

**PROGRAM DEVELOPMENT COMMITTEE
Minutes of Meeting**

Date: Wednesday, May 15, 2024, 2024
Time: 9:00am-9:30am
Room: 209 Assumption Hall and MS Teams

Committee Members: Darryl Danelon, John Deukmedjian, Diana Marion, Kenneth Ng, Jessica Raffoul, Lionel Walsh (Chair), Patti Weir, Jeremy Worth, Sarah Woodruff Atkinson, Zuo Chen Zhang.

Absent: Robert Aguirre (regrets), Fazle Baki, Dave Johnston, Gemma Smyth, Eric Tanlaka, Nurlan Turdaliev (regrets).

Attendance: Lorraine Chandler, Tanja Collett-Najem, Ray Darling (Registrar), Patricia Fagan, Shari Forbes, Peter Frise, Brent Furneaux; Renée Wintermute (University Secretary), Alison Zilli (Associate University Secretary).

Although items were not discussed in a sequential order, the minutes do reflect the agenda order of business.

1 Approval of Agenda

Item 5.5. was unstarred.

MOTION: That the agenda be approved.

Jeremy Worth/Sarah Woodruff Atkinson
CARRIED

2 Minutes of Meeting of April 17, 2024

Jessica Raffoul/Kenneth Ng
CARRIED

3 Business Arising from the Minutes

Nothing to report.

4 Outstanding Business

Nothing to report.

5 Reports/New Business

- 5.1 Draft PDC Reports on University Program Review Final Assessment Reports and Implementation Plans**
5.1a Self-Study, External Reviewers' Report, AAU/Head's Response, and Dean's Response for: Communication, Media, and Film; Liberal Arts and Professional Studies; and, Political Science (CONFIDENTIAL) (See document PDC240515-5.1a for more details.)

NOTED:

- As publicly funded institutions, Ontario Universities are mandated to undergo an eight-year cycle of program reviews for the purpose of quality assurance.
- Through the PDC, the University reports on new program reviews and monitors the implementation of the recommendations contained in the Final Assessment Reports (FAR).
- The PDC Subcommittee reviewing the cyclical program reviews conducted the initial review and has submitted the draft reports and recommendations to the full PDC for final consideration.
- Given that there has been a change from biennial reporting to a mid-cycle review, it is imperative that the Office of Quality Assurance meet with every new incoming Head so they are aware of their responsibilities and that the recommendations are regularly and actively addressed.
- An *in-camera* discussion on the confidential draft reports ensued.
- A minor correction was noted.

MOTION: That the PDC University Program Review Final Assessment Reports and Implementation Plans (FAR/IP) for Communication, Media, and Film, Liberal Arts and Professional Studies, and Political Science be approved, as amended.

Kenneth Ng/Sarah Woodruff Atkinson
CARRIED

5.2 Forensic Science – Major Program Changes (Form B)
(See document PDC240515-5.2 for more details.)

MOTION: That the degree requirements for the Bachelor of Forensic Science (Honours), Bachelor of Arts Combined Forensics, and Combined Bachelor of Arts in Forensics and Criminology (Applied Forensic Science Stream) Degree Completion Pathway be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

Kenneth Ng/Jeremy Worth

NOTED:

- In light of the recommendations stemming from the IQAP review its programs, the forensic science programs are been re-designed following a complete curriculum review and mapping exercise.
- The scientific foundation of all concentrations has been strengthened by incorporating senior-level courses and more lab-based forensic courses.

CARRIED

5.3 Master of Engineering in Automotive Engineering – Major Program Changes (Form B)
(See document PDC240515-5.3 for more details.)

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

^Subject to approval of the expenditures required.

Kenneth Ng /Jeremy Worth

NOTED:

- The proposed revisions will bring the MEng Auto in line with other MEng programs by including technical communications proficiency and learning on societal issues in the program requirements.
- The curriculum pulls from various courses already offered as special topics that relate to electrification in the automotive sector, while still providing specific industry knowledge that is agnostic with respect to automotive propulsion technologies.
- Three new courses are being proposed and many other existing courses are being recoded and renumbered from MECH to AUTO to clearly distinguish that they are for the automotive program.
- A minor correction was made.

CARRIED, as amended

5.4 Master of Management, Human Resource Management (Business) - Major Program Changes (Form B)
(See document PDC240515-5.4 for more details.)

MOTION: That the degree requirements for the Master of Management in Human Resource Management be changed according to the program/course change form. ^

^Subject to approval of the expenditures required.

Patti Weir/Jeremy Worth

NOTED:

- The program is being revised to ensure that students who wish to stay in the country have the required knowledge to successfully complete accreditation exams and pursue a human resources career in Canada.

CARRIED

5.5 Languages, Literatures and Cultures (Greek and Roman) – Minor Program Changes (Form C)

(See document PDC240515-5.5 for more details.)

MOTION: That the degree requirements for the Honours Greek and Roman Studies (Greek or Latin Option) and Combined Honours Greek and Roman Studies be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

Jeremy Worth/Sarah Woodruff Atkinson

NOTED:

- The proposed change is being made to address the declining enrolment in first year Greek and Latin language course.

FRIENDLY AMENDMENT TO THE MOTION: That the degree requirements for the Honours Greek and Roman Studies (Greek or Latin Option) and Combined Honours Greek and Roman Studies be changed in accordance with the program/course change forms, **subject to review and revision of the Indigenous question in the PDC Form in consultation with the Indigenization Learning Specialist in the CTL.**^

^Subject to approval of the expenditures required.

CARRIED, as amended

***5.6 Master of Engineering Management (MEM) – Minor Program Changes (Form C)**

(See document PDC240515-5.6 for more details.)

MOTION: That the Master of Engineering Management (MEM) be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

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

(See document PDC240515-5.7 for more details.)

MOTION: That the Specialization in Marketing and Specialization in Strategy and Entrepreneurship be changed for all Honours Business Administration programs (with/without Thesis; with/without Co-op; with/without Specialization and combined programs) in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.8 Business Administration (Chitkara Degree Completion Pathway) – Minor Program Changes (Form C)**
(See document PDC240515-5.8 for more details.)

MOTION: That the Honours Business Administration for students from Chitkara University, Punjab degree completion pathway be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.9 Interdisciplinary Health Sciences – Minor Program Changes (Form C)**
(See document PDC240515-5.9 for more details.)

MOTION: That the degree requirements for the Honours Biomedical Science – Interdisciplinary Health Science (IHS) Stream, Honours Biological Sciences – Interdisciplinary Health Science (IHS) Stream, and Honours Psychology – Interdisciplinary Health Sciences (IHS) Stream be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.10 Certificate in Anthrozoology (Discontinuation) – Minor program Changes (Form C)**
(See document PDC240515-5.10 for more details.)

MOTION: That the Certificate in Anthrozoology be discontinued in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.11 Computer Science (Certificate and Minor in Applied IT) – Minor Program Changes (Form C)**
(See document PDC240515-5.11 for more details.)

MOTION: That the requirements for the Certificate in Applied Information Technology and Minor in Applied Information Technology be changed in accordance with the program/course change forms.^

^Subject to approval of the expenditures required.

***CARRIED**

- *5.12 Business (Graduate) – New Course Proposals (Form D)**
(See document PDC240515-5.12 for more details.)

MOTION: That the following courses be approved:^
BSMM-8345. Talent Planning and Staffing
BSMM-8355. Employment Law and Policy
BSMM-8365. Reward Systems, Talent Development, and Wellness
BSMM-8375. Strategic Human Resource Management

^Subject to approval of the expenditures required.

***CARRIED**

***5.13 Engineering (Graduate) – New Course Proposals (Form D)**

(See document PDC240515-5.13 for more details.)

MOTION: That the following courses be approved: ^

AUTO-8010. Mobility and Society

AUTO-8030. Engineering Project Management, Automotive Lean and Quality Processes

AUTO-8060. Powertrain Systems

^Subject to approval of the expenditures required.

***CARRIED**

***5.14 Mechatronics – New Course Proposals (Form D)**

(See document PDC240515-5.14 for more details.)

MOTION: That the following new course proposals be approved: ^

TRON-2201. Kinematics and Dynamics of Machines

TRON-3201. Solid Mechanics

TRON-3202. Fluid Power Systems

TRON-3203. Thermodynamics and Heat Transfer

TRON-4201. Sensors and Electronic Actuators

TRON-4015. Intelligent Machines and Connected Vehicles

TRON-4025. Distributed Control Systems- Connectivity and Cyber Security

TRON-4035. Computer Integrated Manufacturing

TRON-4045. Autonomous Systems-Localization, Navigation and Mapping Systems

^Subject to approval of the expenditures required.

***CARRIED**

***5.15 Modern Languages (Italian Stream) – Suspension of Admissions**

(See document PDC240515-5.15 for more details.)

The document was received for information.*

***5.16 Master of Fine Arts in Visual Arts – Suspension of Admissions**

(See document PDC240515-5.16 for more details.)

The document was received for information.*

***5.17 Biology – Summary of Minor Course and Calendar Changes (Form)**

(See document PDC240515-5.17 for more details.)

The document was received for information.*

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

(See document PDC240515-5.18 for more details.)

The document was received for information.*

***5.19 Communication, Media, and Film – Summary of Minor Course and Calendar Changes (Form E)**

**(See document PDC240515-5.19 for more details.)*

The document was received for information.*

5.20 Engineering (Graduate) – Summary of Minor Course and Calendar Changes (Form E)
(See document PDC240515-5.20 for more details.)

The document was received for information.*

***5.21 French Studies – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC240515-5.21 for more details.)

The document was received for information.*

***5.22 Greek and Roman Studies – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC240515-5.22 for more details.)

The document was received for information.*

***5.23 Kinesiology – Course Learning Outcomes**
(See document PDC240515-5.23 for more details.)

The document was received for information.*

***5.24 Kinesiology – Summary of Minor Course and Calendar Changes (Form E)**
(See document PDC240515-5.24 for more details.)

The document was received for information.*

6 Question Period/Other Business

Nothing to report.

8 Adjournment

MOTION: That the meeting be adjourned.

Jeremy Worth/Sarah Woodruff Atkinson

CARRIED