



Date: Monday, September 21, 2020

Time: 9:05-10:00am

Room: MS Teams Virtual Meeting

Committee Members: Randy Bowers, Jamie Crawley, Greg Chung-Yan (Chair), Emily Fraser, Pedro Kantati, Douglas Kneale, Mitul Konsadariya, Maggie Liddle, Erika Kustra, Diana Marion, Kevin Milne, Ken Montgomery, Karen Pillon, John Sutcliffe, Maureen Sterling, Patricia Weir, Jeremy Worth.

Absent: Nurlan Turdaliev. Jeremy Rawson.

Attendance: Joel Gagnon; Renée Wintermute (University Secretary), Alison Zilli (University Secretariat).

Formal Business

1 Approval of Agenda

Items 5.3 and 5.4 were unstarred.

MOTION: That the agenda be approved.

R. Bowers/M. Sterling
CARRIED, as amended

2 Minutes of Meeting of June 29, 2020

MOTION: That the minutes of June 29, 2020 be approved.

J. Worth/M. Sterling
CARRIED

3 Business Arising from the Minutes

Nothing to report.

4 Outstanding Business

Nothing to report.

Items for Information

5 Reports/New Business

5.1 Mandate of Program Development Committee

(See document PDC200921-5.1 for more details)

NOTED

- An overview of the mandate of the Program Development Committee was provided.
- There are different PDC Forms that are used when proposing various new program proposals and changes to existing programs/courses, as well as program and course learning outcomes.
- Over a decade ago PDC established a subcommittee, now the PDC Advisory Group, to vet proposals prior to submission to PDC. This work continues though it is mostly embedded in the PDC Approval Workflow.
- Starring is used for non-contentious items (for information or approval) as it allows the committee to focus its attention on the more substantive, or less straight-forward proposals.

5.1.1 Centre for Teaching and Learning Support for PDC Form Learning Outcomes

(See document PDC200921-5.1.1 for more details)

NOTED:

- The document outlines basic principles that the Centre for Teaching and Learning considers when advising instructors on the development of course and program learning outcomes.
- There is a consultation process between instructors and CTL whereby feedback is given to instructors pertaining to program and course learning outcomes and aligning them to their overall curriculum.

Items for Approval

5.2 Management of PDC Business – PDC UPR Subcommittee

(See document PDC200921-5.2 for more details)

MOTION: That the membership for the PDC UPR Subcommittee, defined below be approved.

Erika Kustra (Chair)
Maureen Sterling
Jeremy Worth
Diana Marion

M. Sterling/K. Milne

NOTED:

- Each year, a University Program Review Subcommittee is established to conduct the preliminary review of the various University Program Reviews (UPRs) and status reports.

CARRIED

5.3 School of the Environment – New Course Proposals (Form D)

(See document PDC200921-5.3 for more details)

MOTION: That the following courses be approved: ^

ESTU-2500. Concepts for Ecosystem Management
ESCI-3806. School of the Environment: Global Perspectives in Science

^Subject to approval of the expenditures required.

K. Pillon/P. Kantati

NOTED:

- Clarification is needed around the use of the phrase “study abroad” and the locations identified, such as Walpole Island, in the proposal for course ESCI-3806.
- In response to a question raised about whether there are plans to offer this course in an alternative format if travelling is not possible due to the current climate (i.e., pandemic), it was noted that although this is not the intent, there has been a similar course taught in a virtual environment.
- The intent is to have student doing real hands-on research over the course of two weeks where they are exposed to various aspects of earth sciences.
- Members were reminded that the mandate of PDC is to approve the course based on its academic merit. The logistics pertaining to field experiences, and studying abroad is addressed on a case-by-case basis in close consultation with various stakeholders including Health and Safety Committee.

AGREED:

- That the courses be approved subject to clarifying the language around “study abroad” for ESCI-3806.

5.4 Master of Engineering – Minor Program Changes (Form C)

(See document PDC200921-5.4 for more details)

MOTION: That the admission and degree requirements for the Master of Engineering be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

K. Montgomery/P. Weir

AGREED:

- The following clarification was sought regarding the interpretation of the language in Section 4.1 which states that "Students entering and successfully completing the MEng qualifying program with the minimum overall average of 77% *may receive* an Honours Certificate in Engineering and gain admission to the MEng program": 1) Does "may receive" refer to the Honour Certificate in Engineering Program or admission to MEng?; and, 2) Given that there is no Honours Certificate in Engineering Program for Mechanical Engineering does this apply to MEng Mechanical or is there another pathway to admission for MEng Mechanical?
- The minor program changes be approved subject to clarifying the language in Section 4.1.

CARRIED, subject to above changes

***5.5 Mathematics and Statistics – New Course Proposal (Form D)**

(See document PDC200921-5.5 for more details)

MOTION: That the following courses be approved:^
STAT-4600. Practicum in Statistical Consulting

^Subject to approval of the expenditures required

***CARRIED**

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

(See document PDC200921-5.6 for more details)

MOTION: That the following course addition be made:*
LAWG-5704. Advocacy and Mooting Program
LAWG-5705. Introduction to Islamic Law
LAWG-5892. Supervised Research
LAWG-5971. Special Topics

**Subject to approval of the expenditures required.*

***CARRIED**

***5.7 Business – Minor Program Changes (Form C)**

(See document PDC200921-5.7 for more details)

MOTION: That the degree requirements for the Bachelor of Commerce (Honours Business Administration) Program for 3-year Diploma Holders in Accounting from St. Clair College and the Fast-Track Bachelor of Commerce (Honours Business Administration) Program for 3-year Diploma Holders in Accounting from St. Clair College be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

***5.8 Nursing – New Course Proposals (Form D)**
(See document PDC200921-5.8 for more details)

MOTION: That the following courses be approved: ^
NURS-2532. Clinical Practicum III
NURS-2622. Consolidated Practicum II

^Subject to approval of the expenditures required

***CARRIED**

Items for Information

***5.9 Business – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC200921-5.9 for more details)

The document was received for information.*

***5.10 Human Kinetics — Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC200921-5.10 for more details)

The document was received for information.*

5.11 School of the Environment – Summary of Minor Course and Calendar Changes (Form E)
(See document PDC200921-5.11 for more details)

NOTED:

- Clarification was sought regarding whether consideration was given to including Indigenous content into the Geomorphology course.
- Members were informed that consultations with the Indigenous co-ordinator of curriculum and pedagogy along with Indigenous resources are currently being explored in order to provide a more fulsome answer for the next PDC meeting.

AGREED:

- This item will be placed on the next PDC Agenda.

6 Question Period/Other Business

6.1 Update from PDC Subcommittee Refining the Indigenous Question on the Program/Course Change Forms

NOTED:

- The Subcommittee has met several times and is in the process of identifying how to provide Indigenous resources and approaches to assist proposers in answering the question regarding giving consideration to including Indigenous content, perspectives or material into courses and curricula.

7 Adjournment

MOTION: That the meeting be adjourned.

E. Kustra/J. Worth
CARRIED