

Minutes of the meeting of the Academic Policy and Planning Committee held on 8<sup>h</sup> May 2003, from 3:30 to 5:00 p.m. in Room 609, James (Administration) Building.

Present: L. Vinet (Chair), J. Beheshti, A. Bryan, C. Bushnell, V. Choy, E. Cooper, Ph. Depalle, F. Groen, J. Galbraith, W. Hendershot, H. Knox, H.G. Leighton, A.C. Masi, L. Proulx, J. Zucchi, H.M.C. Richard (Secretary to the Committee)  
Regrets: J. Bilec, M. Crago, G. Demopoulos, M. Graham, A.Lau, P. Martineau, N. Peters, R. Roy, F. Sagel  
Guest: D. Covo (item 4)

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Documents circulated at the meeting:

Revised 02-APPC-04-54 Online Distance Education

**14.01 Proposed agenda**

Accepted as circulated.

**14.02 Minutes of meeting held on April 24, 2003**

Approved with addition of names of guests to the attendance list: "E. Hopmeyer, J. Torczyner (item 3), D. Buszard (items 4,5,6), N. de Takacsy (item 7)"

**14.03 Business arising**

The Chair explained that a planning meeting with Deans called by the Principal in order to get the strategic planning exercise underway was the reason for moving the APPC meeting to 3:30 p.m. He suggested that APPC should be invited to reflect on the way it and SCTP proceed in reviewing the University's teaching programs. In the ensuing discussion it was noted that difficulties and delays at the SCTP stage may often be due to forms not being filled out properly. It was suggested that this administrative problem could easily be dealt with up front. Deans had also discussed joint ownership of courses, i.e. dual course designations. Moreover, the Academic Policy and Planning Committee will be encouraged to reflect on its planning role.

**14.04 Exchange agreement**

- Architecture in Urban Conservation (URBAN) – 2002 Program for North American Mobility in Higher Education (02-APPC-05-65)

Professor David Covo, Director of the School of Architecture, presented the proposed multilateral student exchange agreement linking six universities in the framework of a North American Mobility Project in Higher Education funded by HRDC (Human Resources Development Canada). The North American consortium formed last year is comprised of six partner universities: The Catholic University of America in Washington, D.C., Dalhousie University, Instituto Tecnológico y de Estudios Superiores de Monterrey, McGill University, Universidad Nacional Autónoma de México, and Virginia Polytechnic Institute and State University in Alexandria, Virginia. McGill already has agreements with three of them: I.T.E.S. de Monterrey, Virginia Polytechnic (through the Faculty of Engineering) and U.N.A México. In addition, The Catholic University of America is a member of the American Association of Universities (A.A.U.), regrouping research-intensive universities, of which both McGill and University of Toronto also are members. McGill has had a good working relationship with Dalhousie; their architecture programs follow different structures (Dalhousie's program is coop-based) but share areas of commonality. The proposed exchange program will run for three years, from September 2003 to December 2006 (a typo was corrected on the second-to-last paragraph of page 2 of the proposed agreement). Professor Covo highlighted the characteristics, location advantages with respect to proximity of protected urban conservation sites, and academic contributions of each of the partner universities. Funding will enable as many students as possible to take part. A North-South working partnership allows better timing coincidence in students' studies than is possible in exchange programs with European schools for example.

**The proposed exchange agreement was approved and will be reported to Senate.**

**14.05 SCTP Report on April 17th, 2003 meeting (02-APPC-05-66)**

APPC did not discuss the proposed program revisions to the B.Sc.(Kinesiology); Major in General

Kinesiology, B.Sc.(Kinesiology); Major in Applied Kinesiology, and B.Sc.(Kinesiology); Honours in Kinesiology. Those revisions will be reported to Senate as having been approved.

**14.06 SCTL-APPC Workgroup on On-line Distance Education (Rev. 0.02) (Revised 02-APPC-04-54)**

Deputy-Provost and Chief Information Officer Antony Masi presented the proposed On-line Distance Education policy which was prepared by the Distance Education Working Group of SCTL and APPC over the past year. This constitutes a first attempt at defining a policy on the subject. The document presents a first pass at the scope of a policy by means of the table on page 2. It indicates that while undergraduate on-line distance education programs should not be anticipated at McGill, graduate degree programs and Continuing Education programs for credit, offered through on-line distance education would be allowed. Courses, whether undergraduate, graduate, or Continuing Education, would be eligible. A pedagogically sound rationale and reason for that mode of delivery should be presented.

In the discussion it was noted that on-line distance education could benefit from on-line support systems, library and otherwise, available at McGill; the University could be doing more with respect to considering how to help those students in their overall learning experience. It was also suggested that “on campus” be added in certain places in the text and in the footnotes. APPC was also reminded that on October 10, 2001 Senate approved a policy regarding modality of delivery: the issue of credit for on-line courses and programs in light of the increasing numbers of courses and programs being offered on-line at McGill and elsewhere was a concern that lead to proposing and adopting the policy that “*no course offered by McGill University and approved by APPC in the name of Senate can be disallowed for credit in a program of study on the sole basis of its mode of delivery.*” If approved by the appropriate academic committees and APPC, a course offered on-line therefore had to be deemed acceptable; a decision as to whether a Faculty would accept a course or count course-credits towards its own degree programs should not be dictated by the mode of delivery of the course.

**Having reviewed the proposed On-line Distance Education Policy, APPC was satisfied with it. Following input from the Committee on Student Affairs, the Deans, and the Senate Committee on Information Systems and Technology, formal approval by APPC and the Senate Committee on Teaching and Learning in the fall will be required before the proposed policy can be submitted to Senate for approval.**

**14.07 CSP Report #6 on Communication, études et productions cinématographiques - Recommendations (English translation) and stats (02-APPC-04-59)**

Consideration of this item was deferred to the next meeting.

**14.08 CSP Report #7 on Engineering - Recommendations (English translation) and stats (02-APPC-05-67)**

Consideration of this item was deferred to the next meeting.

**14.09 Other business**

None.

The meeting adjourned at 4:30 p.m.