



PROGRAM DEVELOPMENT COMMITTEE
Minutes of Meeting

Date: Friday, December 16, 2022

Time: 9:00am-9:30am

Room: Virtual MS Teams

Committee Members: John Deukmedjian, Anumita Jain, Debbie Kane, Erika Kustra, Diana Marion, Patti Millar, James Oloo Karen Pillon, Jeremy Rawson, Maureen Sterling, Gemma Smyth, Eric Tanlaka, Lionel Walsh (Chair), Patti Weir, Jeremy Worth.

Absent: Tiripati Bolisetti, Lauren Pupulin (regrets), Manjot Singh (regrets), Lana Yacoub.

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

Formal Business

1 Approval of Agenda

Item 5.1 was unstarred.

MOTION: That the agenda be approved.

Patti Weir/Erika Kustra
CARRIED, as amended

2 E-vote of November 16, 2022

The document was received for information.

3 Business Arising from the Minutes

Nothing to report.

4 Outstanding Business

Nothing to report.

5 Reports/New Business

5.1 Master of Engineering – Minor Program Change

(See documents PDC221216-5.1 for more details)

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

^Subject to approval of the expenditures required.

Maureen Sterling/Karen Pillon

NOTED:

- In response to a question raised about why the admission requirements indicate that students in the full time MASc program are “strongly discouraged” to apply for admission to the MEng program, it was noted that this was deliberately put into the requirements as it is more difficult due to student demand to get into the MEng, so students will often try to transfer after getting accepted to the MASc.

- Raising the admission requirements to 72% may only be applicable to domestic students as it is difficult to parse this out for international students due to the differentiation in grade conversion tables.
- Consideration should be given to separating the entire Engineering section of the graduate calendar into the various disciplines to avoid the language of “exclusions” in the degree requirements.

AGREED:

- Minor revisions were made to the document.

CARRIED, as amended

***5.2 Kinesiology (Graduate) – Minor Program Change (Form C)**

(See document PDC221216-5.2 for more details.)

MOTION: That the requirements for the Master of Human Kinetics (MHK), Master of Sport Management and Leadership (MSML) and PhD in Kinesiology be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

***5.3 Business (Graduate) – – Minor Program Change (Form C)**

(See document PDC221216-5.3 for more details.)

MOTION: That the degree requirements for the Master of Business Administration be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

***5.4 Business (Graduate) – New Course Proposal (Form D)**

(See document PDC221216-5.4 for more details.)

MOTION: That the course be approved.^
STEN-8930. MBA Mandate Consulting

^Subject to approval of the expenditures required.

***CARRIED**

***5.5 Biomedical Science (Graduate) – New Course Proposal (Form D)**

(See document PDC221216-5.5 for more details.)

MOTION: That the course be approved.^
BIOM-8008. Special Topics in Biomedical and Translational Health Science

^Subject to approval of the expenditures required.

***CARRIED**

***5.6 Engineering – New Course Proposal (Form D)**

(See document PDC221216-5.6 for more details.)

MOTION: That the course be approved.^
MECH-4258. Computational Fluid Dynamics - CFD
MECH-4641. Directed Studies in Aerospace Engineering
MECH-4673. Aerospace Structures

^Subject to approval of the expenditures required.

***CARRIED**

***5.7 Kinesiology (Graduate) – New Course Proposal (Form D)**

(See document PDC221216-5.6 for more details.)

MOTION: That the course be approved.^

KINE-8980. Internship in Sport Management and Leadership

KINE-8990. Critical Reflections and Industry Insights in Sport Management and Leadership

^Subject to approval of the expenditures required.

***CARRIED**

***5.8 Business – Request for Waiver of Course Deletion Form**

(See document PDC221216-5.5 for more details.)

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

ACCT-4620. EDP Auditing

***CARRIED**

***5.9 Kinesiology – Request for Waiver of Course Deletion Form**

(See document PDC221216-5.5 for more details.)

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

KINE-3510. Strategic Planning of Sport Events

***5.10 Kinesiology – Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC221216-5.10 for more details.)

The document was received for information. *

***5.11 Kinesiology (Graduate) – Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC221216-5.11 for more details.)

The document was received for information. *

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

(See document PDC221216-5.12 for more details.)

The document was received for information. *

***5.13 School of the Environment – Summary of Minor Course and Calendar Changes (Form E)**

(See document PDC221216-5.12 for more details.)

The document was received for information. *

***5.14 Languages, Literatures and Cultures (French Studies) – Learning Outcomes**

(See document PDC221216-5.14 for more details.)

The document was received for information. *

***5.15 Kinesiology (Graduate) – Learning Outcomes**
(See document PDC221216-5.15 for more details.)

The document was received for information. *

***5.16 Engineering – Minor Program Changes (Form C)**
(See document PDC221216-5.16 for more details.)

MOTION: That the degree requirements for all Bachelor of Applied Science and BEngTech programs in Mechanic Engineering be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

6 Question Period/Other Business

Bylaw 2 Revision – Virtual Attendance Provisions for Committees of Senate.

- At the Senate meeting of December 9, 2022 Senate approved a motion stating that meetings of the Committees of Senate are to be held 100% in-person, unless there is a majority vote of the Committee to hold a meeting or meetings 100% virtually or in hybrid format, subject to the Chair determining that there are the required technology and resources to hold a hybrid meeting or meetings.
- A discussion ensued and the consensus of PDC members was to allow flexibility to have members attend in-person or via MS Teams.

MOTION: That the remaining meetings of the 2022-2023 Program Development Committee be held in a hybrid format.

Patti Weir/Jeremy Worth
CARRIED

7 Adjournment

MOTION: That the meeting be adjourned.

James Oloo/Karen Pilon
CARRIED