

Minutes of the meeting of the APPC Sub-committee on New and Revised Courses and Programs (NRCP) held on **Thursday, January 9, 1997**, at 3:30 p.m. in Room 609 of the James Administration Building.

PRESENT: A. Currie, N. de Takacsy (Chair), A. Hamoui, W. Hendershot, R. Neufeld, S. Rytina, K. Woodman, Smith-Watkins (Secretary), L. White.

INVITED: Professors Jim Hanrahan and Evelyn Lusthaus, Faculty of Education.

5.01 The Agenda was approved with the Chair's request that the items from the Faculty of Education be considered at the beginning of the meeting as a courtesy to Professors Hanrahan and Lusthaus.

5.02 The minutes of the meeting of **November 28, 1996** were approved as circulated.

5.03 Business Arising

(1) Dentistry: Professor de Takacsy reported that he and Dr. Katz had yet to meet, but would do so in the near future, in order to prepare the proposal regarding revisions to the Dentistry curriculum which could then be submitted to APPC for approval.

(2) Course **431-506 Computer Aided Language Learning** was approved as revised.

5.04 Report from the Faculty of Education (97-NRCP-01-19)

Certificate in Inclusive Education (formerly Certificate in Special Education)

Professor Hanrahan reported that the field has changed radically, and the program had been revised to accommodate those changes. The revisions comprised changes to the title of the program and to the content of the courses, but no change had been made to the actual structure of the program.

Professor White said that 500-level courses are normally also reviewed by the Faculty of Graduate Studies and requested that **414-526 Talented and Gifted Students** and **414-539 Field Work: Exceptional Students** be reported to Graduate Faculty so that the calendar would be up to date.

Revisions to the **Certificate in Inclusive Education** were approved on motion by Professor Hendershot, seconded by Professor Woodman.

The following course revisions (to support the revised program) were approved on motion by Professor Neufeld, seconded by Professor White:

414-309 Exceptional Students

414-341 Instruction in Inclusive Schools

414-342 Organizing Special Education

414-343 Diagnosis and Assessment

414-344 Assessment for Instruction

414-440 Managing the Inclusive Classroom

414-441 Students with Behaviour Difficulties

414-442 Students with Learning Difficulties

414-443 Family, School and Community

414-526 Talented and Gifted Students (to be reported to Graduate Faculty)

414-444 Specialized Methods and Materials

414-445 Vocational Preparation

414-446 Special Topics

414-447 Special Topics

414-448 Special Topics

414-450 Computers and Special Needs

414-539 Field Work: Exceptional Students (to be reported to Graduate Faculty)

Professor de Takacsy thanked Professors Hanrahan and Lusthaus, who then left the meeting.

5.05 Report from the Faculty of Arts (97-NRCP-01-21)

The following courses were accepted as items of information:

101-215B Modern European History

101-214A Introduction to European History

The following new courses were approved. The Secretary had verified the titles to conform to the 33-character rule, and the Institute Secretary had indicated that the first part of the titles (e.g., Canadian Studies Seminar V) should be retained.

106-405A/B Canadian Studies Seminar V

106-406A/B Canadian Studies Seminar VI

5.06 Report from the Faculty of Graduate Studies (97-NRCP-01-22)

MBA Program in Japan

Professor White wished to address the item regarding the **McGill MBA Program in Japan**. She said that this was not a new program, and there was nothing that required approval. It seemed that the reason it was on this report was because it went to Executive. In her opinion, NRCP was not required to take any action, nor should the proposal go to APPC. However, she did say that the Faculty anticipated more proposals of this type, and it should be made clear what the approval process is.

Professor Neufeld agreed that some type of procedure was required. It seemed clear to him that the University must look at proposals of this type, and perhaps should create guidelines for structuring such programs. He felt that some questions were not answered by this particular proposal, for example, how fees would be paid, and how costs for the program would be covered.

Professor de Takacsy felt the proposal raised major academic issues, such as what kinds of programs is the University offering. He felt that APPC has the responsibility to look after academic issues, and it would be failing in that responsibility if it did not examine proposals like this one. He had specific questions about the structure of the program, which certainly differed from the standard; he also had questions about the format of presentation, methods of evaluation, and who would teach the courses.

The ensuing discussion centred around NRCP's and APPC's obligations regarding this type of proposal. It was noted that APPC's mandate was very broad but that it would probably ask NRCP to define what it would like to do and report to APPC. NRCP members agreed that this particular issue was one of policy, and without guidelines, NRCP could not know how to proceed. Professor Rytina said he was not comfortable with departing too far from past practice without reviewing proposals. Professor de Takacsy said that APPC's mandate includes consideration of all academic issues and NRCP has been charged with reviewing all new and revised programs. He felt that NRCP should look at these types of proposals unless otherwise advised. Professor Woodman said that if distance and satellite education programs are on the rise, then some body at the University must examine the proposals.

It was agreed that NRCP would report to APPC that it would **continue to look at all programs and courses where format and delivery changes raise questions of resources and structure, even if the program/course is not formally altered.**

It was also agreed that the proposal for the **MBA Program in Japan** would not be discussed any further at this point.

MSc/MBA in Agricultural Economics (Joint Degree)

Professor White said that several such joint programs existed (e.g. MBA/Law, MBA/Medicine). She said that students would receive both degrees upon completion of program requirements. **Professor White moved approval, seconded by Professor Hendershot.**

Professor Neufeld said that the word “Internship” had different implications, and had been replaced by the word “stage” in a previous proposal. He suggested that the same be done in this instance. Professor Hendershot requested that the memo sent to the Department give justification of the change.

The MSc/MBA in Agricultural Economics was approved with the change of “Internship” to “Stage”.

MA in Communications (non-thesis). Professor White said that the program wishes to introduce a non-thesis option, which would include more courses and a research project. **Professor White moved approval of the program, seconded by Professor Rytina.**

Faculty Mr. Hamoui asked how a small number of faculty could offer more courses. Professor White replied that the program already offers a sufficient variety of courses and that students may also take other courses in the of Arts. Professor de Takacsy said he could not find one course listed in the proposal in the Graduate Faculty calendar. Professor Rytina responded that no new courses were being proposed; rather a relabelling of local nomenclature was taking place.

Professor de Takacsy said that a “mapping” of courses for NRCP’s information would be helpful. Professor White agreed to provide this for the next meeting. As well, the Department would be asked which courses it planned on offering next year, or in a typical year. The Department would also be asked why the program’s credit count totalled 48 and not 45. This information would be reported at the next meeting.

MA Counselling Psychology

This program was **approved on motion by Professor White, seconded by Mr. Currie.**

The following new courses were approved:

334-688G M.Sc. Thesis-Stage I

334-689G M.Sc. Thesis-Stage II (the Secretary will verify the title of the prerequisite for this course, labelled as 334-688G Agribusiness Internship I on the proposal form).

109-696B Research Project I

109-697A Research Project II

154-706A/B Selected Topics

275-702A Advances in Consumer Behaviour

275-703B Advances in Services Marketing

5.07 Report from the Faculty of Management (97-NRCP-01-23)

After brief discussion, it was decided to bring this report back to the next meeting of NRCP.

5.08 The meeting adjourned at 5:24 p.m.

It was proposed that meeting times revert to 3:00 (as Professor Hendershot’s teaching schedule had changed).