

Minutes of the meeting of the **Academic Policy Committee** held on Thursday 16th October 2008, from 3:00 to 5:00 p.m., Room 310, James Administration Building

Present: M.J. Mendelson (chairing), J. Angeles, G. Brown, J. Côté, A. DeGuise, B. Dourley, D. Farrow, P. Holland, D. Klinck, G. Lane-Mercier, A. Ling, S. MacDougall, A. Masi, J. Potter, C. Urbain (for J. Schmidt), N. Wilkinson, H.M.C. Richard (Secretary to the Committee)

Regrets: W. Caplin, V. Errunza, W. Hendershot, C. Jastrezewski, M. Kaartinen, M. Kreiswirth, R. Rozen, J. Schmidt, M. Szyf, C. Weston

Guests: S. Crocker (item 7), P. Todd (item 9), P. Smith

Documents circulated at the meeting:

- minutes of the APC meeting held on 25th September 2008
- 0809-APC-10-18 APC Revised Terms of Reference, approved by Senate 15th October 2008 (Excerpt from the Report of Senate Nominating Committee, 14th October 2008)

The Chair welcomed new members of the Committee: Dr Judith Potter, Dean of Continuing Education, Professor Jorge Angeles (Faculty of Engineering) and Professor Gillian Lane-Mercier (Faculty of Arts).

03.01 Proposed agenda

It was proposed that items 4, 7, and 9 be considered first and in that order. With this change, the agenda was adopted.

03.02 Minutes of the meeting held on 25th September 2008

The minutes will be considered at the next meeting.

03.03 Business arising

None.

03.04 Academic Program Reviews

a) Academic Program Review Report

- Arts Legacy Freshman Program (0809-APC-10-11)

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b) Final Academic Program Review documents

- 1) Schulich School of Music (*REVISED 0809-APC-09-09*)

The Schulich School of Music revised the format of the final documents for its academic program reviews, so that they now are all in the format of a list of recommendations and personal names were removed.

- 2) Faculty of Engineering (0809-APC-10-12)

On a general note concerning “final Academic Program Review documents” intended for Senate and the larger public by means of the McGill website (in accordance with the Policy and Procedural Guidelines), APC members were concerned about the contents of those documents. Questions had to do with the nature and origin of the items on the list: were they wishes or aspirations? Divergence between recommendations and action plans were noted. There was concern that the items on the list reflected weaknesses only and should not be published in that form without a statement on the strengths of the program, so as to provide the appropriate context and balance.

Samples of the academic program review results posted by other Quebec universities on their websites will be circulated to APC for the next meeting. It was agreed that APC should reflect on the issue before any academic program review results are forwarded to Senate.

c) DRAFT of a report from APC to Senate on the Academic Program

Review exercise 2004-2008, dated 18th September 2008, for discussion (0809-APC-09-10)

Committee members continued to comment on the Academic Program Review exercise. It was noted that external reviewers had been helpful in putting programs in perspective, but if the University were to adopt academic units as the framework for the next reviews, the review exercise may prove more expensive than the Academic Program Reviews which allowed programs to be grouped across units, using only one or two external reviewers. In response to this concern, it was stated that unit reviews would be spread out over a longer period of time. Reviews of the Montreal Neurological Institute and the Faculty of Law (for recruiting a new Dean) were recently undertaken, using three and four external reviewers respectively. A review of the whole Faculty of Education has been launched, in order to help a new Dean at the start of her term.

Comments from Deans and former members of APC on the Draft Report will be circulated at the next meeting of APC.

03.05 APC Subcommittee on Continuing Education

- 2008 Annual Report of the Senate Committee on Continuing Education (0809-APC-10-13)

It was thought that the annual report of the Senate Committee on Continuing Education should be submitted to Senate, given that it deals with business that was conducted when the Committee was a Standing Committee of Senate. Secretary's note: *the Secretary-General advises that the report should be integrated into the 2008 Report from APC to Senate.*

In response to a question as to whether Senate committees are required to hold a certain number of meetings in the academic year, it was stated that a committee's terms of reference would normally specify the number of meetings that a committee is required to hold. The number of meetings was not specified in SCCE's terms of reference.

It was suggested that the APC Subcommittee on Continuing Education should not be struck immediately in order to allow the new Dean time to determine what would make most sense.

03.06 APC Subcommittee on Teaching and Learning

- SCTL 2008 annual report (0809-APC-10-14)

The report was briefly presented. It was noted that the text next to the second bullet under Plans for 2008-09 on page 3 should be divided into two separate points: "Graduate attributes", and "Pedagogical preparation for graduate students".

03.07 Research Policy Committee

- 2008 RPC annual report (0809-APC-10-15)

Ms Sandra Crocker, Assistant Vice-Principal (Research Operations), presented the report. The Research Policy Committee is a subcommittee of APC with respect to certain aspects of its mandate and has a consultative function as well. It is a large and robust committee; the scientific directors of the research institutes of the MUHC, the Sir Mortimer B. Davis – Jewish General Hospital and the Douglas Hospital were added as observers last year. The Committee intends to complete its work on developing a Policy on the Conduct of Research which it will be submitting to APC. Its tasks for the 2008-09 academic year will include examining review processes for research centres and revising the University's Strategic Research Plan.

In the discussion, concern was expressed about the need to obtain students' input regarding the Policy on the Conduct of Research, via students' groups, PGSS in particular. Given the increased focus on undergraduate research, Ms Crocker was asked whether consideration might be given to the possibility of including an undergraduate student member on the Research Policy Committee.

03.08 Draft 2008 APC Report to Senate, plans and priorities (0809-APC-10-16)

The draft report will be circulated for the next meeting.

03.09 Proposal for the creation of a new academic unit in the Desautels Faculty of Management
- the Marcel Desautels Institute for Integrated Management (0809-APC-10-17)

Dean Peter Todd, Desautels Faculty of Management, presented the proposal for the establishment of the Marcel Desautels Institute for Integrated Management. The Institute fits in the context of what the Desautels Faculty is trying to accomplish in terms of business education. Given that business schools are inter-disciplinary entities, the notion of this Institute is the Faculty's expression of the way it intends to pull its interdisciplinary activities together and wants issues to be thought out. Within the Faculty, the Institute will pull together people and teaching and research activities in a comprehensive and cohesive way. The Faculty has a long tradition of cross disciplinary research; it will continue to try to emphasize its capabilities and use the Institute to build important linkages with other faculties, such as Medicine, Law, and Engineering, at both the teaching program and the research levels. The proposed Institute will also enable the Faculty to include people from the business community and partner them with faculty. Much of the funding will come from an endowment and research grants. A director would likely be appointed from outside McGill and reinforce the professorial resources. A set of professors is currently associated with the Integrated Management efforts. Asked what was going to be different from the present situation, the Dean responded that there has been a progressive change, both bottom up and top down. The Institute, as a manifestation of what the Faculty wishes to achieve, will crystallize what has already been happening and add new elements. It will accumulate and integrate efforts already underway, for example, to transform a silo MBA into an interdisciplinary MBA. It will allow the integration of communications into the core of the B.Com program and the development of international streams in the program. Asked how unique the proposed Institute will be, the Dean stated that it has few analogs. The Desautels Faculty is attempting to build something unique, taking advantage of opportunities at McGill that are unique. In response to concern that the proposed Institute might draw on the resources within the Desautels Faculty by taking professors' time away from teaching in favour of research, it was stated that teaching and research activities at McGill are combined and expected from all professors, whether or not there is an institute. The Dean's plan is for the creation of full-time, tenure-track appointments that will drive the student-staff ratio down. This would not be possible without the funding that is tied to the creation of the Marcel Desautels Institute for Integrated Management.

More general considerations dealt with the definition of "institutes" at McGill as units that "are engaged in research and teach graduate level courses only" and to which "staff members are appointed". It was asked what the difference between an institute and a department could be if an institute is engaged in both teaching and research. Some institutes may be inter-disciplinary but not necessarily. Examples were cited. The Montreal Neurological Institute has no educational core. The Institute for Comparative Law, the Institute for Air and Space Law, the Institute of Islamic Studies and the Institute of Parasitology were formed to focus on graduate teaching. The Institute for the Study of Canada reflects a loose usage of the word "institute".

The proposal to create the Marcel Desautels Institute for Integrated Management was approved for submission to Senate. It was noted that the document circulated to APC is to be considered confidential to the committee; it will be slightly amended, for submission to Senate.

Secretary's note: *The 405th Report from APC to Senate, which included the proposal for the creation of the Marcel Desautels Institute for Integrated Management as its only item, was not brought forward to the Steering Committee of Senate as it was not clear that the naming itself had been approved as per the University's Naming Policy. The proposal will therefore **not** be considered by Senate at its meeting on 5th November 2008.*

03.10 Other business

a) Terms of reference

APC considered the additions to the Committee's Terms of Reference that were proposed by the Nominating Committee of Senate and circulated at the meeting of Senate on 15th October. They were approved by Senate with one deletion in the Composition: "Three undergraduates students (~~one of whom shall be a representative of SSMU~~)".

b) Nomenclature of units.

It was agreed that the “Nomenclature of Entities” (approved in 1977 and 1999) should be circulated to APC, together with the table that provides examples of discrepancies between the definitions and usage, in order to allow APC to review the list of definitions and possibly propose amendments to the definitions and guidelines/instructions for the creation of academic units as are available for the creation of research centres (Research Centre Regulations approved by Senate and Board of Governors in spring 2005).

The meeting adjourned at 4:30 p.m.

Helen M.C. Richard - HMCR/APPCdocs/minutes/2008-10-16