidi May</p>
<p>ARST_V 596 (3) – Delete description, add prerequisites Action: Approved</p> <p>ARTH_V 550 (3) – Change credit value Action: Approved</p> <p>CCST_V 503 (9) – Change credit value, title, description</p> <ul style="list-style-type: none"> • Add a statement clarifying that no change in course content will accompany the course split. <p>Action: Approved with revision</p> <p>CCST_V 504 (3) – Create course Action: Approved</p> <p>LIBR_V 596 (3) – Add prerequisites Action: Approved</p> <p>MA in Art History, Critical and Curatorial Studies – Update program requirements Action: Approved</p> <p>MA in Philosophy – Add 6-credit thesis option Action: Approved</p>
<p>Faculty of Forestry Submitted by Patrick Culbert</p>
<p>FRST_V 530 (3) – Add prerequisites Action: Approved</p>

Next Meeting: Friday, January 24, 2025