
Minutes of the meeting of the **Academic Policy Committee** held on Thursday 31st October 2013, from 3:00 to 5:00 p.m., Room 302, James (Administration) Building

Present: A.C. Masi (Chair), W. Adams, K. Dalkir, A. Deguise, J. Galbraith, I. Henderson, S. Huebner, M. Kreiswirth, S. MacDougall, C. Mandato, J. Shea, P. Smith, L. Stone, S. Stroud, F. Subhani, S. Sumasundaram, C. Urbain, L. White, L. Winer, H.M.C. Richard (*Secretary to APC*)

Regrets: O. Dyens, W. Hendershot, L. Hendren, A. Misra, J. Potter, E. Sarigöllü, B. Xu

Guest: R. David (item 4 I & ii), J. Côté, Avik Ghoshdastidar (item7a)

Document circulated at the meeting: *none*

03.01 Proposed agenda

The proposed agenda was adopted.

03.02 Minutes of previous APC meeting held on 3rd October 2013

The minutes were approved with one addition: under item 02.06 c), a sentence was added at the end of the first paragraph stating that “Issues were raised concerning the McGill Writing Centre”.

03.03 Business arising (*see item 7b & c*)

03.04 APC Subcommittee on Courses and Teaching Programs (SCTP)

SCTP Report # 3 from SCTP meeting on 26th September 2013 (*13-APC-10-14*)

Professor Robert David, Desautels Faculty of Management, presented both proposals.

i. New program: **B.Com; Major in Strategic Management** (30 cr.)

APC approved the new program “B.Com; Major in Strategic Management”. This approval will be reported to Senate in APC’s 450th Report for presentation at the meeting of Senate on 20th November 2013.

ii. Major revisions: **B.Com.; Major in General Management; Concentration in Strategic Management – Social Business and Enterprise Option** (15 cr.) (title change from “Concentration in Strategic Management – Social Context Option”)

APC approved the major revisions to the “Concentrations in Strategic Management – Social Context Option”, including the change of title to “B.Com.; Major in General Management; Concentration in Strategic Management – Social Business and Enterprise Option”. This approval will be reported to Senate in APC’s 450th Report for presentation at the meeting of Senate on 20th November 2013.

03.05 APC Workgroup on Nomenclature

Revised Report to APC, including proposed definitions (*Revised 13-APC-05-76*)

- Appendix A: Illustrations for proposed categories and sub-categories (*Appendix A*)

- Appendix B (table) Criteria per category (*Appendix B*)

Background document: Nomenclature of academic entities, 1977, 1999

Associate Provost (Graduate Education) and Dean of Graduate and Postdoctoral Studies Martin Kreiswirth congratulated the Workgroup. He stated that the proposed definitions reflected the appellations of academic entities that exist and that it was not the intention of the Workgroup to propose renaming any entities, but rather to update McGill’s Nomenclature so that it reflects more accurately the current situation and provides clear guidance for the future. The new definitions, particularly with respect to the different types of “institutes”, have taken into consideration many of the anomalies that existed previously with respect to the official definitions of 1977, 1999.

In the discussion, the following points were made:

- the definition for “Area” should reflect the fact that areas are present not only within departments (Department of Performance, Department of Music Research) but also in faculties without departments (Faculty of Religious Studies, Desautels Faculty of Management).

- Should an entity’s appellation not be in conformity with the official Nomenclature, appropriate justification should be provided. Conformity with the definitions should be encouraged and a procedure should be put in place so as to achieve it for the sake of internal consistency and compatibility.

- External consistency and compatibility should also be kept in mind: contextual practices need to be understood externally; the nomenclature used internally should be interpretable to the outside world, although university administrative structures are not uniform among universities.
- given that “Unit” is one of the appellations being defined and “entity” was the term used in the previous set of definitions (“Nomenclature of Entities 1977,1999”), “academic units” should be replaced with “academic entities”.

The Report will be revised in light of APC’s discussion and circulated to Deans for consultation before returning to APC at the next meeting. On the Chair’s suggestion, **APC agreed to form another group that will think about what the next step should be, such as requests for voluntary compliance in the case of the few anomalies that may remain.** Associate Provost (Graduate Education) and Dean of Graduate and Postdoctoral Studies Martin Kreiswirth, Associate Provost (Policies, Procedures and Equity) Lydia White, Associate Vice-Principal (Research and International Relations) Sarah Stroud, Professor Kimiz Dalkir, Dr Philip Smith and Helen M.C. Richard (until mid-December 2013) were assigned to the group that will consider the anomalies with respect to the proposed definitions and will report to APC in February.

03.06 Research Advisory Council (RAC)

a) RAC Annual Report to APC (13-APC-10-16)

APC received the annual report from the Research Advisory Council (the renamed Research Policy Committee) which reports to Senate through APC on all matters relating to research policy and research entities.

b) Proposed Policy on Research Centres – cover memo and proposal (13-APC-10-17)

- May 2005 Research Centre Regulations: “Regulations for Creating, Recognizing, and Maintaining Research Centre Status” (*Appendix 1*)

Associate Vice-Principal (Research and International Relations) Sarah Stroud presented the “Policy on Research Centres”. The document has been reviewed by various groups over the past four-and-a-half years and is intended to supersede the “Regulations for Creating, Recognizing, and Maintaining Research Centre Status”, approved by the Board of Governors in 2005. Changes with respect to the earlier document are presented in Vice-Principal Rose Goldstein’s cover memorandum; current practice is better reflected in the new document.

Discussion focused on the Provisional-Research-Centre status and designation that research entities would be allowed to have while making their way through the approval process (RAC, APC, Senate and Board of Governors). The lesser status is proposed for up to 24 months non-renewable, to enable a research group to apply for and receive funding. It was noted that provisional-research-centre status and receipt of funds should not prevent RAC and APC from applying the required degree of scrutiny and returning a centre proposal until they are satisfied with the academic value of the proposal. This was thought to be preferable to a fast-track approval process. It was agreed that Section 3 “Definitions” should be restructured into two sections: 3. Definition, as per the Report on Nomenclature, and 4. Criteria, Requirements or Expectations.

APC approved the proposed “Policy on Research Centres” with the revision to the “Definitions” section that was agreed to, for presentation to Senate for further approval and recommendation to the Board of Governors for final approval. The proposed Policy will be included in APC’s 450th Report to Senate (for the meeting of Senate on 20th November 2013).

03.07 APC Subcommittee on Academic Unit Reviews

a) Faculty of Religious Studies

i. Review documents (13-APC-10-18)

a. Self Study (*Appendix a*)

b. Internal Reviewers Report and External Reviewers’ Report (*Appendices bc*)

c. Dean’s Response (*Appendix d*)

ii. Summary of Review and List of Recommendations (13-APC-10-19)

Professor Julie Côté (Department of Kinesiology & Physical Education) and Avik Ghoshdastidar (former APC graduate student member) presented their summary of the review documents.

Observations made in the discussion focused on support resources, lack of certain comparative data, comments external to the review, and the high level of funding that CREOR has been able to attract. The certificate of assessment will include comments.

- b) Identification of issues for comment in earlier review
 - Review of the Department of Philosophy
 - documents pertaining to the review (13-APC-05-79abcde)
 - Summary and Recommendations (13-APC-05-80)

This item was postponed to the next meeting.

- c) Proposal to review the Academic Unit Review process

This item was postponed to the next meeting.

03.08 Other business

None.

The meeting adjourned at 5:15 p.m.

Helen M.C. Richard - HMCR/APPCdocs/minutes/2013-10-31