

General Faculties Council
GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE
Approved Minutes

Meeting #18
April 20, 2016, 2:00 – 4:00 p.m.

A167

Voting Members

Lisa Young, Co-Chair
Ozouf Amedegnato
Lorraine Doepel
Lawrence Harder
Sam Hossack – arrived after Item 3
Rob Kremer
Frans van der Hoorn

Regrets

Jalel Azaiez
Christine Johns
Mary O'Brien
Peggy Patterson
Carol Poland
Angelique Saweczko

Secretary

Susan Belcher

Scribe

Cherie Tutt, Governance Coordinator

Guests

Gillian Robinson, Senior Director (Strategic Operations), Faculty of Graduate Studies
Sasha Tsenkova, Professor, Faculty of Environmental Design – present for Item 4
Tanya Zdorenko, Graduate Calendar Coordinator, Faculty of Graduate Studies

The Co-Chair called the meeting to order at 2:02 p.m. and confirmed quorum.

1. Approval of the Agenda

Moved/Seconded

That the Agenda for the April 20, 2016 Graduate Academic Program Subcommittee meeting be approved.

Carried

2. Remarks of the Co-Chair

The Co-Chair made the following remarks:

- Members of the Committee were reminded about upcoming events, including 50th Anniversary celebrations, the Congress of the Humanities and Social Sciences, and the Mobilizing Graduate Students for Diverse Careers Symposium
- The Academic Planning and Priorities Committee approved the new registration option for students in the daytime Master of Business Administration and the suspension and closure of the Master of Communication Studies, as recommended by the Graduate Academic Program Subcommittee (GAPS)

3. Approval of the March 23, 2016 Meeting Minutes

Documentation for this item was circulated with the Agenda.

Moved/Seconded

That the Minutes of the Graduate Academic Program Subcommittee meeting held on March 23, 2016 be approved, with the reported amendment.

Carried

4. Recommendation of the Creation of a Post-baccalaureate Certificate of Built and Landscape Heritage, Faculty of Environmental Design

Documentation for this item was circulated with the Agenda. Sasha Tsenkova, Professor of Planning and International Development, Faculty of Environmental Design (EVDS), presented this item.

Highlights:

- The Co-Chair confirmed that a meeting between EVDS and the Department of Anthropology and Archaeology (the Department) took place on April 5, 2016, and that the Department is pleased with the suggested name change and supports the proposal
- The proponent reported that the feedback received from the Committee during the initial consultation has been incorporated into the current documents. An overview of the changes was provided, including a change of name to better reflect the focus of the Certificate, the addition of more explicit definitions of terminology, letters of support, information on how the certificate fits with the Faculty of Environmental Design's curriculum, and editorial changes to improve clarity.
- In response to questions, it was explained that:
 - The proposed enrolment cap for the Certificate courses is 15, and that students registered in the Certificate would be given registration priority over other interested
 - The Certificate needs to have 10 students registered for the program to be revenue neutral and funding has been received to for four full scholarships
 - A special tuition fee will be charged to students taking the Certificate courses as electives

- The Committee requested the following changes to the proposal documents:
 - That the word ‘specialization’ be replaced with wording such as ‘focus on’ or ‘concentrate on’
 - On page 3 of the briefing note, revise the last sentence to clarify that practicing professionals could be engaged to review students’ final projects
 - On page 8 in section 3.3, change ‘unanimously approved’ to ‘unanimously recommended’

Moved/Seconded

That the Graduate Academic Program Subcommittee recommend that the Academic Planning and Priorities Committee (APPC) approve the creation of a Post Bachelor’s Certificate of Built and Landscape Heritage, and upon final approval that the new wording be added to the Graduate chapter of the Calendar, as set out in the proposal provided to the Committee, with the requested amendments to the proposal documents.

Carried**5. Status of Program Approvals**

Documentation for this item was circulated with the Agenda for information only.

6. Other Business

There was no other business.

7. Adjournment**Moved/Seconded**

That the Graduate Academic Program Subcommittee adjourn the April 20, 2016 meeting.

Carried

The meeting was adjourned at 2:30 p.m.