



PROGRAM DEVELOPMENT COMMITTEE
Minutes of Meeting

Date: Wednesday, November 22, 2017

Time: 3:00pm-3:30pm

Room: 209 Assumption Hall

Committee Members: Ms. Tamsin Bacon, Dr. Randy Bowers, Dr. Krista Chandler, Dr. Greg Chung-Yan (Chair), Dr. Beth Daly, Dr. Douglas Kneale, Ms. Diana Marion, Dr. Maureen Muldoon, Dr. Jeremy Rawson, Mr. Dilpreet Singh, Dr. Nurlan Turdaliev, Dr. Patricia Weir, Dr. Jermy Worth.

Absent: Dr. Jamie Crawley (regrets), Ms. Yosra Elsayed (regrets), Mr. Ahmed Khalifa (regrets), Dr. Erika Kustra (regrets), Ms. Maggie Liddle (regrets), Ms. Zeina Merheb, Dr. Maureen Sterling.

Attendance: Dr. Fazle Baki, Ms. Renée Wintermute (University Secretary), Alison Zilli (University Secretariat).

Formal Business

1 Approval of Agenda

Item 5.18 was unstarred and item 5.3 was removed.

MOTION: That the agenda be approved.

Dr. R. Bowers/Dr. B. Daly
CARRIED, as amended

2 Approval of Minutes

MOTION: That the minutes of the meeting of October 25, 2017 be approved.

Dr. B. Daly/Ms. T. Bacon
CARRIED

3 Business arising from the minutes

Nothing to report.

4 Outstanding business

Nothing to report.

Item for Approval

5 Reports/New Business

5.1 Languages, Literatures and Culture - Request of Wavier of Course Deletions
(See document PDC171122-5.1 for more details.)

This item was deferred to a future agenda.

***5.2 Languages, Literatures and Culture - Minor Program Changes**

(See document PDC171122-5.2 for more details.)

MOTION: That the degree requirements for the Major and Minor Concentrations – Interdisciplinary Bachelor of Arts and Science (BAS) - Greek and Roman Studies, and Minor in Jewish Studies be changed according to the program/course change forms.

**Subject to approval of the expenditures required.*

***CARRIED**

5.3 BAsc in Electrical Engineering – Minor Program Changes

(See document PDC171122-5.3 for more details.)

This item was removed from the agenda.

***5.4 Mathematics and Statistics – Minor Program Changes**

(See document PDC171122-5.4 for more details.)

MOTION: That the course 62-130 be replaced with 62-140 in all affected programs.*

**Subject to approval of the expenditures required.*

***CARRIED**

***5.5 Economics – Minor Program Changes**

(See document PDC171122-5.5 for more details.)

MOTION: That the degree requirements for the Bachelor of Arts (Honours Economics), Bachelor of Science (Honours Economics), and Bachelor of Science Combined Honours Economics Programs be changed according to the program/course change forms.

**Subject to approval of the expenditures required.*

***CARRIED**

***5.6 Forensics – Minor Program Changes**

(See document PDC171122-5.6 for more details.)

MOTION: That the degree requirements for the Honours Bachelor of Forensic Sciences, including a new Concentration in Information Technology and renaming of the Concentration in Molecular Biology/Biochemistry to Concentration in Life Sciences, be changed according to the program/course change Forms.

**Subject to approval of the expenditures required.*

***CARRIED**

***5.7 Forensics – New Course Proposal**

(See document PDC171122-5.7 for more details.)

MOTION: That the following course addition be made*:
57-380. Forensic Serology and DNA Applications

**Subject to approval of the expenditures required.*

***CARRIED**

***5.8 Human Kinetics (Graduate) New Course Proposals**

(See document PDC171122-5.8 for more details.)

MOTION: That the following course addition be made*:

95-521.Exercise Rehabilitation

95-529.The Physiology of Sex Differences in Sport, Exercise and Heal

**Subject to approval of the expenditures required.*

***CARRIED**

***5.9 Law – New Course Proposals (Form D)**

(See document PDC171122-5.9 for more details.)

MOTION: That the following course addition be made*:

98-932. Externship Seminar: Learning in Place

98-933. Externship Placement

98-962. Indigenous Legal Traditions

**Subject to approval of the expenditures required.*

***CARRIED**

***5.10 Chemistry and Biochemisty – New Course Proposal**

(See document PDC171122-5.10 for more details.)

MOTION: That the following course addition be made*:

59-476/CHEM-4760/59-576/CHEM-7760.Organic Nanomaterials

**Subject to approval of the expenditures required.*

***CARRIED**

***5.11 Bachelor of Fine Arts in Acting Minor Program Changes**

(See document PDC171122-5.11 for more details.)

MOTION: That the degree requirements for the Bachelor of Fine Arts in Acting be changed according to the program/course change forms*.

**Subject to approval of the expenditures required.*

***CARRIED**

Items for Information

***5.12 Law – Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC171122-5.12 for more details.)

The document was received for information.*

***5.13 Mathematics and Statistics – Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC171122-5.13 for more details.)

The document was received for information.*

***5.14 Philosophy – Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC171122-5.14 for more details.)

The document was received for information.*

***5.15 Women and Gender Studies - Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC171122-5.15 for more details.)

The document was received for information.*

***5.16 Computer Science- Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC171122-5.16 for more details.)

The document was received for information.*

5.17 Bachelor of Commerce (Honours Business Administration) with Co-op Program Learning Outcomes

(See document PDC171122-5.17 for more details.)

NOTED:

- A learning outcome has been added to the Bachelor of Commerce (Honours Business Administration) program learning outcomes to differentiate the Co-op program.
- The document was received for information.

5.18 Business – Summary of Minor Course and Calendar Changes (Form E)

(See document PDC171122-5.18 for more details.)

NOTED:

- Concerns were raised regarding the issue that the calendar description for course 04-499, Business Research Seminar and Thesis, included a directive sentence on the duties of the thesis reader. This does not belong in a course calendar description.
- The role of the Undergraduate Program Chair should be to make sure that the Business approved guidelines for undergraduate thesis courses (including the roles of the supervisor, the reader and the student) are understood by all and followed.
- Putting process in a course description opens the area up for appeals and grievances. Process should be included in the course outline, as appropriate, and other approved procedural documents.

AGREED:

- That the directive sentence be removed from the calendar description and the OSB thesis guidelines communicated by the Undergraduate Program Chair (or other appropriate person).
- A minor correction was noted.
- The document was received for information.

***5.19 English Program Learning Outcomes**

(See document PDC171122-5.19 for more details.)

The document was received for information.*

Additional Business

6 Question period/Other business

Nothing to report.

7 Adjournment

MOTION: That the meeting be adjourned.

Dr. J. Rawson/Dr. N. Turdaliev
CARRIED