



PROGRAM DEVELOPMENT COMMITTEE  
Minutes of Meeting

**Date:** December 16, 2019  
**Time:** 9:03am-9:45am  
**Room:** 209 Assumption Hall

**Committee Members:** Dr. Randy Bowers, Dr. Greg Chung-Yan (Chair), Linden Crain, Dr. Erika Kustra, Diana Marion, Dr. Kevin Milne, Karen Pillon, Dr. Maureen Sterling, Dr. Ken Montgomery, Dr. Jeremy Rawson, Dr. Jeremy Worth.

**Absent:** Jay Patel (regrets), Dr. Douglas Kneale (regrets), Mohammad Hannan Sadar (regrets), Dr. John Sutcliffe (regrets), Dr. Nurlan Turdaliev (regrets), Dr. Patricia Weir (regrets).

**Attendance:** Dr. Majid Amadi; Renée Wintermute (University Secretary), Alison Zilli (University Secretariat).

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**Formal Business**

**1 Approval of Agenda**

**MOTION:** That the agenda be approved.

Dr. J. Worth/Dr. M. Sterling  
**CARRIED**

**2 Approval of Minutes**

**MOTION:** That the minutes of the meeting of November 21, 2019 be approved.

Dr. K. Milne/L. Crain  
**CARRIED**

**3 Business arising from the minutes**

Nothing to report.

**4 Outstanding Business**

Nothing to report.

**5 Reports/New Business**

**5.1 Master of Engineering Management (MEM) Online Offering- Major Program Changes (Form B)**  
*(See document PDC191121-5.1 for more details.)*

**MOTION:** That the Online Master of Engineering Management (MEM) program be approved. ^

*^Subject to approval of the expenditures required.*

Dr. M. Sterling/Dr. K. Montgomery

**NOTED:**

- The proposed online Master of Engineering will provide working professionals with the opportunity to complete their degree in an online format.
- The only portion of the program that is in-person is the first session of classes which are offered on-campus during the weekend.
- The Faculty of Engineering is in the process of hiring an Equity, Diversity and Inclusion (EDI) Advisor for the Faculty which will be helpful in developing an overall EDI strategy inclusive of First Nations, Metis and Inuit (FNMI) pedagogy.
- In response to a question raised about whether students in the current face-to-face program will move to the online program, it was noted that there may be a few students that would like to change

but for the most part the program is geared towards working professionals.

- In response to a question raised about whether it will be difficult for international students to enrol in this program, it was noted that the proposal is aimed at increasing domestic student enrolment. However, international students are admissible as long as they meet the admission criteria and can attend the required on-campus sessions.
- The area will be working in collaboration with the Office of Open Learning in the re-design of certain courses to fit the online instruction setting.

**CARRIED**

**\*5.2 Bachelor of Commerce (Honours Business Administration) Degree Completion for students from Chitkara University, Punjab (From C1) (See document PDC191216-5.2 for more details.)**

**MOTION: That the degree completion pathway leading to the Bachelor of Commerce (Honours Business Administration) programs (any specialization and with/without thesis and co-op) for students from Chitkara University, Punjab be approved. ^**

*^Subject to approval of the expenditures required.*

Dr. M. Sterling/Dr. E. Kustra

**CARRIED**

**\*5.3 Business – New Course Proposal (Form D)  
(See document PDC191216-5.3 for more details.)**

**MOTION: That the following courses addition be approved: ^  
MSCI-2250. Introduction to Project Management**

*^Subject to approval of expenditures required.*

**\*CARRIED**

**\*5.4 Categories of Courses (Undergraduate) – Minor Program Changes (Form C)  
(See document PDC191216-5.4 for more details.)**

**MOTION: That the undergraduate Categories of Courses be changed in accordance with the program/course change forms. ^**

*^Subject to approval of the expenditures required.*

**\*CARRIED**

**\*5.5 Communication, Media and Film – Minor Program Changes  
(See document PDC191216-5.5 for more details.)**

**MOTION 1: That the degree requirements for the General Communication, Media, and Film, the Honours Communication, Media, and Film, the Combined Honours Communication, Media and Film, the Concurrent General Bachelor of Arts (Communication, Media and Film)/Bachelor of Education, the Minor in Communication, Media, and Film, and the Major and Minor Concentrations - Bachelor of Interdisciplinary Arts and Science (IAS) - Communication, Media and Film be changed in accordance with the program/course change forms. ^**

*^Subject to approval of the expenditures required.*

**\*CARRIED**

**MOTION 2: That the Bachelor of Arts (Honours Drama and Communication, Media, and Film) be discontinued. ^**

*^Subject to approval of the expenditures required.*

**\*CARRIED**

- \*5.6 Forensics – Minor Program Changes**  
(See document PDC191216-5.5 for more details.)

**MOTION: That the degree requirements for the Bachelor of Forensic Science be changed according to the program/course change forms.^**

*^Subject to approval of the expenditures required.*

**\*CARRIED**

### **Items for Information**

- \*5.7 Odette School of Business – Summary or Minor Course and Calendar Changes (Form E)**  
(See document PDC191216-5.7 for more details.)

The document was received for information.

- \*5.8 Communication, Media and Change – Summary or Minor Course and Calendar Changes (Form E)**  
(See document PDC191216-5.8 for more details.)

The document was received for information.

- \*5.9 School of the Environment – Summary or Minor Course and Calendar Changes (Form E)**  
(See document PDC191216-5.9 for more details.)

The document was received for information.

- \*5.10 School of Creative Arts – Learning Outcomes**  
(See document PDC191216-5.10 for more details.)

The document was received for information.

- \*5.11 Communication, Media and Film – Learning Outcomes**  
(See document PDC1911121-5.11 for more details.)

\*The document was received for information.

- \*5.12 Human Kinetics – Learning Outcomes**  
(See document PDC191216-5.12 for more details.)

\*The document was received for information.

## **6 Question Period/Other Business**

### **Indigenous Question**

As follow up to the PDC meeting on November 21, 2019 regarding the diversity of answers to the Indigenous question on PDC forms, it was noted that guest presenters with expertise in embedding indigenous content and perspectives in curricula will be invited to a PDC meeting in early 2020 to provide some insight on how to assist proposers in meaningfully addressing this question.

## **7 Adjournment**

**MOTION: That the meeting be adjourned.**

Dr. R. Bowers/D. Marion  
**CARRIED**