



PROGRAM DEVELOPMENT COMMITTEE
Minutes of Meeting

Date: March 18, 2022
Time: 2:00pm-2:55pm
Room: MS Teams Virtual Meeting

Committee Members: Laila Albalkhi, Youstina (Tina) Assad, Tirupati Boliseti, Greg Chung-Yan (Chair) Debbie Kane, Erika Kustra, Maggie Liddle, Diana Marion, Kevin Milne, James Oloo, Jeremy Rawson, John Sutcliffe, Maureen Sterling, Patricia Weir, Jeremy Worth.

Absent: Kelly Kennedy (regrets), Karen Pillon (regrets), Nurlan Turdaliev, Gabrielle Walach, Nancy Martinez Salas.

Attendance: Randy Bowers, Penny Kollar; Renée Wintermute, Alison Zilli (University Secretariat)

Formal Business

1 Approval of Agenda

MOTION: That the agenda be approved.

Tirupati Boliseti /James Oloo
CARRIED

2 E-Vote of February 15, 2022

The e-vote was received for information.

3 Business Arising from the Minutes

Nothing to report.

4 Outstanding Business

Nothing to report.

Items for Approval

5 Reports/New Business

5.1 Draft PDC Reports on University Program Reviews Status Reports (CONFIDENTIAL)

- a. English 1st Biennial Status Report**
 - b. Industrial, Manufacturing and Systems Engineering 1st Biennial Status Report**
 - c. Mechanical Automotive and Materials Engineering 2nd Biennial Status Report**
- (See documents PDC220318-5.1a-c for more details.)*

NOTED:

- The PDC Subcommittee on UPRs conducted the initial review and has submitted the draft reports and recommendations to the full PDC for final consideration.
- An *in-camera* discussion on the confidential draft reports ensued.

MOTION: That the PDC Reports on the University Program Reviews Status Reports be approved.

Jeremy Worth/Erika Kustra
CARRIED

5.2 Institutional Quality Assurance Protocol (IQAP) and PDC Forms – Revisions

(See document PDC220318-5.2 for more details.)

MOTION: That the revised University of Windsor Institutional Quality Assurance Process and the revised PDC Forms be approved.

NOTED:

- The Quality Council revised its Quality Assurance Framework which necessitated changes to the University of Windsor's IQAP.
- One of the major changes is to require one mid-cycle progress report rather than requiring that progress reports be submitted to PDC every two years. Additional progress reports may be required, following a review of the mid-cycle progress report, if determined necessary.

Debbie Kane/James Oloo

CARRIED

5.3 Bachelor of Engineering Technology (BEngTech) (Biomedical Engineering stream) Major Program Change (Form B) *(See document PDC220318-5.3 for more details.)*

MOTION: That the Bachelor of Engineering Technology (Biomedical Engineering stream) be approved.

^Subject to approval of the expenditures required.

Tirupati Boliseti/Jeremy Rawson

NOTED:

- The Faculty of Engineering is proposing to expand the Bachelor of Engineering Technology (BEngTech) degree completion program to include a stream in Biomedical Engineering.
- Biomedical Engineering is an interdisciplinary area that combines engineering and medical fields for healthcare purposes.

CARRIED

*5.4 Drama – Minor Program Changes (Form C)

(See document PDC220318-5.4 for more details.)

MOTION: That the degree requirements for BFA in Acting be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

*5.5 Psychology – Minor Program Changes (Form C)

(See document PDC220318-5.5 for more details.)

MOTION: That the degree requirements for the Honours Psychology with Thesis, Honours Developmental Psychology with Thesis, Combined Honours Programs in Psychology with Thesis, Combined Honours Programs in Developmental Psychology with Thesis, Honours Psychology with Thesis for Ontario College Child and Youth Care Program Graduates (Degree Completion Pathway), Honours Developmental Psychology with Thesis for Ontario College Child and Youth Care Program Graduates (Degree Completion Pathway), Combined Honours Psychology Programs, BSc Honours in Behaviour, Cognition and Neuroscience, and the BIAS Psychology (Thesis) Major Concentration be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.6 Master of Medical Biotechnology (MMB) (Form C) – Minor Program Changes (Form C)**
(See document PDC220318-5.6 for more details.)

MOTION: That the degree requirements for the Master of Medical Biotechnology (MMB) be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.7 Master of Materials Chemistry and Engineering (MMCE) – Minor Program Changes (Form C)**
(See document PDC220318-5.7 for more details.)

MOTION: That the admission requirements for Master of Materials Chemistry and Engineering program be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.8 Master of Materials Chemistry and Engineering (MMCE) – New Course Proposals (Form D)**
(See document PDC220318-5.8 for more details.)

MOTION: That the following courses be approved:^

MMCE-8820. Introduction to Materials Engineering and Chemistry

MMCE-8821. Materials Engineering Laboratory/Materials Chemistry Laboratory

MMCE-8905. Advance Seminar in Materials Chemistry and Engineering

^Subject to approval of the expenditures required.

***CARRIED**

- *5.9 Business – New Course Proposal (Form D)**
(See document PDC220318-5.9 for more details.)

MOTION: That the following course be approved:^

MSCI-4240/FINA-4240. Financial Technologies

^Subject to approval of the expenditures required.

***CARRIED**

- *5.10 Chemistry and Biochemistry (Graduate) – New Course Proposal (Form D)**
(See document PDC220318-5.10 for more details.)

MOTION: That the following course be approved:^

BIOC-8580/BIOC-4580. The Human Subject: Animal-Free Methods in Biomedical Research and Toxicology

^Subject to approval of the expenditures required.

***CARRIED**

***5.11 Nursing – New Course Proposals (Form D)**

(See document PDC220318-5.11 for more details.)

MOTION: That the following courses be approved: ^

NURS 4150. Professional Nursing V

NURS 4571. Experiential Learning Lab VII

NURS-4572. Integrated Clinical Practicum: Hospital

NURS-4980. Palliative and End-of-Life Care

NURS-4990. Issues in Global and Planetary Health

NURS-4562. Integrated Clinical Practicum: Community

^Subject to approval of the expenditures required.

***CARRIED**

***5.12 Business – Request for Waiver of Course Deletion (ACCT-4580)**

(See document PDC220318-5.12 for more details.)

MOTION: That the Request for Waiver of Course Deletion for the following course be approved:

ACCT-4580. Advanced Accounting II

^Subject to approval of the expenditures required.

***CARRIED**

Items for Information

***5.13 Communication, Media and Film (Graduate) – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC220318-5.13 for more details.)

The document was received for information.*

***5.14 Education (Graduate) – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC220318-5.14 for more details.)

The document was received for information.*

***5.15 Forensics – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC220318-5.15 for more details.)

The document was received for information.*

***5.16 Psychology – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC220318-5.16 for more details.)

The document was received for information.*

***5.17 School of the Environment (GIS) – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC220318-5.17 for more details.)

The document was received for information.*

***5.18 Business – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC220318-5.18 for more details.)

The document was received for information.*

***5.19 Drama – Learning Outcomes (DRAM-3210)**

(See document PDC220318-5.19 for more details.)

The document was received for information.*

6 Question Period/Other Business

Indigenous Question on PDC Forms

- In response to a question raised about PDC's role in the assessing responses to the Indigenous question, it was reiterated that the focus for PDC is on how proposers have considered incorporating Indigenous content and perspectives and indications of self-education.
- Often very minor changes (*i.e.*, course code changes, renumbering, typos, title changes, admission requirements), where there is no change to the content of the course or program, may not have a response to the Indigenous question, and this is acceptable as the change does not impact curriculum.
- Moving forward, there will be a consultation framework and structure put into place that will provide resources and supports to help proposers address this question in greater depth.

7 Adjournment

MOTION: That the meeting be adjourned.

Maureen Sterling/Debbie Kane
CARRIED