LEARNING, CURRICULUM & STUDENTS (LCS) COMMITTEE
Wednesday, September 25, 2024, 9:30-11:00 a.m.
204B BRG/Zoom

Associate Dean, Academic & Students	Suprakash Datta	☐
Assistant Dean, Students	Mitch Burnie	☐
Manager, Graduate Studies	Almey Tse-Soriano	☐
Vice-Chair of Council (non-voting)	Eric Ruppert	☐
Librarian	John Dupuis	☐
Faculty Members (1/dept)	Cuiying Jian (MECH) TBD (alternate)	☐
	Stephanie Gora (CIVL) Matthew Perras (alternate)	☐
	Shahin Kamali (EECS) John Lam (alternate)	☐
	Spiros Pagiatakis (ESSE) TBD (ESSE)	☐
2 Faculty Members at large	Hossam Sadek (MECH)	☐
	Costas Armenakis (ESSE)	☐
3 Students (2 UG, 1 Grad)	Behrouz Homam (Undergraduate)	☐
	Radhey Patel (Undergraduate)	☐
	Benjamin Brunson (Graduate)	☐
Secretary to Committee (non-voting)	Pam Edgecombe	☐
Manager of Quality Assurance & Accreditation (non-voting)	Parag Jain	☐
Assistant Secretary (non-voting)	Frances Valerio	☐
Total # of Votes: 13	Total # of Votes with assigned members: 13	

Guests: Michael Jenkin

AGENDA					
Items	**Person**	**Time**	**Topic**	**Goal**	**Documents to Review in Advance**

1.	Suprakash Datta	15	Chair's Remarks & Consent Agenda items	Welcome
				 • Round table introductions
				 • Reminders from the Associate Dean Academic & Students
				    o Cyclical Program Reviews
				    o Canadian Engineering Accreditation Board Site visit November 18-19.
				 • Nomination of Chair of LCS
				    1st Candidate -Hossam Sadek
				    2nd Candidate - Open
				 • Nomination of Vice Chair of LCS
				
				 • Approval of Consent Agenda items
					Attached

2.	Frances Valerio	20	LCS Orientation	2. Review & Discuss the LCS Mandate & Terms of Reference 2.1. LCS Tool Kit 2.2. Discuss Approval processes for Graduate, Undergraduate, Common ENG Courses 2.3. Completeness of packages 2.4. Curriculum map (All Undergraduate programs) & AU tables, and Curriculum Committee Mandate and Terms of Reference. 2.5. Curriculum Management System/Kuali – Course Changes and New Course Proposals 2.6. Changes to Degree Requirements 2.7. Voting Structure	Attached LCS Tool Kit
3.	Frances Valerio	10	EDI Champion	**Action: Assign an EDI Champion for LCS**	EDI Champion Role
4.	Michael Jenkin	30-40	New Program	**Action:** Review and provide feedback and recommendations to LE Faculty Council on the BEng Specialized Honours Mechatronics proposal Goal: LCS is recommending that the proposal is ready for Faculty Council to approve.	Attached
5	LCS Chair	5	Other Business		

LCS Consent Agenda Items:
1. LCS Agenda
2. LCS Notes from June 19, 2024

Future Agenda Items:
1. LCS Priorites 2024-2025
2. ESSE Undergraduate Program Proposals:
   2.1. Course Changes for LE/ESSE 3380 4.00
3. EECS Undergraduate Program Proposals:
   3.1. Course Changes LE/EECS 2101 3.00
4. EECS Markham Undergraduate Proposals:
   4.1. Course Changes LE/EECS 4313 3.00
   4.2. Course Changes LE/CSSD 1102 3.00
5. Graduate Program Proposals:
   5.1. New Course proposal GS/ESS 5103 2.00
   5.2. New Course proposal GS/EECS 6467 3.00
   5.3. New Course proposal GS/EECS 5202 3.00