
Minutes of the meeting of the **Academic Policy Committee** held on Thursday 24th September 2009, from 3:00 to 5:00 p.m., Room 310, James Administration Building

Present: M.J. Mendelson (chairing), J. Angeles, G. Brown, W. Caplin, J. Côté, A. DeGuise, V. Errunza, D. Farrow, A. Gauthier, W. Hendershot, P. Holland, D. Klinck, M. Kreiswirth, S. MacDougall, A.C. Masi, M. Mehta, J. Potter, J. Schmidt, M. Szyf, W. Thomson, H.M.C. Richard (Secretary to the Committee)

Regrets: R. Dooley, A. Gauthier, A. Gauthier, M. Kaartinen, R. Rozen, C. Weston, S. Woolf

Guests: P. Smith

Documents circulated at the meeting: none

01.01 Proposed agenda

The agenda was approved as circulated.

01.02 Minutes of previous meeting held on 28th May 2009

The minutes were adopted as circulated.

01.03 Business arising

a) Approvals by APC, 3rd September 2009, were confirmed for the following:

- 1) Major revisions and new program descriptions
 - M.A. in Classics (09-APC-09-01)
 - M.A. in Education and Society
 - M.A. in Education and Society; Non-Thesis
 - M.A. in Education and Society; Gender and Women's Studies
 - M.A. in Education and Society; Non-Thesis - Gender and Women's Studies (09-APC-09-02)

- 2) New Concentration
 - M.A. in Counselling Psychology; Non-Thesis - Project (09-APC-09-04)

b) Approvals by Senate, 16th September 2009

As recommended by APC on 28th May 2009, Senate approved the proposal for the creation of the Centre for International Peace and Security Studies (final approval rests with the Board of Governors) and the two Graduate Diplomas and two Graduate Certificates.

c) SCTP-CGPS-APC interface

Deputy-Provost Morton Mendelson reported that steps to improve the presentation of SCTP Reports and the coordination among the secretariats of the three committees have been proposed and are being implemented.

01.04 Proposed student exchange agreements (for approval by APC)

The proposals for student exchange agreements presented to APC will no longer include the texts of the exchange agreement if no non-standard clauses are proposed. It was suggested that the standard form should be circulated to APC for reference.

a) Tel Aviv University Faculty of Management and McGill's Desautels Faculty of Management (09-APC-09-06)

APC approved the proposed student exchange agreement.

b) *École Centrale de Marseille and McGill's Faculty of Engineering* (09-APC-09-07)

APC approved the proposed student exchange agreement.

c) Charles University in Prague and McGill University (09-APC-09-08)

It was noted that in the scientific disciplines, the proposed student exchange was open to all Faculty of Science students at McGill but was restricted to those in the Faculty of Mathematics and Physics at Charles University and not open to those in the University's Faculty of Science. It is not known whether the intent is to broaden accessibility to all scientific disciplines at a later date.

Secretary's note regarding the statement in the memorandum that "The Agreement mostly complies with our standard template": Departures from the Template are minor: 1) The number of students participating will be two instead of the usual three. 2) The Agreement will be open to undergraduate and graduate students in specific faculties at Charles University and in specific faculties at McGill University. 3) Under "Terms of Renewal, Amendment and Termination", Charles University chose to add the following sentence: "It is drawn up in two original copies in English; each party will receive one copy."

APC approved the proposed student exchange agreement.

All three agreements will be reported to Senate as having been approved by APC (414th APC Report to Senate, D09-07, for the meeting of Senate on 14th October 2009).

01.05 Council of Graduate and Postdoctoral Studies (CGPS)

- CGPS 2008 Annual Report to APC (09-APC-09-05)

Associate Provost Martin Kreiswirth presented the Report, stating that most of the activities involve the Academic Policy committee. It was agreed that the membership for the year 2008-09 would be included, rather than that for 2009-2010.

01.06 APC Subcommittee on Courses and Teaching Programs (SCTP)

Second Report on the SCTP meeting held on 21st May 2009 (09-APC-09-09)

- FAES Internship Option (Appendix A)

Professor Hendershot presented the proposed Internship Option intended for students in the B.Sc.(Ag.Env.Sc.), B.Sc.(F.Sc.) and B.Eng.(Bioresource) as part of their studies. Students who complete all the requirements for the two internship courses, FAES 200 (Internship 1) and FAES 300 (Internship 2), will have the name of their program changed to include "Internship Program" (e.g., Bachelor of Agricultural and Environmental Sciences - Internship Program – Life Sciences). The Internship is a zero-credit, Pass/Fail course requiring that the student be engaged in full-time work directly related to the student's academic program for the mandatory minimum period of 14 weeks in each course. FAES 200 is normally taken between years U1 and U2, while FAES 300 would normally be taken between years U2 and U3. A recently hired Internship Coordinator will help students find job placements.

In the discussion it was noted that similar internship opportunities exist in other faculties, Arts, Engineering and Science in particular. An APPC Task Force on Internships, chaired by former Associate Vice-Principal (Teaching Programs) Martha Crago, surveyed the various forms of internships at McGill and did not propose that University-wide standards be adopted. Variations apply in particular to pay and credit. If the internship is unpaid, the relationship may be looser and thus allow room for negotiation regarding tasks. It was further noted that, while in some faculties credit but not pay is attached to the internship, assigning credit to a summer job (evaluating it as worth N credits of academic work) may prove difficult. A Pass/Fail grade will be based on full-time work, satisfactory evaluation from the employer and an evaluation and written report acceptable to the Internship Coordinator. It was noted that Internships usually provide valuable professional experience and, in Engineering in particular, can secure students employment upon graduation.

The proposed Internship Option was approved and will be reported to Senate as having been approved by APC (414th APC Report to Senate, D09-07, for the meeting of Senate on 14th October 2009).

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- Minor in Animal Biology (*Appendix B*)
 - Minor in Animal Health and Disease (*Appendix C*)

Professor Hendershot presented the two proposals, which consist in a renaming of existing “specializations” as “minors” in order to allow students other than those enrolled in the B.Sc.(Ag.Env.Sc.) to take those programs in Animal Biology and Animal Health and Disease.

The two proposed Minors were approved and will be reported to Senate as having been approved by APC (414th APC Report to Senate, D09-07, for the meeting of Senate on 14th October 2009).

01.07 Other business

Referring to a suggestion that APC should from time to time focus on considering general issues, Deputy-Provost Morton Mendelson proposed that this year should allow for such opportunities. In the discussion, several issues were suggested, such as moving from academic program reviews to academic unit reviews, considering Strategic Plan issues (for example how to implement interdisciplinarity) and academic policy-related issues that could emanate from economic considerations currently being explored at McGill. It was agreed that APC members would be solicited for topics that could be considered by APC at future meetings.

The meeting adjourned at 4:00 p.m.

Helen M.C. Richard - HMCR/APPCdocs/minutes/2009-09-24