

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs held **Thursday, September 7, 2000** at 3:00 p.m. in Room 609 of the James Administration Building.

PRESENT: Denis Berthiaume, Radan Capek, Martha Crago (Chair), Sam Drury, Jane Everett, William Hendershot, Clara Péron, Joan Russell, Cindy Smith (Secretary)

The Chair welcomed the following new members to the committee: Professor Jane Everett (Faculty of Arts), Professor William Hendershot (Faculty of Agricultural and Environmental Sciences), and Professor Joan Russell (Faculty of Education). The mandate for SCTP was reviewed.

01.01 The Agenda was approved with the following addition:

- under Regular Business – Report from the Faculty of Arts [00-SCTP-09-07].

01.02 The Minutes of the meeting of June 8, 2000 were approved as circulated.

01.03 **BUSINESS ARISING**

Secretary's note: The revision/additional information requested by SCTP was received for the following previously-submitted proposal, reviewed by the Chair, and approved on behalf of SCTP.

Faculty of Agricultural and Environmental Sciences

- new course 375-350B Mammalogy (3 cr.) [00-SCTP-04-43; April 13, 2000].

Correction: Minor changes reported to the SCTP meeting of May 25, 2000 by the Faculty of Education, Graduate School of Library and Information Studies – courses 406-676A,B and 406-680A,B should have read 405-676A,B and 405-680A,B, respectively.

Withdrawal: Minor changes reported to the SCTP meeting of May 11, 2000 by the Faculty of Arts, School of Social Work – course retirement for 407-615B Current Research in Social Work (3 cr.) was withdrawn as per Lillian Iannone, Student Affairs Coordinator, School of Social Work.

01.04 **FACULTY OF MEDICINE – 00-SCTP-09-01**

Department of Biomedical Engineering

399-700A,B,C Ph.D. Comprehensive (0 cr.)

The Chair explained that the Department had assigned a course number, as required by the Faculty of Graduate Studies and Research, to their Ph.D. Comprehensive course. This new course was approved. The committee requested that a program revision be submitted to SCTP to include this new course.

01.05 **FACULTY OF LAW - 00-SCTP-09-02**

496-017D Legal Method Teach Group 2nd Year (4 cr.)

The committee noted that the title was greater than 30 characters, therefore it should be revised. The committee requested that the Faculty consider renumbering their courses to be coherent to the University's numbering system (ex. first-year courses = 100 level; second-year courses = 200 level etc.) and report to SCTP on its decision.

The committee suggested that “2nd Year” not be included in the course title and that “Legal Method Teaching Group 2” be substituted. Correspondingly, if there is another course of the same kind the title should be adjusted to match this one (ex. Group 1). The following questions for this proposal arose: how would students be evaluated, why 4 credits for only 4 hrs/wk of laboratory work, and was this course credit for TA work? The

committee could not understand the nature of this course from the present description. The phrase “Students

selected” indicated at the beginning of the description was not clear. It was suggested that the word “his” be removed from the last sentence, therefore it should read: “Permission of Dean or Dean’s delegate required.” SCTP will review the revised new course proposal.

The Chair requested that all faculties report to SCTP any courses which are given to TAs and whether they are credited or not.

01.06 FACULTY OF AGRICULTURAL AND ENVIRONMENTAL SCIENCES – 00-SCTP-09-03

Department of Animal Science

342-465B Applied Information Systems (3 cr.)

It was noted that the proposal was well written. The committee commented that a consultation report was normally obtained from a separate department or faculty, not from the department that proposed the course. It should comment on any existing courses which overlapped and/or opinions on the proposed course. This new course was approved.

01.07 FACULTY OF ARTS – 00-SCTP-09-07

Faculty of Religious Studies

260-207A,B The Study of World Religions I (3 cr.)

The committee suggested that the Faculty consider using the Arabic numeral “1” instead of the Roman numeral “I”, especially if in the future a “The Study of World Religions 2” course was planned (if the Roman numeral “II” would be used, then the course title would be greater than 30 characters). This new course was approved.

Secretary’s note: Luvana DiFrancesco, Faculty of Religious Studies, agreed that the Arabic numeral “1” should be used in the title, therefore it should read: “The Study of World Religions 1.”

01.08 OTHER BUSINESS

Minor Changes

The secretary reported the following minor changes for the Faculties of Agricultural and Environmental Sciences, Engineering, and Music, which were approved. These minor changes will be reported to APPC (and FGSR, if graduate level) for information only.

Faculty of Agricultural and Environmental Sciences

Institute of Parasitology

Graduate Certificate in Biotechnology (15 cr.) – course 394-621A,B was deleted from the list of Required Courses; Required Courses credits were decreased from 9 to 6 credits; Complementary Courses credits were increased from 6 to 9 credits; and “One of: 394-621A or 516-511B” and course 336-530B were added to the list of Complementary Courses.

Department of Food Science and Agricultural Chemistry

333-230A Organic Chemistry (4 cr.) – description change.

Faculty of Engineering – REMINDER: Departments should submit program revision proposals, if not previously done, to reflect these changes.

Department of Chemical Engineering

302-697A,B,T Thesis Proposal (6 cr.) – title change;

302-698A,B,T Thesis Research I (12 cr.) – title change;

302-699A,B,T Thesis Research II (15 cr.) – title change.

Faculty of Music

Department of Performance

M.Mus. in Performance; Chamber Music (48 cr.) – add harp to the following list of exceptions in the program description: “(All instruments except Early Music Instruments, Harp, Organ and Double Bass)”;
M.Mus. in Performance; Orchestral Training – Orchestral Instruments (45 cr.) – add the following to the beginning of the program description: “(Except Harp.)”.

Nested Graduate Certificates [00-SCTP-09-04]

The Chair explained that the Department of Educational and Counselling Psychology was seeking advice as to the acceptability of proposing a set of graduate certificates that could be put together to create a non-thesis master’s degree. The term “nested” is used for this concept by American universities. Usually, three 15-credit graduate certificates are combined for a non-thesis master’s degree.

Mr. Berthiaume commented that currently three universities in Québec offered microprogrammes that are combinable to form a degree: UQAM, Laval, and Université de Montréal. It was suggested that these universities be consulted during the development stage of a proposal. In those universities, two certificates combine to make a diploma and three to make a master’s degree.

Following further discussion, SCTP concluded that it wasn’t clear if this concept would be acceptable but that it was difficult to ascertain without seeing a more specific proposal. The committee felt that the Department should submit a proposal, bearing in mind that the certificates need to be constructed in such a way that the set of three really are equivalent to a master’s degree. Also, it was requested that the Department provide examples of similar programs existing at other universities in the proposal. A rationale should be included as to why the Department wished to develop this type of program.

Chair’s note: The Department should consult with Dean Ghosh before proceeding, to verify if the development of such a proposal is in line with the future directions of the Faculty of Education. The Chair will also consult with the Graduate Policy Committee as to the acceptability of such an arrangement.

Internships, Cooperative Experiences, Practicums [00-SCTP-09-05]

The Chair discussed the creation of the document, which listed different types of internships/cooperative programs currently at McGill. It was the result of the initiative taken by undergraduate students who desired an increase in these types of programs at McGill. A drawback for certain students is that certain internships could extend the students’ program by 1 year. Also, not every department has an internship option within its programs. Ms. Péron felt that students prefer internships during the summer or the school year. It was noted that credit weight was omitted from the document circulated. Professor Crago responded that various credit weighting was done and that a credit formula would be desirable and should be developed. The Chair and Ms. Péron will do further work on this and will attempt to compile recommendations for approval by the Vice-Principal (Academic), SCTP, and APPC.

There being no further business, the meeting adjourned at 4:10 pm.