

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs (SCTP) held **Thursday, December 13, 2001** at 3:00 p.m. in Room 615 of the James Administration Building.

PRESENT: Martha Crago (Chair), Sam Drury, Jane Everett, William Hendershot, Cindy Smith (Secretary)

REGRETS: Jim Brawer, Michelle Dean

GUESTS: Professor Jamshid Beheshti, Graduate School of Library and Information Studies
Professor Peter McNally, Graduate School of Library and Information Studies

04.01 The Agenda was approved as circulated.

04.02 The Minutes of the meeting of November 29, 2001 were approved with the following correction:

- Item 03.03, Business Arising, page 1, under *Secretary's note*, Faculty of Arts – correction to program revision should read “B.A.; Major Concentration in Hispanic Literature and Culture (36 cr.)”.

04.03 **BUSINESS ARISING**

- (a) Report from the Faculty of Science [01-SCTP-11-09]

School of Computer Science

308-252B Data Structures and Algorithms (3 cr.)

The Committee discussed the School's suggestion for the revised course title: “Algorithms and Data Structures”. The Chair commented that it might not be obvious to students that this course is different from the existing course 308-251 Data Structures and Algorithms and it is intended to be taken at the Honours level. The committee approved the revised title “Algorithms and Data Structures” and suggested that in the Calendar it be indicated that 308-252 is normally an Honours course.

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 Engineering

- revised course 302-456A,B Design Project 1 (1 cr.) [minor changes; November 29, 2001] – SCTP Chair accepted Professor Meunier's argument to keep last sentence in description “Students work in small groups ...”;
- revised course 302-457A,B Design Project 2 (1 cr.) [minor changes; November 29, 2001] – SCTP Chair accepted Professor Meunier's argument to keep last sentence in description “Students work in small groups ...”;
- new course 306-553A,B Impact of Material Production (3 cr.) [01-SCTP-11-10; November 29, 2001] – Professor André Laplante, Department of Mining, Metals and Materials Engineering, accepted SCTP's suggested changes.

Faculty of Science

- new course 308-652A Machine Learning (4 cr.) [00(1)-SCTP-06-61; June 7, 2001].

04.04 **FACULTY OF ARTS – 01-SCTP-12-08**

Department of Art History and Communication Studies

123-345A,B History of German Architecture (3 cr.)

SCTP's suggested change:

- revise description to read “The German architectural ... the impact that neighbouring ... on them”

New course approved with this change

Department of English

110-367A,B Acting 2 (3 cr.)

Course revisions:

- prerequisite
- credit weight decrease from 6 to 3 cr.
- term change from D
- description

SCTP's suggested change:

- revise description to read "The actor ... characters; textual analysis ...development through improvisations ..."

Revised course approved with this change

110-449A,B Studies in the Gothic (3 cr.)

Course revisions:

- title
- credit weight decrease from 6 to 3 cr.
- term change from D
- description

Revised course approved

110-469A,B Acting 3 (3 cr.)

Course revisions:

- prerequisite
- credit weight decrease from 6 to 3 cr.
- term change from D
- description

SCTP's suggested change:

- revise description to read "Advanced training in acting involving study of some of the major ... practices"

Revised course approved with this change

Institute of Islamic Studies

397-765D Politics of Islam: Iran/Pak (6 cr.)

SCTP requested:

- rationale as to why this course must be a span course; SCTP is concerned by how span courses will be handled by Banner – it will be very awkward and could be difficult for students (i.e., forgetting to register for second part); in addition, 6-credit courses are considered to be academically burdensome

SCTP's suggested change:

- propose two new 3-credit courses entitled: "Politics of Islam 1: Iran" and "Politics of Islam 2: Pakistan" or remove the "1" and "2" if they are not necessary, or consider another way to divide course material

Response should be forwarded to SCTP Secretary (e-mail: cindy.smith@mcgill.ca or fax: 8983); to be reviewed by SCTP

04.05 FACULTY OF EDUCATION – 01-SCTP-12-14

Graduate School of Library and Information Studies

Ph.D. in Library and Information Studies (0 cr.)

Professors Beheshti and McNally joined the meeting to respond to the committee's questions on this new degree program. They discussed the existence of an Ad Hoc Ph.D. in Library and Information Studies since 1991, and the presence of an increasingly strengthened research profile at the School. There is currently a decrease in the number of doctoral programs in this field offered in the United States, which has contributed to the shortage of Ph.D. librarians. Because of this shortage, when the School at McGill advertised for a new academic staff position none of the applicants had yet completed the Ph.D. qualification. The McGill program will focus on the human aspect of information studies and provide candidates with opportunities leading into research and teaching careers, or into advanced administrative positions within the library and information studies profession. In response to queries from Professor Crago, Professor McNally responded

that students who seek an English language program would come to McGill because of McGill's name and reputation. Even though the Graduate School of Library and Information Studies is not very large, it does have a strong reputation. The Université de Montréal was approached about 10 years ago concerning venturing into a joint program with McGill, but they declined the idea stating that they preferred to offer a French-language program. It was noted that the program offered by the Université de Montréal was more oriented towards the technological aspect of this field, and it is advantageous for McGill to offer a program concentrating on different aspects than that local university. Letters of support for McGill's new program will be collected from colleagues in the field from other universities.

Professor Beheshti explained that funding graduate students is difficult and challenging. The School receives many e-mails from prospective students requiring funding, but many professors are not able to provide the necessary support from their grants. Professor Crago commented that in the future, the federal granting agency SHRC will be offering stipends to students. The committee thanked Professors Beheshti and McNally for reviewing this new program proposal.

SCTP requested:

- correct typos and accents in the French text throughout proposal; the SCTP Secretary will mail to Professor McNally a copy of the editorial comments made by Professor Everett
- collected letters of support should be forwarded to SCTP before the proposal is submitted to APPC (early February 2002)
- revised budget, which should incorporate changes suggested by Mr. Réal Del Degan [Office of the Principal and the Provost], should be submitted to SCTP

New degree program approved on academic merit; SCTP will review the revised budget and if all is in order, once the revised proposal is submitted to SCTP, the proposal will be reported to FGSR for approval

405-700 Seminar in Information Studies (3 cr.)

SCTP requested:

- terms in which course to be offered
- hrs/wk to justify credit weight

SCTP's suggested change:

- revise description to read "Major issues and fundamental ... Studies"

For expedited approval by SCTP Chair

405-701 Comprehensive Examinations (0 cr.)

SCTP requested:

- terms in which course to be offered
- hrs/wk to justify credit weight

SCTP's suggested change:

- revise description to read "Oral presentation and defence of the research proposal in the chosen ... cognate areas, set by the supervisory committee"

For expedited approval by SCTP Chair

405-710 Doctoral Research Seminar (3 cr.)

SCTP requested:

- terms in which course to be offered
- hrs/wk to justify credit weight

SCTP's suggested change:

- revise description to read "Research design ... analysis; exploration of alternative ..."

For expedited approval by SCTP Chair

405-720 Research Methodologies (3 cr.)

SCTP requested:

- terms in which course to be offered

- hrs/wk to justify credit weight

SCTP's suggested change:

- revise description to read “Theoretical underpinnings ... applications”

For expedited approval by SCTP Chair

Department of Educational and Counselling Psychology

M.Ed. in Educational Psychology; Family Life Education (48 cr.)

Program revisions:

- courses 412-502 and 412-507 added to list of Family Life Concentration Required Courses
- list of Family Life Concentration Required Courses credit weight increased from 3 to 9 credits
- courses 412-502 and 412-507 deleted from list of Family Life Concentration Complementary Courses
- list of Family Life Concentration Complementary Courses credit weight decreased from 15 to 9 credits

Revised program approved and it will be reported to APPC and FGSR for information only

Ph.D. in Educational Psychology; Major in Instructional Psychology (0 cr.)

Program revisions:

- courses 416-535 and 416-635 deleted from list of Major Sequence in Cognition and Instruction Instructional Psychology Required Courses
- Major Sequence in Cognition and Instruction Instructional Psychology Required Courses credit weight decreased from 15 to 9 credits
- courses 416-535 and 416-635 added to list of Major Sequence in Cognition and Instruction Instructional Psychology Complementary Courses

Revised program approved and it will be reported to APPC and FGSR for information only

Department of Integrated Studies in Education

431-603A,B,C,L,T Individual Reading Course (6 cr.)

Course revision:

- description

SCTP's suggested change:

- revise title by adding the number “1”, so that the title reads “Individual Reading Course 1”, as 431-616 has same title

Revised course approved with this change

431-616A,B,C,L,T Individual Reading Course (3 cr.)

Course revision:

- description

SCTP's suggested change:

- revise title by adding the number “2”, so that the title reads “Individual Reading Course 2”, as 431-603 has same title

Revised course approved with this change

431-617A,B,C,L,T Special Topic (3 cr.)

Course revision:

- description

SCTP's suggested change:

- revise description to read “In-depth ... Education”

Revised course approved with this change

04.06 **FACULTY OF MEDICINE** – 01-SCTP-12-15

Biomedical Engineering Department

399-504B,C Biomaterials & Bioperformance (3 cr.)

As per Pina Sorrini (Biomedical Engineering Department), C term was added to course and date of implementation

changed to May 2002.

SCTP's suggested changes:

- “bioperformance” in the title should have an uppercase “B”
- restriction should be revised to read “graduate and final year ...”
- revise description to read “Biological and ... bioperformance. The physicochemical characteristics ... sterilization”

New course approved with these changes

School of Nursing

572-530C Clinical Internship (7 cr.)

The Secretary noted that this course (with identical title, number, and credit weight) already existed. It was erroneously submitted as a new course proposal, but it should have been submitted as a course revision [as per Margie Gabriel, School of Nursing].

Course revision:

- description

Revised course approved

04.07 **FACULTY OF SCIENCE – 01-SCTP-12-16**

B.Sc./B.Ed. Concurrent; Major in Biology and Geography for Teachers (68 cr.)

Program revisions:

- Biology List A Required Course 177-301 increased in credit weight from 3 to 4 cr.
- Required Science Courses increased in credit weight from 43 to 44 cr.
- course 177-335 added to Biology List C list of courses
- program credit weight increased from 67 to 68 cr.

SCTP requested:

- verification when Geoscience List was revised to remove course 195-315 and add course 195-330
- For expedited approval by SCTP Chair

B.Sc./B.Ed. Concurrent; Major in Biology and Chemistry for Teachers (66 cr.)

- Biology List A Required Course 177-301 increased in credit weight from 3 to 4 cr.
- Required Science Courses increased in credit weight from 53 to 54 cr.
- program credit weight increased from 65 to 66 cr.

SCTP requested:

- verification when Geoscience List was revised to remove course 195-315 and add course 195-330
- For expedited approval by SCTP Chair

B.Sc./B.Ed. Concurrent; Major in Biology and Mathematics for Teachers (68 cr.)

- Biology List A Required Course 177-301 increased in credit weight from 3 to 4 cr.
- Required Science Courses increased in credit weight from 49 to 50 cr.
- program credit weight increased from 67 to 68 cr.

SCTP requested:

- verification when Geoscience List was revised to remove course 195-315 and add course 195-330
- For expedited approval by SCTP Chair

Department of Biology

B.Sc.; Faculty Program in Biology (54 or 55 cr.)

Program revisions:

- Complementary Course 177-301 increased in credit weight from 3 to 4 cr.
- Complementary Courses credit weight increased from 36 to 36 or 37 credits
- program credit weight increased from 54 to 54 or 55 cr.

Revised program approved and it will be reported to APPC for information only

B.Sc.; Major in Biology (55 cr.)

Program revisions:

- U2 or U3 Required Course 177-301 increased in credit weight from 3 to 4 cr.
- U2 or U3 Required Courses credit weight increased from 6 to 7 cr.
- program credit weight increased from 54 to 55 cr.

Revised program approved and it will be reported to APPC for information only

B.Sc.; Honours in Biology (68 or 71 cr.)

Program revisions:

- U2 or U3 Required Course 177-301 increased in credit weight from 3 to 4 cr.
- U2 or U3 Required Courses credit weight increased from 9 to 10 cr.
- program credit weight increased from 67 or 70 to 68 or 71 cr.

Revised program approved and it will be reported to APPC for information only

177-301A,B Cell and Molecular Laboratory (4 cr.)

Course revisions:

- credit weight increase from 3 to 4 cr.
- description

Revised course approved

Department of Psychology

204-503A Computational Psychology (3 cr.)

SCTP's requested change:

- use uppercase "P" for the word Psychology in the title

New course approved with this change

04.08 **FACULTY OF ARTS – 01-SCTP-12-17**

Department of Jewish Studies

135-201A Jewish Law (3 cr.)

The Committee noted that there were many bulleted courses for such a small Department and requested that any obsolete courses be retired in the very near future. Course retirements should be submitted to SCTP via usual course approval process.

New course approved

135-374A,B Talmud and Law 1: Bava Kamma (3 cr.)

SCTP's suggested change:

- revise description to read "An introduction to Bava Kamma, in particular ... interpretation; Talmudic law of torts; damages ..."

SCTP requested:

- verification of how these courses are sequenced by indicating which course(s) is(are) prerequisite(s)

Response to be forwarded to SCTP Secretary [e-mail: cindy.smith@mcgill.ca or fax: 8983]; for expedited approval by SCTP Chair

135-375A,B Talmud and Law 2: Bava Metzia (3 cr.)

SCTP's suggested change:

- revise description to read "An introduction to Bava Metzia. Talmudic texts covering a wide range of subject"

SCTP requested:

- verification of how these courses are sequenced by indicating which course(s) is(are) prerequisite(s)

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135-474A,B Maimonides' Mishneh Torah (3 cr.)

SCTP's suggested change:

- revise description to read "Study of the Moses Maimonides' Mishneh Torah, including such subjects as ... public law"

SCTP requested:

- verification of how these courses are sequenced by indicating which course(s) is(are) prerequisite(s)

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135-475A,B The Responsa Literature (3 cr.)

SCTP's suggested change:

- revise description to read "The responsa, the judicial opinions of leading rabbinic scholars ... Particularly, the interaction between ... change"

SCTP requested:

- verification of how these courses are sequenced by indicating which course(s) is(are) prerequisite(s)

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135-576A,B Jewish Family Law (3 cr.)

SCTP's suggested change:

- revise description to read "Study of the complex interaction between ... American law in the area of marriage and divorce"

SCTP requested:

- verification of how these courses are sequenced by indicating which course(s) is(are) prerequisite(s)

Response to be forwarded to SCTP Secretary [e-mail: cindy.smith@mcgill.ca or fax: 8983]; for expedited approval by SCTP Chair

04.09 OTHER BUSINESS

Minor Changes

The secretary reported the following minor changes from the Faculty of Science, which were approved. These minor changes will be reported to APPC (and FGSR, if graduate level) for information only.

Faculty of Science

Department of Mathematics and Statistics

B.Sc.; Joint Honours in Mathematics and Computer Science (72 cr.) – courses 308-251 and 308-506 deleted from list of Required Courses; courses 308-252 and 308-362 added to list of Required Courses; Complementary Courses descriptive sentence concerning 400-level and 500-level Computer Science courses revised to read "400-level ... with the exception of 308-431."

Department of Psychology

B.Sc.; Faculty Program in Psychology (54 cr.) – Complementary Courses "12 credits of Psychology courses ... 6 credits from ... six areas of specialization" revised to "6 credits in Psychology from List A" and "6 credits in Psychology from List B"; Complementary Courses "12 credits of Psychology courses ... at the 300 level ... 6 of which ... 400 level or higher" revised to "6 credits in Psychology at the 300 level or above" and "6 credits in Psychology at the 400 or 500 level"; Complementary Courses "18 credits ..." revised to "18 approved credits, at least 9 of which are at the 300 level or above"; and Complementary Courses lists entitled "Areas of Specialization" revised to read "List A and List B: The study ... beyond the introductory level in two or more areas of Psychology. To ensure ... are divided into two lists. List A covers the areas of behavioural neuroscience, cognition and quantitative methods. List B covers social, health and developmental psychology", of which new courses 204-301, 204-317,

and 204-529 were added to the choices, along with a list of “Unclassified Courses”; **PENDING APPROVAL OF NEW COURSE 204-317 [from Nov. 29/01]**

B.Sc.; Major in Psychology (54 cr.) – descriptive paragraph concerning course fulfilling one requirement was deleted; Complementary Courses “18 credits of Psychology courses ... 6 credits from ... six areas of specialization” revised to “6 credits in Psychology from List A” and “6 credits in Psychology from List B”; added to lists of Complementary Courses was “6 credits in Psychology at the 300 level or above”; Complementary Courses list “9 credits of Psychology courses ...” revised to “9 credits in Psychology at the 400 or 500 level”; Complementary Courses “12 credits ...” revised to “12 credits at the 300 level or above in one of the following disciplines: ... Anatomy and Cell Biology, ...”; and Complementary Courses lists entitled “Areas of Specialization” revised to read “List A and List B: The study ... beyond the introductory level in two or more areas of Psychology. To ensure ... are divided into two lists. List A covers the areas of behavioural neuroscience, cognition and quantitative methods. List B covers social, health and developmental psychology”, of which new courses 204-301, 204-317, and

204-529 were added to the choices, along with a list of “Unclassified Courses”; **PENDING APPROVAL OF NEW COURSE 204-317 [from Nov. 29/01]**

B.Sc.; Honours in Psychology (54 cr.) - descriptive Honours paragraph revised to read “Students should ... grade of B on 204-380D, 481D, 482A, 483B. ‘First Class Honours’ ... CGPA of 3.50 in the four Honours courses of which 12 out of 18 credits received ... GPA of 3.00 on each of the four Honours ... research experience, however these students must complete 9 credits from List A and 9 credits from List B”;

U3 Required Course 204-480D (6 cr.) was split into 204-482 (3 cr.) and 204-483 (3 cr.); Complementary Courses list “12 credits of ...” revised to “6 credits in Psychology from List A” and “6 credits in Psychology

from List B”; Complementary Courses list “9 credits at the 300 level ...” revised to “9 credits at the 300 level ... Anatomy and Cell Biology, ...”; and Complementary Courses lists entitled “Areas of Specialization” revised to read “List A and List B: The study ... beyond the introductory level in two or more areas of psychology. To ensure ... are divided into two lists. List A covers the areas of behavioural neuroscience, cognition and quantitative methods. List B covers social, health and developmental psychology”, of which new courses 204-301, 204-317, and 204-529 were added to the choices, along with

a
list of “Unclassified Courses”; **PENDING APPROVAL OF NEW COURSE 204-317 [from Nov. 29/01]**;

204-416B Topics in Child Development (3 cr.) – title and description.

Department of Earth and Planetary Science

186-430A Geology of Energy Sources (3 cr.) – retirement;

186-540B Phanerozoic Geology (3 cr.) – retirement;

186-636A Time Series Analysis: Advanced Geophysical Applications (3 cr.) – retirement;

186-660D Seminar in Oceanography (2 cr.) – retirement;

186-708D Advanced Stratigraphy (6 cr.) – retirement;

186-716B Economic Geology Laboratory (3 cr.) – retirement;

186-721D Recent Sediments and Marine Geology (6 cr.) – retirement.

School of Computer Science

308-251A,B Data Structures and Algorithms (3 cr.) – restriction;

308-360A Algorithm Design Techniques (3 cr.) – restriction.

The meeting ended at 4:50 pm.