

Minutes of the meeting of the **Academic Policy Committee** held on Thursday 12th December 2013, from 3:00 to 5:00 p.m., Room 302, James (Administration) Building

Present: A.C. Masi (Chair), O. Dyens, W. Hendershot, I. Henderson, L. Hendren, S. Huebner, M. Kreiswirth, S. MacDougall, J. Potter, J. Shea, P. Smith, S. Stroud, C. Urbain, L. White, L. Winer, B. Xu, J. Degans / H.M.C. Richard
(Secretary to APC)

Regrets: W. Adams, K. Dalkir, A. Defo, A. Deguise, J. Galbraith, C. Mandato, A. Misra, E. Sarigöllu, L. Stone, S. Sumasundaram, F. Subhani

Guests: K. Parent (item 6a i), J. Scott (item 6a ii), J. Cumming (item 6a iii), F. Guichard (item 6a iv)

Document circulated at the meeting: none

05.01 Agenda

The agenda was adopted.

05.02 Minutes of meeting held on 21st November 2013

The minutes were approved with one revision in 08. b, second paragraph, relating to the review of the Department of Physics. The second paragraph should read as follows:

“In the discussion, APC noted that the space issue would be improved shortly. APC discussed the issue of female student enrolment and retention, and measures that may contribute to correcting gender imbalance. APC was not supportive of the recommendation to “involve more women faculty in U1 and U2 courses”, given the lack of evidence that this would have any positive incidence on female retention. APC suggested that the quality of the analysis would have been enhanced, had comparative data been broken down by program, i.e. majors and minors, majors and honours, undergraduate and graduate programs. ~~Rather than have women teach at the lower levels to allow female students in the first two years more contact with women professors, it was suggested that it may be more useful to direct women professors to specific courses that will make the most difference in enticing female students to continue to graduate studies, and to increase the visibility of women, provide female role models, and make use of mentorship and networking programs.~~”

Business arising

05.03 APC Subcommittee on Academic Unit Reviews

a) Review of the Department of Philosophy

The size and breadth of the graduate program was discussed. It was agreed that the review certificate would include a statement as follows: APC asks the Department of Philosophy to reflect on the size of its graduate program and the range of fields covered, paying particular attention to the situation in those departments with which Philosophy compares itself.

b) Review of the **Department of Translation & Written Communication (SCS)**

The issue of the McGill Writing Center was discussed. APC felt that, in retrospect, the Writing Center should probably have been excluded from the review of the Department of Translation and Written Communication. Since the Writing Center is currently scheduled to undergo its own external review in 2016, APC agreed that this review should instead be internal. The main purpose of the review will be to ensure that the services provided by the McGill Writing Center address the needs of the people it serves. Apart from this issue, APC concurs with the report of the review committee.

New business

05.04 Review of the Department of Pathology

Professor Sarah Stroud and Adam Bouchard presented the following highlights of their review summary.

- A large percentage of the Department's professors work exclusively as clinicians. Only three of the ten tenure-track professors are currently engaged in research activities and supervise graduate students. Consequently, research productivity is low.

- In past years, the number of graduate students enrolled in pathology has steadily declined. This raises concerns for the future, as the Department is now mainly producing clinical-pathologists. The need for future researchers must be addressed.

There was discussion of the different roles of CAS and tenure-track professors. It was agreed that the certificate would include the following statement: APC shares the concerns of the review committee concerning the lack of research productivity and the failure to link teaching and research.

05.05 Proposal to review the Academic Unit Review process

The Associate Provost (Policies, Procedures and Equity) suggested that the Cyclical Unit Review Office conduct a self-study of the Academic Unit Review process, in order to assess its efficiency. The self-study will focus on the usefulness, purpose and timeline of the Unit reviews, as well as on the size of the review committees, the involvement of Deans, potential changes needed to the policy itself and the role of APC. Feedback will be sought from the chairs of the review committees as well as Chairs and Deans whose units have been reviewed. Results of the self-study will be brought to APC towards the end of the current academic year. It was agreed that the self-study would also look at the costs of such reviews.

05.06 APC Subcommittee on Professional Programs

- The proposed membership was approved (see 13-APC-12-35)
- Two student representatives will be added at a later point.

05.07 APC Subcommittee on Courses and Teaching Programs (SCTP)

- a) SCTP Report # 5 from SCTP meeting on 14th November 2013 - **13-APC-12-36**
 - i. School of Continuing Studies (*Guest: Kevin Parent, Faculty Lecturer, SCS*)
Graduate Certificate; Professional Accounting (24 cr.) *Appendix A*
 - ii. Desautels Faculty of Management (*Guest: Professor Julia Scott*)
Graduate Certificate; Professional Accounting (24 cr.) *Appendix B*

Mr. Kevin Parent and Professor Julia Scott briefly presented the proposed Graduate Certificate in Professional Accounting. These Graduate Certificates have been created following the creation of a new single professional accounting designation, the CPA, in 2012. They will replace the existing Graduate Diploma in Public Accountancy (CA program – offered by the Desautels Faculty of Management), and the Graduate Certificate in Accounting Practice (CGA program – offered by the School of Continuing Studies)

APC approved the proposed “Graduate Certificate; Professional Accounting” offered by the School of Continuing Studies and the proposed “Graduate Certificate; Professional Accounting” offered by the Desautels Faculty of Management. These approvals will be presented to Senate for final approval in APC’s 452nd Report (for the meeting of Senate on 22nd January 2014).

- iii. Schulich School of Music (*Guest: Professor Julie Cumming*)
B.Mus; Music; Jazz; Faculty Program (123 cr.) *Appendix C*

Professor Julie Cumming briefly presented the proposed B.Mus; Music; Jazz; Faculty Program. This Faculty program is aimed at students who wish to combine their jazz training with research work.

- iv. Faculty of Science (*Guest: Professor Frédéric Guichard, Dept of Biology*)
B.Sc.; Biology; Quantitative Biology; Honours *Appendix D*

Professor Frédéric Guichard briefly presented the proposed B.Sc; Biology; Quantitative Biology; Honours.

APC approved the proposed B.Mus; Music; Jazz; Faculty program and the proposed the proposed “B.Sc; Biology; Quantitative Biology; Honours”. These approvals will be reported for information to Senate in APC’s 452nd report (for the meeting of Senate on 22nd January 2014).

It was agreed that, in future, guests would not present new programs and program revisions to APC, unless questions or concerns have arisen.

b) Approval Paths for Courses and Programs – revised **13-APC-12-37**

In order to streamline the process, the Council on Graduate and Postdoctoral Studies and APC's Subcommittee on Courses and Teaching Programs propose to modify the sequence of approval as of January 2014.

APC approved the revised Approval Path for Courses and Programs. This approval will be reported to Senate for information in APC's 452nd report (for the meeting of Senate on 22nd January 2014).

05.08 Graduate and Postdoctoral Studies

APC approved the proposed Memorandum of Agreement – McGill- Université Paris-Sud XI joint doctoral degrees and the proposed Memorandum of Agreement – McGill – University of Edinburg joint doctoral degrees. These approvals will be reported to Senate for information in APC's 452nd Report (for the meeting of Senate on 22nd January 2014).

It was agreed that, in future, the Council of Graduate and Postdoctoral Studies will approve Memoranda of Agreement for joint doctoral degrees in the name of APC, unless any concerns arise. Such approvals will be reported to APC annually.

05.09 International Student Exchange Partnerships/Exchange

APC approved the proposed Student Mobility Partnership with Shantou University, China. This approval will be reported to Senate for information in APC's 452nd report (for the meeting of Senate on 22nd January 2014).

05.10 Other business

- The APC meeting scheduled for March 6, 2014, has been cancelled due to the study break.
- The Chair informed the committee that, going forward, APC will submit its work plan for the following academic year to Senate in May or September while APC's report on the previous year will be submitted to Senate later in the fall.
- The Committee's members thanked Helen M.C. Richard, who has been Secretary to APC for the past 12 years, for her diligent work and wished her well in her new endeavors.

The meeting adjourned at 5:00 p.m.

Julie Degans and Helen M.C. Richard – AP_PE/APC/minutes/12-12-2013