

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs (SCTP) held **Thursday, October 17, 2002** at 3:00 p.m. in Room 609 of the James Administration Building.

PRESENT: Vivian Choy, Martha Crago (Chair), Jane Everett, William Hendershot, Charlotte Légaré, Joan Russell, Cindy Smith (Secretary), Alison Thorne

REGRETS: Jim Brawer, Sam Drury

02.01 The Agenda was approved as circulated.

02.02 The Minutes of the meeting of September 19, 2002 were approved with the following change:
 - Item 01.06 Faculty of Education [02-SCTP-10-03], page 6, course EDSL 320 – the word “au” was omitted by the SCTP Secretary in SCTP’s suggested description change, therefore it should have read: “Ce ... contextes scolaires au primaire . Ce ...”

02.03 **BUSINESS ARISING**

(a) Field Study Semester Definition

Dr. Crago reported that she would be bringing a draft of the definition to a future meeting, as a proposal for the African Field Study Semester will be submitted to SCTP shortly.

Secretary’s note: The revisions/additional information requested by SCTP, or changes made by the Faculty, were received for the following previously submitted proposal(s), reviewed by the Chair, and approved on behalf of SCTP.

Faculty of Agricultural and Environmental Sciences

- new course ENVR 540 Ecology of Species Invasions (3 cr.) [01-SCTP-05-54; May 23, 2002].

Faculty of Arts

- new course HIST 637 Medieval Medicine Seminar 2 (3 cr.) [02-SCTP-09-02 REVISED; September 19, 2002];
- new course HIST 640 Modern Medicine Seminar 1 (3 cr.) [02-SCTP-09-02 REVISED; September 19, 2002];
- new course HIST 641 Modern Medicine Seminar 2 (3 cr.) [02-SCTP-09-02 REVISED; September 19, 2002].

02.04 **FACULTY OF DENTISTRY – 02-SCTP-10-04**

DENT 504 Biomaterials & Bioperformance (3 cr.)

New course approved.

02.05 **FACULTY OF MEDICINE – 02-SCTP-10-05**

School of Nursing

NUR1 266 Health & Physical Assessment 3 (3 cr.)

SCTP requested:

- explanation as to why this Health & Physical Assessment course is labelled “3”, since it appears not to indicate a sequential order
- provide a restriction if this course is for a specific group of students or if there are admissions requirements (e.g., DEC in Nursing), as this course is administered through the Centre for Continuing Education
- correct the following typo on course outline: second paragraph, last line, should read: “planning”
- responses to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

For expedited approval by SCTP Chair

NUR1 367 Emergency Nursing Dynamics 1 (3 cr.)

SCTP requested:

- provide a restriction if this course is for a specific group of students or if there are admissions requirements (e.g., DEC in Nursing), as this course is administered through the Centre for Continuing Education
- response to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

SCTP's suggested change:

- revise description to read: "Analysis of and responses to ..."; SCTP Secretary will revise proposal
- For expedited approval by SCTP Chair

NUR1 368 Emergency Nursing Dynamics 2 (3 cr.)

SCTP requested:

- provide a restriction if this course is for a specific group of students or if there are admissions requirements (e.g., DEC in Nursing), as this course is administered through the Centre for Continuing Education
- response to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

For expedited approval by SCTP Chair

NUR1 349 Emergency Clinical Integration (3 cr.)

SCTP requested:

- provide a restriction if this course is for a specific group of students or if there are admissions requirements (e.g., DEC in Nursing), as this course is administered through the Centre for Continuing Education
- confirmation that NUR1 368 is a corequisite, because if it is then NUR1 349 should be indicated as corequisite for NUR1 368
- confirmation that NUR1 367 is a prerequisite for NUR1 349, because if it is then it should also be a prerequisite for NUR1 368
- responses to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

For expedited approval by SCTP Chair

02.06 **FACULTY OF SCIENCE** - 02-SCTP-10-07

Department of Chemistry

B.Sc.; Faculty Program in Chemistry and Biological Sciences (55 cr.)

Program revisions:

- choice of courses COMP 102 or COMP 202 deleted from list of Required Courses
- Required Course BIOL 301 increased in credit weight from 3 to 4 cr.
- "Plus 3 approved credits" revised to "Plus 6 approved credits"
- program credit weight increased from 54 to 55 cr.

SCTP requested:

- indicate if the "Plus 6 approved credits" are Complementary or Elective Courses (i.e., are they from a specific list of courses, which would be Complementary, or any courses may be taken, which would be Elective)
- response and revised side-by-side comparison to be e-mailed to SCTP Secretary [cindy.smith@mcgill.ca]

Revised program approved with this revision; it will be reported to APPC for information only

Department of Psychology

PSYC 507 Emotions, Stress, and Illness (3 cr.)

SCTP's suggested changes:

- Effective Date of Implementation should read: "January 2003"
- prerequisite course numbers should be in Banner format (e.g., PSYC 337, PSYC 429); SCTP Secretary will revise proposal

New course approved with these changes

Department of Physics

PHYS 614 Advanced Astrophysics 1 (3 cr.)

SCTP's suggested changes:

- Effective Date of Implementation should read: "January 2003"
 - prerequisite course number should be in Banner format (e.g., PHYS 521); SCTP Secretary will revise proposal
- New course approved with these changes

PHYS 615 Advanced Astrophysics 2 (3 cr.)

SCTP requested:

- explanation why PHYS 614 Advanced Astrophysics 1 is not a prerequisite; response to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

SCTP's suggested changes:

- Effective Date of Implementation should read: "January 2003"
 - prerequisite course number should be in Banner format (e.g., PHYS 521); SCTP Secretary will revise proposal
- For expedited approval by SCTP Chair

PHYS 621 High Energy Astrophysics (3 cr.)

SCTP's suggested changes:

- Effective Date of Implementation should read: "January 2003"
 - prerequisite course number should be in Banner format (e.g., PHYS 567); SCTP Secretary will revise proposal
- New course approved with these changes

PHYS 732 Topics in Astrophysics 1 (3 cr.)

SCTP's suggested changes:

- Effective Date of Implementation should read: "January 2003"
 - prerequisite course number should be in Banner format (e.g., PHYS 521); SCTP Secretary will revise proposal
- New course approved with these changes

PHYS 733 Topics in Astrophysics 2 (3 cr.)

SCTP requested:

- explanation why PHYS 732 Topics in Astrophysics 1 is not a prerequisite; response to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

SCTP's suggested changes:

- Effective Date of Implementation should read: "January 2003"
 - prerequisite course number should be in Banner format (e.g., PHYS 521); SCTP will revise proposal
- For expedited approval by SCTP Chair

02.07 **OTHER BUSINESS**

Minor Changes

The Secretary reported the following minor changes from the Faculties of Agricultural and Environmental Sciences, Arts, and Science, which were approved. These minor changes will be reported to APPC (and Graduate Studies, if graduate level) for information only.

Faculty of Agricultural and Environmental Sciences

Department of Agricultural and Biosystems Engineering

AGRI 305 Barbados Agro-Ecosystems (3 cr.) – description.

Department of Natural Resource Sciences

AEMA 612 Mathematical Methods (3 cr.) – retirement.

Department of Plant Science

PLNT 460 Plant Ecology (3 cr.) – prerequisite, description

SCTP's suggested changes:

- revise prerequisite to read: "AEMA 310 or permission of instructor"
- delete last sentence from the proposed description: "Laboratory sessions will focus on the numerical analysis of plant distribution"; this information should be added to the course syllabus.

Faculty of Arts

Department of Italian Studies

B.A.; Honours in Italian Studies (54 cr.)

Program revisions:

- number of credits to be chosen from Group B Complementary Courses should read "30-48" (mathematical error)

SCTP's requested change:

- Effective date of Implementation should read: "January 2003";

Department of Geography

B.A.; Major Concentration in Geography (36 cr.)

Program revisions:

- title changed for Complementary Course GEOG 217
- course GEOG 202 added to list of Complementary Courses, specifically to "3 credits of statistics ...";

B.A.; Major Concentration in Geography; Urban Systems (36 cr.)

Program revisions:

- title changed for Required Course GEOG 217
- course GEOG 202 added to list of Complementary Courses, specifically to "3 credits of statistics ...";

B.A.; Honours in Geography (60 cr.)

Program revisions:

- title changed for Complementary Course GEOG 217
- course GEOG 202 added to list of Complementary Courses, specifically to "3 credits of statistics ...";

B.A.; Joint Honours - Geography Component (36 cr.)

Program revisions:

- title changed for Complementary Course GEOG 217
- course GEOG 202 added to list of Complementary Courses, specifically to "3 credits of statistics ...";

L'École française d'été

398-509C Intro à la littérature québécoise (3 cr.) – retirement.

Department of German Studies

GERM 336 German Grammar Review (3 cr.) – title;

SCTP's requested change:

- date of implementation should read: "January 2003".

Faculty of Science

Department of Geography

B.Sc.; Major in Geography (58 cr.)

Program revisions:

- title changed for Required Course GEOG 217
- course GEOG 202 added to list of Complementary Courses, specifically to "3 credits of statistics ...";

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

Program revisions:

- title changed for Complementary Course GEOG 217
- course GEOG 202 added to list of Complementary Courses, specifically to “3 credits of statistics ...”;

GEOG 217 The Canadian City (3 cr.) – title;

GEOG 361 Rural Development – Latin America (3 cr.) – retirement;

GEOG 416 Africa South of the Sahara (3 cr.) – title, description;

GEOG 494 Urban Field Studies (3 cr.) – prerequisite.

Department of Mathematics and Statistics – NOTE: Where Effective Date of Implementation was indicated as September 2002, the date has been changed to January 2003.

MATH 240 Discrete Structures 1 (3 cr.) – title, description;

MATH 323 Probability Theory (3 cr.) – description;

MATH 324 Statistics (3 cr.) – description;

MATH 578 Numerical Analysis 1 (4 cr.) – prerequisite, description;

SCTP’s requested change:

- delete last sentence in the proposed description: “Topics include ...”; this information should be added to the course syllabus

MATH 579 Numerical Differential Eqns (4 cr.) – prerequisite, description;

SCTP’s requested change:

- delete last sentence in the proposed description: “Topics include ...”; this information should be added to the course syllabus. *Secretary’s note:* Title change was not reported [as indicated on proposal form], as Banner has already shortened the course title.

Electronic Submissions to SCTP

The Chair commented that as a trial run, beginning in January 2003 SCTP will request an electronic copy along with the paper copies of proposals submitted to SCTP.

The meeting ended at 3:45 pm.