

**FACULTY OF HEALTH SCIENCES GRADUATE POLICY AND CURRICULUM COUNCIL  
DECEMBER 17, 2010, 9:00 A.M.  
MDCL-3304**

**PRESENT:** Dr. C. Hayward (Chair), Dr. M. Black, Dr. B. Coombes, Dr. L. Geddes, Dr. S. Hanna, Dr. A. Holloway, Dr. L. Letts, Dr. B. Lichty, Dr. J. MacDermid, Dr. J. Mahony, Ms. Rose Mason, Dr. L. Schwartz, Mr. P. Self, Mrs. M. Espiritu (Assistant Secretary)

**REGRETS:** Ms. L. DoHarris

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**I. Minutes of meeting**

The minutes of the meeting of September 22, 2010 were approved on a motion by Dr. Hanna, seconded by Dr. Schwartz with minor corrections: In the "Present" section, "Ms. L. Letts" and "Ms. L. Geddes" were replaced with "Dr. L. Letts" and "Dr. L. Geddes."

**II. Business arising**

There was no business arising from the previous minutes of meeting.

**III. Curriculum Revisions**

Health Research Methodology

New course: \*726 – The Science and Practice of Knowledge Translation: Foundations

Dr. Hanna presented the proposed new course, \*726 – The Science and Practice of Knowledge Translation: Foundations, in the Health Research Methodology Program. Dr. Hanna explained that the course aims to attract the following graduate students: those who wish to pursue an academic career in the field of knowledge translation (KT); those whose primary research is in another domain but wish to strengthen their KT-related skills; and those who are interested in doing KT as part of their professional activities.

Dr. Hanna moved, and Dr. Mahony seconded,

**“that the Faculty of Health Sciences Graduate Policy and Curriculum Council, approve the new course, \*726 – The Science and Practice of Knowledge Translation: Foundations, proposed by the Health Research Methodology program.”**

After a brief discussion, the council suggested that page 2 of the Recommendation form ( #4 – Method of Evaluation) should specify that the course has an “online participation” component.

Dr. Hanna explained that Rehabilitation Science \*725 – Knowledge Exchange and Translation (cross-listed with HRM) was previously offered. However, the program members feel that the learning needs of the Health Research Methodology students are distinct from the Rehabilitation Sciences students, and that a new course is needed in HRM to address this issue.

The motion was **carried**.

### Nursing Program

#### Transfer from Course-based M.Sc. to the PHCNP program

Dr. Black discussed the proposal from the Nursing program concerning the transfer procedure from the course-based M.Sc. Nursing to the PHCNP Certificate program. She explained the process: the student submits a letter of request to transfer and completes the PHCNP Admission's 3-question essay, which is submitted to the Transfer Committee. A letter of support from the advisor and proof of employment hours (two years of full time nursing practice within the past five years) are also required.

Dr. Mahony moved, and Dr. Letts seconded,

**“that the Faculty of Health Sciences Graduate Policy and Curriculum Council approve the procedure to transfer from course-based M.Sc. to the PHCNP certificate in Nursing, as described in the document.”**

The motion was **carried**.

### Police Records Check Policy

Dr. Black presented the proposed Police Records Check Policy for the Nursing program. She explained that the policy is quite similar to the recently approved Occupational Therapy and Physiotherapy Police Records Check Policy, with the exception of the annual declaration of the student's status.

Dr. Black moved, and Dr. Letts seconded,

**“that the Faculty of Health Sciences Graduate Curriculum and Policy Council approve the proposed Policy Records Check Policy for the Nursing program, as described in the document.”**

One member referred to the composition of the “Not Clear” Police Check Advisory Panel (Chair of the Nursing Graduate Program Admissions Committee, Registrar, Graduate Student Representative from the Nursing program); and expressed concern as to whether the student representative would be able to give professional advice. Dr. Hayward believes that having a student representative in the panel will not be a problem. Furthermore, she commented that it

would be best to keep the proposed policy similar to the approved OT/PT policy. She reminded the Council as well that the Nursing program does not expect to receive plenty of cases deemed “not clear.” On page 10, item G.6 – Enrolled Students, item #39, the Council suggested adding “*within two weeks*” to indicate a timeframe for submitting a status change.

The motion was **carried** (subject to amendments suggested by the Council).

#### Occupational Therapy Program

Dr. Letts presented the change in title, description, and method of evaluation for course, \*728 – Adulthood, Community & Participation: Professional Roles and Experiential Practicum V.

Dr. Black moved, and Dr. Letts seconded,

**“that the Faculty of Health Sciences Graduate Policy and Curriculum Council approve the changes proposed for course, \*728 - Adulthood, Community & Participation: Professional Roles and Experiential Practicum V, as described in the document.”**

The motion was **carried**.

#### Health Policy

##### Changes to the timing of the comprehensive examination

As there was no representative from the Ph.D. Health Policy Program, Dr. Coombes referred to the document circulated to the members and briefly discussed the proposed changes.

Dr. Coombes moved, and Dr. Mahony seconded,

**“that the Faculty of Health Sciences Graduate Policy and Curriculum Council approve the proposed changes to the timing of the comprehensive examination for the Ph.D. in Health Policy program, as described in the document.”**

After a brief discussion, the Council members raised the following issues:

- The timing of the breadth fields’ comprehensive examination from June of year 1 to December of year 2 is in line with the School of Graduate Studies policy; however, if a student fails twice, the terms of appeal can be problematic.
- The reading list should not be posted in 14 months with respect to dates and timing because doing so would be unfair. Preparation times outlined in the document should be double checked for consistency with the proposed changes to examination times.

The motion was **carried** (subject to addressing the issues raised by the Council members).

There was no other business, and the meeting adjourned at 9:35 a.m.