

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs (SCTP) held **Thursday, April 26, 2001** at 3:00 p.m. in Room 609 of the James Administration Building.

PRESENT: Shivanand Balram, Radan Capek (Acting Chair), Sam Drury, Joan Russell, Cindy Smith (Secretary)

REGRETS: Martha Crago, Jane Everett, William Hendershot, Clara Péron

13.01 The Agenda was approved with an item, concerning Communications to the Community, added under Other Business by Professor Drury.

13.02 The Minutes of the meeting of April 12, 2001 were approved as circulated.

13.03 BUSINESS ARISING

- (a) Report from the Faculty of Science [00(1)-SCTP-03-39 REVISED]

SCTP's requested changes:

- change in program lay out, page NEO 13, "List of Frequently Asked Questions", item 3, 3rd line: "Smithsonian Tropical Research Institute-McGill University Option in Neotropical Environment" to "McGill University-Smithsonian Tropical Research Institute Option in Neotropical Environment"
- change in program lay out, page NEO 14, "List of Frequently Asked Questions", item 6, 4th line: "Ph.D." to "Ph.D.II"

SCTP requested:

- clarify what the requirements would be if Neotropical Environment Ph.D. students have a Master's in Neotropical Environment; this should be addressed over the next two years and reported to SCTP

Faculty of Agricultural and Environmental Sciences

Department of Agricultural and Biosystems Engineering

New program options approved, to FGSR for discussion

M.Sc. in Agricultural and Biosystems Engineering; Neotropical Environment (46 cr.)

M.Sc.(Applied) in Agricultural and Biosystems Engineering; Non-Thesis; Neotropical Environment (45 cr. minimum)

Ph.D. in Agricultural and Biosystems Engineering; Neotropical Environment (0 cr.)

Department of Natural Resource Sciences

New program options approved, to FGSR for discussion

M.Sc. in Renewable Resources; Neotropical Environment (48 cr.)

Ph.D. in Renewable Resources; Neotropical Environment (0 cr.)

SCTP requested:

- confirmation that under Ph.D. Neo Program Requirements it should be indicated "Participation in MSE-Panama Symposium Presentation in Montreal is required"; response should be e-mailed to Cindy Smith, SCTP Secretary (cindy.smith@mcgill.ca)

Department of Plant Science

New program options approved, to FGSR for discussion

M.Sc. in Plant Science; Neotropical Environment (48 cr.)

Ph.D. in Plant Science; Neotropical Environment (0 cr.)

SCTP requested:

- change Required Courses to 6 credits on the side-by-side comparison; the SCTP Secretary will make this change to the proposal

Department of Biology

New program options approved, to FGSR for discussion

M.Sc. in Biology; Neotropical Environment (48 cr.)

Ph.D. in Biology; Neotropical Environment (0 cr.)

177-640B Tropical Biol and Conservation (3 cr.)

New course approved

177-641A,B,T Issues in Tropical Biology (3 cr.)

SCTP's suggested change:

- revise description to read: "Advanced ... Latin America including tropical marine ..."

New course approved with this change

Department of Geography

New program options approved, to FGSR for discussion

M.Sc. in Geography; Neotropical Environment (48 cr.)

Ph.D. in Geography; Neotropical Environment (0 cr.)

Faculty of Arts

Department of Geography

New program option approved, to FGSR for discussion

M.A. in Geography; Neotropical Environment (48 cr.)

Department of Political Science

New program option approved, to FGSR for discussion

Ph.D. in Political Science; Neotropical Environment (0 cr.)

SCTP requested:

- indicate in program side-by-side comparison specific language requirement as Spanish

160-644B Tropical Environmental Politics (3 cr.)

SCTP's suggested changes:

- shorten title to "Tropical Envrnmntl Politics"
- description revised to "Environmental politics ... development, with emphasis on problems ..."

New course approved with these changes

Department of Sociology

M.A. in Sociology; Neotropical Environment (48 cr.)

New program option approved, to FGSR for discussion

M.A. in Sociology; Non-Thesis; Neotropical Environment (48 cr.)

SCTP's requested changes:

- revise existing M.A. in Sociology; Non-Thesis, as Research Paper credit weight must not be greater than 18 credits; this program revision must follow normal approval process (e.g., departmental, faculty, SCTP)
- clarify if program credit weight is 48 or 45 credits and correct either proposal form (48 credits) or change credit weight on program side-by-side comparison "M.A. (Non-Thesis) NEO Program Requirements (45 credits)"

SCTP requested:

- resubmit revised proposal with all signatures to SCTP (at same time as program revision for M.A. in Sociology; Non-Thesis proposal submitted to SCTP), quoting document number 00(1)-SCTP-03-39 REVISED, for expedited approval by SCTP Chair

Ph.D. in Sociology; Neotropical Environment (0 cr.)

SCTP's requested change:

- revise existing Ph.D. in Sociology, as Ph.D. Comprehensive Exam does not contain a course number; new course proposal and revised program proposal for Ph.D. in Sociology must follow normal approval process (e.g., departmental, faculty, SCTP)
- indicate in program side-by-side comparison specific language requirement as Spanish

SCTP requested:

- resubmit revised proposal with all signatures to SCTP (at same time as program revision for Ph.D. in Sociology proposal submitted to SCTP), quoting document number 00(1)-SCTP-03-39 REVISED, for expedited approval by SCTP Chair

McGill School of Environment
170-610C Foundations of Environ Policy (3 cr.)

New course approved

170-611A,B The Economy of Nature (3 cr.)

New course approved

170-612A,B,C,L Tropical Environmental Issues (3 cr.)

SCTP's suggested change:

- description shortened to: "Interdisciplinary ... problems. Some issues include watershed ..."

New course approved with this change

170-680A,B Topics in Environment 4 (3 cr.)

SCTP's suggested change:

- delete last sentence from description so it now reads: "Seminars and ... special guests."

New course approved with this change

(b) Report from the Faculty of Science [00(1)-SCTP-03-39 REVISED]

McGill School of Environment

Bay of Fundy Field Study Semester (15 cr.)

New field study semester approved, to APPC for discussion

170-465A Environment and Social Change (3 cr.)

SCTP's suggested change:

- revise description to read: "Impacts of globalization ... Emphasis on ... compromises inevitable in global-local interactions."

New course approved with this change

170-466A Research in Atlantic Canada (6 cr.)

SCTP's suggested change:

- revise description to read: "Students will work ... ecotourism."

New course approved with this change

McGill Institute for Canadian Studies
106-407A Understanding Atlantic Canada (3 cr.)

SCTP's suggested change:

- revise description to read: "Historical context ... maritime context."

New course approved with this change

Secretary's note: The revisions/additional information requested by SCTP were received for the following

previously-submitted proposals, reviewed by the Chair, and approved on behalf of SCTP.

Faculty of Arts

- program revision to the **M.A. in German Studies; Non-Thesis** (48 cr.) [00(1)-SCTP-02-32 REVISED; February 15, 2001];
- new course 101-550A Roman History: Seminar (3 cr.) – description revised to read: “Various topics in Roman History”; [00-SCTP-11-14; November 2, 2000];
- new course 101-551B Roman History: Research (3 cr.) [00-SCTP-11-14; November 2, 2000].

Faculty of Law [00-SCTP-04-42 REVISED (04/27); April 12, 2001]

- new program option **B.C.L./LL.B.; Major Concentration in Commercial Negotiation** (105 cr. + 36 cr.);
- new program option **B.C.L./LL.B.; Major Concentration in Dispute Resolution** (105 cr. + 36 cr.);
- new program option **B.C.L./LL.B.; Major Concentration in International Governance and Development** (105 cr. + 36 cr.);
- new program option **B.C.L./LL.B.; Major Concentration in Trial and Appellate Practice** (105 cr. + 36 cr.).

13.04 FACULTY OF SCIENCE – 00(1)-SCTP-04-53

Department of Physical Education (Faculty of Education)

Minor in Kinesiology (18 cr.)

New program consisted of 9 credits of Required Courses and 9 credits of Complementary Courses. Designed to provide students with basic comprehensive knowledge of scientific bases of human physical activity and the relationship with health and well being.

SCTP’s suggested changes:

- indicate program title as: Minor in Kinesiology for Science Students
- indicate administering faculty as: “Science/Education”

New program approved with these changes, to APPC for discussion

Department of Geography

B.Sc.; Honours in Geography (66 cr.)

Program revisions:

- description revised to read: “The Honours ... physical geography. The student must ...”
- deleted from Required Courses 183-216, 183-217, 183-290, and sentence “9 credits of research and thesis courses”
- Required Courses credit weight reduced from 31 to 24 credits
- added to Complementary Courses: sentence “6 credits of introductory courses, two of” with courses 183-210, 183-216, 183-217
- Complementary Courses credit weight increased from 36 to 42 credits
- program credit weight decreased from 67 to 66 credits

Revised program approved, to APPC for information

183-424B Europe: Places and Peoples (3 cr.)

Course revisions:

- title, prerequisite, credit weight decrease from 6, consolidation of 183-424 and 183-323, and description

Revised course approved

Department of Physics

198-521A Astrophysics (3 cr.)

New course approved

13.05 FACULTY OF ARTS – 00(1)-SCTP-04-55

International Development Studies

B.A.; Honours in International Development Studies (57 cr.)

New program consisted of 18 cr. of Required Courses and 39 cr. of Complementary Courses. Program proposal result of high number of student enrolment in International Development Studies.

New program approved, to APPC for discussion

B.A.; Joint Honours in International Development Studies (36 cr.)

New program consisted of 12 cr. of Required Courses and 24 cr. of Complementary Courses. Program proposal result of high number of student enrolment in International Development Studies.

SCTP requested:

- program description be shortened to 150 words or less
- revised first page of proposal be submitted to the SCTP Secretary, Cindy Smith (e-mail: cindy.smith@mcgill.ca), for expedited approval by SCTP Chair (document number 00(1)-SCTP-04-55 REVISED should be quoted)

152-491A,B Research Project (3 cr.)

SCTP's suggested change:

- indicate 6 hrs/wk for type of course "Research/Reading Project" to reflect 3 credits; SCTP Secretary will make this addition to the proposal form

New course approved with this change

13.06 OTHER BUSINESS

Minor Changes

The secretary reported the following minor changes from the Faculties of Arts, Medicine, and Science, which were approved. These minor changes will be reported to APPC (and FGSR, if graduate level) for information only. Note changes made by SCTP below.

Faculty of Arts

Department of German Studies

129-682A,B Research Paper 3 (6 cr.) – credit weight decrease from 12 cr.; SCTP requested this change and SCTP Chair permitted the submission as a minor change.

International Development Studies

152-492A,B,D,N Honours Thesis (6 cr.) – title.

Department of English

110-308A,B English Renaissance Drama 1 (3 cr.) – title and description;

110-309A,B English Renaissance Drama 2 (3 cr.) – title and description; SCTP requested: differentiate description from 110-308 or provide rationale as to why the same; submit revised proposal or rationale to SCTP Secretary, Cindy Smith (e-mail: cindy.smith@mcgill.ca or fax: 8983);

110-363A,B Creative Writing-Fiction 1 (3 cr.) – proposal withdrawn, as course retired in 1998; Department was notified that new course proposal should be proposed (through normal approval process);

110-364A,B Creative Writing-Fiction 2 (3 cr.) – title and prerequisite; *Secretary's note:* the information in the Prerequisite Change should be a Restriction Change; I will make the change to the proposal;

110-370A,B History of the Theatre 1 (3 cr.) – title and description;

110-371A,B History of the Theatre 2 (3 cr.) – title and description;

110-467A,B History of the Theatre 3 (3 cr.) – description;

110-468A,B History of the Theatre 4 (3 cr.) – title and description; SCTP requested: differentiate description from 110-467 or provide rationale as to why the same; submit revised proposal or rationale to SCTP Secretary, Cindy Smith (e-mail: cindy.smith@mcgill.ca or fax: 8983).

McGill Institute for the Study of Canada

106-300A,B Topics in Canadian Studies 1 (3 cr.) – title and description; *Secretary's note*: Arabic numeral should be used in the title instead of Roman numeral; I have made the change to the proposal; SCTP's suggested change: delete last sentence from description "Topic will vary from year to year depending on staff interests";
106-301A,B Topics in Canadian Studies 2 (3 cr.) – title and description; *Secretary's note*: Arabic numeral should be used in the title instead of Roman numeral; I have made the change to the proposal; SCTP's suggested change: delete last sentence from description "Topic will vary from year to year depending on staff interests";
106-404A,B Canadian Studies Seminar 4 (3 cr.) – title and description; *Secretary's note*: Arabic numeral should be used in the title instead of Roman numeral; I have made the change to the proposal; SCTP's suggested change: delete last sentence from description "Topic will vary from year to year depending on staff interests";
106-405A,B Canadian Studies Seminar 5 (3 cr.) – title and description; *Secretary's note*: Arabic numeral should be used in the title instead of Roman numeral; I have made the change to the proposal; SCTP's suggested change: delete last sentence from description "Topic will vary from year to year depending on staff interests";
106-406A,B Canadian Studies Seminar 6 (3 cr.) – title and description; *Secretary's note*: Arabic numeral should be used in the title instead of Roman numeral; I have made the change to the proposal; SCTP's suggested change: delete last sentence from description "Topic will vary from year to year depending on staff interests".

Faculty of Medicine

Department of Epidemiology and Biostatistics

513-604D Graduate Seminars (3 cr.) – description; SCTP's suggested change: revise description to: "Planning, organization and delivery of a scientific presentation."

Faculty of Science

Department of Mathematics and Statistics

189-375A Differential Equations (3 cr.) – prerequisite.

Department of Geography

183-190A Environmental Perspectives (1 cr.) – retirement;
183-199A FYS: Geo-Environments (3 cr.) – title;
183-201A Intro Geo-Information Science (3 cr.) – title;
183-272B Earth's Changing Surface (3 cr.) – title;
183-302B Environmental Management 1 (3 cr.) – title, prerequisite, and description;
183-306B Raster Geo-Information Science (3 cr.) – title;
183-323B Geography of Europe's North (3 cr.) – retirement;
183-351A,B Quantitative Methods (3 cr.) – title;
183-381A Geographic Thought & Practice (3 cr.) – title;
183-404B Environmental Management 2 (3 cr.) – title and description;
183-407B Issues in Geography (3 cr.) – title;
183-490A,B Geography: Independent Studies (3 cr.) – title;
183-491D,N Honours Research (3 cr.) – title;
183-492D,N Joint Honours Research (3 cr.) – title;
183-495C Field Studies-Physical Geog (3 cr.) – title;
183-496B Geographical Excursion (3 cr.) – title;
183-499T Subarctic Field Studies (3 cr.) – title;
183-536B Geocryology (3 cr.) – title.

Department of Physiology

552-210B Mammalian Physiology 2 (3 cr.) – title and description; SCTP's suggested change: delete last sentence from description "Students must be prepared ... 19:00 hours";
552-212D Introductory Physiology Lab (2 cr.) – description;
552-351B Research Techniques:Physiology (3 cr.) – title and description; *Secretary's note*: As title was greater than 30 characters, I changed title according to Banner's suggestion;
552-502B Exercise Physiology (3 cr.) – description.

Department of Chemistry

Banner title changes

180-111 General Chemistry 1;
180-121 General Chemistry 2;
180-214 Physical Chem/Biol Sci 2;
180-277 Analytical Chemistry;
180-392 Integrated Inorg/Org Lab;
180-593 Statistical Mechanics;
180-636 Laboratory Automation 2;
180-661 Literature Review & Proposal;
180-675 Mech Props & Rheology-Polymers.

Department of Physics

198-214A Introductory Astrophysics (3 cr.) – title and description.

FOR INFORMATION ONLY:

The Faculty of Science received program revisions for the following at the April 3, 2001 Academic Committee meeting:

Faculty of Arts

B.A.; Minor Concentration in Geography;
B.A.; Honours in Geography;
B.A.; Joint Honours – Geography Component.

Communication to Community

Professor Drury suggested that the SCTP Chair communicate to the academic units why the deadlines for new proposals are indicated in the guidelines, and perhaps clarification is necessary to indicate that these deadlines are for additions to Calendars. The committee supported this suggestion.

Course and Program Guidelines

Professor Capek reminded committee members to review the course and program guidelines and submit suggestions to the SCTP Secretary, Cindy Smith (cindy.smith@mcgill.ca).

The meeting ended at 5:10 pm.