



SENATE CURRICULUM COMMITTEE MEETING MINUTES

Tuesday, February 20, 2024 from 1:02-2:22 pm via Zoom

Attendees

Senators	S. Bredin, B. Goold, S. Gopalakrishnan, R. Kozak, S. Lavallee, G. Markman, C. Rawn (Chair), S. Singh, J. Stewart
Ex Officio	K. Accurso, S. Brown, A. Flynn, J. Fox, C. Hendricks, C. Holmes, H. Law, E. Salzberg, E. Whitney
Guests	J. Fletcher, L. Gillis, L. Kovacevic, R. Morrison, T. Stusiak
Regrets	H. Amin, I. Caguiat (Vice-Chair), P. Culbert, A. Dulay, P. Englezos, N. Hutchinson, C. Jaeger, S. Jarvis-Selinger, D. Li, B. Menard, C. Menzies, S. Parker, I. Price, S. Rout, A. Uzama
Senate Office	M. Davis, J. Iverson

Call to Order and The meeting of the Senate Curriculum Committee (the “Committee”) was called to order at 1:02 pm on 20 February 2024 by C. Rawn, Chair.

Land Acknowledgement C. Holmes provided a land acknowledgment.

Agenda Collecting Supplemental Information for Course Proposals item moved to the end of the agenda to accommodate guests joining later in the meeting.

Motion: *That the Senate Curriculum Committee adopts the 20 February 2024 agenda, as amended.*

Carried by general consent.

Meeting Minutes **Motion:** *That the Senate Curriculum Committee approves the 22 January 2024 meeting minutes.*

Carried by general consent.

Business Arising J. Iverson will provide an update on implementation of curriculum in Workday under the standing IRP item.

SUBCOMMITTEE REPORTS

Applied Faculties As presented by E. Salzberg:

New Course: FNH 401

Motion: *That the Senate Curriculum Committee approves and recommends to Senate for approval the new course.*

Moved: E. Whitney
Seconded: S. Brown
Carried.

Graduate As presented by H. Law:

New Courses: CIVL 560, CIVL 567, RHSC 537, SPPH 521, SPPH 551

Motion: *That the Senate Curriculum Committee approves and recommends to Senate for approval the new courses.*

A member noted that the prerequisite for SPPH 521 may be vague. In response, it was noted that the School of Population and Public Health typically does not offer many undergraduate courses. In response, it was suggested to consider adding a recommendation to the course description for additional context.

Regarding RHSC 537, a member asked whether the corequisite language is Workday actionable. In response, J. Iverson confirmed the corequisite should not pose registration issues for students.

Carried by general consent.

**Health and
Education**

As presented by S. Gopalakrishnan:

New Courses: DHYG 480, PATH 398, PATH 399, PATH 498, PATH 499, SPPH 303, SPPH 304

New Specialization: Bachelor of Medical Laboratory Science > Co-operative Education

Motion: *That the Senate Curriculum Committee approves and recommends to Senate for approval the new courses and new specialization.*

A members noted that DHYG 480 course description uses a second-person perspective.

Action Item:

Senate Office to work with the Faculty of Dentistry to rephrase the to align with standard Calendar language.

A member noted that there was a redundant “the” in the Co-operative Education program description.

Action:

Senate Office to update program restriction to remove redundant “the”.

Moved: S. Gopalakrishnan

Seconded: C. Holmes

Carried.

DISCUSSIONS

Standing Item – Integrated Renewal Program (IRP)

As presented by J. Iverson:

During the last meeting, members asked for clarification regarding whether there continues to be a curriculum “blackout” period during the transition to Workday. IRP has confirmed that Senate curriculum changes with effective dates of 2024W will be implemented in time for the 2024/25 Academic Year.

Action Item:

J. Iverson will further confirm whether confirmed implementation includes approved curriculum arising from the July 2024 SCC meeting. The Senate IRP Transition webpage on the Senate website is being updated to reflect current information.

The 2024/25 Academic Calendar is on track for publication in late-February/early-March, as per the usual timeline. The first release of the Calendar will utilize an SIS course extract, while the second release in late-May/early-June will use a Workday extract.

Collecting Supplemental Information for Course Proposals

As presented by Tegan Stusiak, Transition & Change Lead, IRP and Lindsey Kovacevic, Transition & Change Lead, IRP:

J. Iverson explained noted that a new form has been added to the curriculum submission process to collect information necessary to setup courses in Workday.

Given the variation in Workday configuration compared to current systems, instructional format information is now required when creating new courses. This form will be completed by units during the curriculum submission phase. The form will not be reviewed or approved by the SCC or Senate.

The primary focus of this form is the instructional format, encompassing 15 different types that determine how a course can be offered, with the default set to “lecture.” It was noted that proponents are strongly advised to collaborate with their unit schedulers during the form completion, as different instructional options may impact course scheduling and further that failure to correctly setup this information may result in administrative consequences.

Action Item:

The Senate Office will inform faculty curriculum chairs about the new form and request implementation as soon as possible.

The form will be made accessible on the Senate website.

Other Business

J. Iverson noted that all curriculum approved at the February 21, 2024 Senate meeting will be included in the initial release of the 2024/25 Academic Calendar and that new programs will be published accompanied by appropriate Board and/or Ministry disclaimers.

Next meeting

Monday 25 March 2024 from 1-3pm.

Adjournment

The meeting adjourned at 2:22pm.