

Minutes of the meeting of the APPC Subcommittee on Courses and Teaching Programs held **Thursday, February 4, 1999** at 3:00 p.m. in the James Annex Conference Room.

PRESENT: Radan Capek, Martha Crago (Chair), Sam Johnston (Interim SSMU student rep.), Chandra Madramootoo, Steve Rytina, Cindy Smith (Secretary), Nina Spada, Kenneth Woodman

REGRETS: Steve Cohen (Interim PGSS student rep.)

10.01 The Chair added to Business Arising the item of B.Ed.(Inclusive Education) [98-SCTP-08-01]. The Agenda was approved with this addition.

10.02 The Minutes of the meeting of January 7, 1999 were approved, with the following changes:

Item 09.08, page 4, second paragraph, second to last sentence should read: "... of a system which they had used to calculate hours and credits."

Item 09.09, page 4, Department of Jewish Studies - Major Concentration in Jewish Studies, the first sentence should read: "Program revisions include changes"

10.03 **BUSINESS ARISING**

(a) Faculty of Dentistry - 98-SCTP-10-11

D.D.S. (51 credits)

The committee reviewed the Faculty's revised program. The revisions included an increase of credits (from 43), and adding and removing courses. The revisions to this program were approved.

The following new course was approved:

590-313B Community Clinics (1 credit).

Revisions to the following courses were approved. [Secretary's note: As requested by the committee, I verified the duration of course 590-314C with Hélène Hogan, Faculty of Dentistry. She indicated it will run for four weeks.]

590-305H Dental Public Health (4 credits)

590-315H Orthodontics (3 credits)

590-310H Multidisciplinary Clinic (9 credits)

590-330D Rotations (2 credits)

590-311H Endodontics (3 credits)

590-337B Treatment Planning (2 credits)

590-314C Summer Clinic/Externships (3 credits)

(b) Faculty of Science - 99-SCTP-01-40

Department of Biochemistry/Medicine

B.Sc. Major in Biochemistry

The committee reviewed the memorandum from Professor E.A. Meighen, Department of Biochemistry, which indicated the change, as requested by SCTP, to the italicized note at the bottom of page 4 of the detailed Biochemistry program changes list. This correction is in order, but the write-off from the Department of Mathematics and Statistics re the math course(s) has not yet be received. Therefore, approval is delayed until write-off is reviewed.

Department of Earth & Planetary Sciences

B.Sc. Majors in Earth & Planetary Sciences, Honours in Earth Sciences, and Honours in Planetary

Science

The committee reviewed the corrected program revision proposal form from Professor Jeanne Paquette, Department of Earth & Planetary Sciences. These revisions were approved.

(c) Faculty of Education - 98-SCTP-08-01

B.Ed.(Inclusive Education)

The Chair reported for information only that a memorandum was sent to Professor Bruce Shore, Chair of Educational and Counselling Psychology, to indicate that approval of this program is not possible at this time as Dean Ratna Ghosh, Faculty of Education, has indicated funding is not available for the program. [Secretary's note: The memorandum was readdressed to Professor Robert Bracewell, Chair (Acting) of Educational and Counselling Psychology, as Professor Shore is on leave from the University from January 1999 until June 1999.]

10.04 FACULTY OF EDUCATION - 99-SCTP-02-47

Office of Student Teaching

435-373B Second Year Field Exp. (Sec.) (3 credits)

It was suggested that "35 hrs/week" be indicated under the HRS/WK column, then "105 hrs" under total Hrs. column. This new course was approved with this change.

435-479B Field Experience Secondary (6 credits)

It was suggested that "35 hrs/week" be indicated under the HRS/WK column, then "245 hrs" under total Hrs. column. This new course was approved with this change.

10.05 FACULTY OF ARTS - 99-SCTP-02-49

Department of English

110-230A,B Intro. to Theatre Studies (3 credits)

Revision to this course included a credit weight decrease from 6. The committee requested verification from the Department whether this credit reduction reflects a change in the Major Program in Drama and Theatre. If that is the case, SCTP requires a program change proposal from the Faculty. Professor Crago will verify with the Department and report back at a later date. [Secretary's note: I have confirmed with Professor Gary Wihl, Chair - Department of English, that a program change form will be submitted by the Faculty, to reflect the decrease in credit weight, at a later date.] The course revision was approved.

110-269A,B Introduction to Performance (3 credits)

Again, revision to this course included a credit weight decrease from 6. The committee requested verification from the Department whether this credit reduction reflects a change in the Major Program in Drama and Theatre. If that is the case, SCTP requires a program change proposal from the Faculty. Professor Crago will verify with the Department and report back at a later date. [Secretary's note: I have confirmed with Professor Gary Wihl, Chair - Department of English, that a program change form will be submitted by the Faculty, to reflect the decrease in credit weight, at a later date.] The course revision was approved.

Department of Italian Studies

132-470A,B Seminar: Italian Literature (3 credits)

The committee requests verification from the Department whether the program will require a program change, due to this course revision of credit weight decrease from 6. The secretary will contact the Department and request a program change form, if necessary, and report back to the committee. [Secretary's note: I have confirmed with Professor Maria Predelli, Chair - Department of Italian Studies, that a program change form will be submitted by the Faculty, to reflect the decrease in credit weight, at a later date.] The course revision was approved.

132-680A,B Problems in Italian Lit. (3 credits)

Again, the committee requests verification from the Department whether the program will require a program change, due to this course revision of credit weight decrease from 6. The secretary will contact the Department and request a program change form, if necessary, and report back to the committee. [Secretary's note: I have confirmed with Professor Maria Predelli, Chair - Department of Italian Studies, that a program change form will be submitted by the Faculty, to reflect the decrease in credit weight, at a later date.] The course revision was approved.

Department of Art History

123-334A,B 18th Century European Art (3 credits)

The committee requests verification from the Department whether the program will require a program change, due to this course revision of credit weight decrease from 6. The secretary will contact the Department and request a program change form, if necessary, and report back to the committee. [Secretary's note: I have confirmed with Professor Christine Ross, Chair - Department of Art History, that a program change form is not necessary as this course is elective and will not effect any programs.] The course revision was approved.

10.06 FACULTY OF SCIENCE - 99-SCTP-02-50

Department of Biology

Major Program in Biology (54 credits)

The revision to this program consisted of course number changes. The committee approved this revision.

Honours Program in Biology (67 or 70 credits)

The revision to this program consisted of course number changes. The committee approved this revision.

Faculty Program in Biology (54 credits)

The revision to this program consisted of course number changes. The committee approved this revision.

Faculty Program in Biology and Mathematics (57 credits)

The revision to this program consisted of course number changes. The committee approved this revision.

177-632A Limnology (3 credits)

The committee approved the correction, which was a typographical error, to the credit weight for this course. The calendar indicates credit weight of 2, when in fact it should be 3.

Department of Earth & Planetary Sciences

186-205A Astrobiology (3 credits)

This new proposed course has the same title as the proposed new course 504-205A. The committee did not think this was allowed. Professor Crago would verify this, and report back to the committee at a later date for approval.

Department of Anatomy and Cell Biology

504-205A Astrobiology (3 credits)

This new proposed course has the same title as the proposed new course 186-205A. The committee did not think this was allowed. Professor Crago would verify this, and report back to the committee at a later date for approval.

Department of Physics

Minor in Physics (18 credits)

This new program was approved.

Departments of Atmospheric and Oceanic Sciences and Chemistry

Three new courses (195-219A, 195-419B, and 195-619B) proposed by Department of Atmospheric and Oceanic Sciences are also being proposed by the Department of Chemistry with identical titles but different numbers (respectively 180-219A, 180-419B, and 180-619B). The committee queried as to why a single 500-level for each pair of same-titled courses isn't proposed. Professor Crago indicated she would clarify this with the Faculty and Departments and approve on behalf of the committee if a simple solution is derived. She will report back at a later date.

McGill School of Environment

B.Sc. Major in Environment: Renewable Resource Management (42 credits)

Professor Madramootoo indicated that the Faculty of Agricultural and Environmental Sciences, who are responsible for producing this domain, held an electronic vote for approval for this new program. The committee requested that the secretary confirm with that Faculty the results of this vote before final approval. [Secretary's note: Confirmation was received from Kathy MacLean, Dean's Office, Faculty of Agricultural and Environmental Sciences, that this domain was approved at the Faculty level.] Therefore, SCTP approved this new program.

Major Program in Two Subjects for Teachers (Concurrent B.Sc./B.Ed. Program) (90 credits)

The revision to this program consisted of replacing the existing list of elective Education courses by a new list where certain alternative courses are given. The committee approved this revision.

10.07 **FACULTY OF MANAGEMENT** - 99-SCTP-02-52

Bachelor of Commerce (Honours in Accounting) (36 credits)

The revisions to this program include: reduced number of required Accounting credits and changes in required and complementary courses lists. Professor Madramootoo queried whether the 21 required credits merited an honours program. Professor Rytina noted that these revisions reduced the required number of courses and increased the complementary number of courses. Professor Crago indicated she would contact the Faculty of Management concerning their concept of their honours program, she will verify whether this program should in fact be indicated as honours, and report back to the committee at a later date.

10.08 **CYCLICAL REVIEW GUIDELINES** - 99-SCTP-02-51

The committee reviewed the document supplied by APPC's Subcommittee on Planning and Priorities. Professor Crago explained that these guidelines are changing to fit faculties' annual reports. She indicated that SCTP is mentioned under the topic of "Follow-up", and thought that SCTP's role should be more specifically outlined. Also, she queried as to whether SCTP would have any in-put with the review committees.

After further discussion of the guidelines, the committee agreed to request that APPC provide specific details of SCTP's involvement with cyclical reviews, the reasoning for SCTP's involvement, what type of evaluation SCTP will make, and how much input SCTP will have. The Chair indicated she would put the committee's concerns, in writing, before APPC and report back at a later date.

10.09 **OTHER BUSINESS**

The secretary reported the following minor changes. The minor changes reported from the Faculties of Arts, Management, and Science were approved.

Faculty of Arts (see 99-SCTP-02-49)

101-320A European Thought and Culture I (3 credits) - title and description changes;
101-321B European Thought & Culture II (3 credits) - title and description changes;
110-276A,B Methods of Cultural Analysis (3 credits) - title and description changes;
110-328A,B Develop. of Canadian Poetry I (3 credits) - split of 110-328D;
110-333A,B Develop. of Canadian Poetry II (3 credits) - split of 110-328D;
110-395A,B Cultural Studies and the Arts (3 credits) - title change;
110-424A,B Irish Literature (3 credits) - title change;
117-462 Japan in Asia (3 credits) - title and description changes;
123-434A,B 17th and 18th Century Art (3 credits) - addition of restriction and number change from 123-472A,B;
132-620B Contemp. Literary Criticism (3 credits) - title and description changes;
141-400A Advanced Russian Language I (3 credits) - addition of restriction, remove "permission of Department" prerequisite, title and description changes;

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141-401B Advanced Russian Language II (3 credits) - addition of restriction, title and description changes;
151-204A,B Symbol Systems and Ideologies (3 credits) - description change;
160-473A,B Democracy and the Market (3 credits) - title and description changes;
160-575A,B Seminar: International Politics (3 credits) - description change;
166-307 Social and Political Movements: General Approaches (3 credits) - retirement;
407-242 Social Service Delivery System (3 credits) - retirement;
407-350C Social Work Skills Laboratory (3 credits) - addition of corequisite 407-353C, description change;
407-353C Introduction to Practice (6 credits) - description change;
407-536 Self-Help/Mutual Aid Seminar (3 credits) - retirement;
407-614 Administration (3 credits) - retirement;
407-621 Individual Casework (3 credits) - retirement;
407-639 Changing Canadian Families (3 credits) - retirement;
407-640 Intergenerational Relations (3 credits) - retirement;
407-654 Cross-Cultural Social Work Theory and Practice (3 credits) - retirement;
407-665 Health Promotion (3 credits) - retirement;
407-670 Social Construction of Law/Social Work (3 credits) - retirement.

Faculty of Management

274-478B Intl. Financial Management (3 credits) - number and title changes.

Faculty of Science (see 99-SCTP-02-50)

177-111A Princ. of Organismal Biology (3 credits) - description change;
177-112B,L Cell and Molecular Biology (3 credits) - increase lab hrs/wk from 3 to 3.5;
177-201B Cell Biology and Metabolism (3 credits) - description change;
177-205B Biology of Organisms (3 credits) - prerequisite change;
177-208A Introduction to Ecology (3 credits) - number, title, and prerequisite changes;
177-222T Basic Biotechnology (3 credits) - addition of prerequisite, description change;
177-240T Monteregian Flora (3 credits) - title and description changes;
177-304A Evolution (3 credits) - addition of restriction, number, prerequisite, and description changes;
177-307B Behaviour. Ecology/Sociobiology (3 credits) - prerequisite change;
177-324A Ecological Genetics (3 credits) - prerequisite change;
177-327A Herpetology (3 credits) - prerequisite change;
177-331A Ecology/Behaviour Field Course (3 credits) - prerequisite change;
177-333B Plant Biotechnology (3 credits) - description change;
177-334E Applied Tropical Ecology (3 credits) - prerequisite change;
177-335T Marine Mammals (3 credits) - prerequisite change;
177-336C Marine Aquaculture (3 credits) - prerequisite change;
177-337C Ecology & Behaviour of Fishes (3 credits) - prerequisite change;
177-341B History of Life (3 credits) - prerequisite change;
177-345A Parasitism and Symbiosis (3 credits) - prerequisite change;
177-351B The Biology of Invertebrates (3 credits) - prerequisite change;
177-352B Vertebrate Evolution (3 credits) - prerequisite change;
177-353A Low. Eucarya: Protista & Fungi (3 credits) - addition of corequisite and prerequisite change;
177-354B Biology of Birds (3 credits) - prerequisite change;
177-358A Canadian Flora (3 credits) - addition of restriction, prerequisite and description changes;
177-365A Conservation Biology (3 credits) - prerequisite change;
177-389B Laboratory in Neurobiology (3 credits) - prerequisite change;
177-413A,B,C,L,T Reading Project (1 credit) - prerequisite change;
177-432A Limnology (3 credits) - prerequisite and description changes;
177-441B Biological Oceanography (3 credits) - prerequisite change;
177-442B Marine Biology (3 credits) - prerequisite change;
177-453B Neotropical Environment (3 credits) - addition of corequisite, restriction and prerequisite changes;

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177-460A Aquatic Conservation (3 credits) - prerequisite change;
177-470B Lake Management (3 credits) - prerequisite change;
177-472A Molecular Evolution (3 credits) - prerequisite and description changes;
177-473A Ecol. of Aquatic Invertebrates (3 credits) - prerequisite change;
177-483B Stats. in Population Ecology (3 credits) - prerequisite change;
177-505B Diversity & Systematics Seminars (3 credits) - prerequisite change;
177-535B Political Ecology (3 credits) - prerequisite change;
177-555L Functional Ecology of Trees (3 credits) - prerequisite change;
186-637A,B The Inversion of Geophysical Data (3 credits) - retirement;
186-666B Marine Geology and Geochemistry (3 credits) - retirement;
204-308A Physiological Psychology I (3 credits) - prerequisite change;
204-318B Physiological Psychology II (3 credits) - prerequisite change;
204-418A Psychological Bases of Sexual Behaviour (3 credits) - retirement;
204-434B Selected Topics in Psychotherapy (3 credits) - retirement.

There being no further business, the meeting adjourned at 4:55 pm.