

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs (SCTP) held **Thursday, December 4, 2003** at 3:00 p.m. in Room 609 of the James Administration Building.

**PRESENT:** Jim Brawer, Brian Carrillo, Luc Chouinard, Sam Drury, Jane Everett, William Hendershot (Acting Chair), Charlotte Légaré, Cindy Smith (Secretary)

**REGRETS:** Leah Coutinho, Martha Crago

05.01 The Agenda was approved with the following addition:

- under Regular Business – Report from the Faculty of Engineering [03-SCTP-12-20].

05.02 The Minutes of the meeting of November 20, 2003 were approved with the following correction:

- page 8, item 04.07 Other Business, Minor Changes - Faculty of Engineering: title for MECH 309 should be indicated as “Numerical Methods in Mech Eng”.

Ms. Légaré noted that on the proposal form for the program retirement of the Ph.D. in Meteorology [page 10, Other Business, Minor Changes – Faculty of Science], it should be indicated: “Also known as the Ph.D. in Atmospheric and Oceanic Sciences; Concentration McGill/UQAM.” This will ensure that both listings of the program on the system will be retired.

### 05.03 **BUSINESS ARISING**

(a) Report from the Faculty of Science [03-SCTP-11-14]

Department of Biology

BIOL 215 Intro to Ecology and Evolution (3 cr.)

New course approved

BIOL 329 East African Ecology (3 cr.)

SCTP’s suggested change:

- revise description to read: “Marine, terrestrial, conservation, or restoration ecology in East Africa”

New course approved with this change; SCTP Secretary will revise proposal

BIOL 435 Natural Selection (3 cr.)

SCTP’s suggested change:

- revise description to read: “Explains how the ...”

New course approved with this change; SCTP Secretary will revise proposal

BIOL 534 Theoretical Ecology (3 cr.)

SCTP requested:

- clarify prerequisites by indicating them as they are indicated in course outline: “BIOL 308 and either BIOL 309 or BIOL 373; permission of instructor”

SCTP’s suggested change:

- revise description to read: “Advanced ...communities. Models addressing ...”

New course approved with these changes; SCTP Secretary will revise proposal

BIOL 569 Developmental Evolution (3 cr.)

SCTP requested:

- remove from Effective Date of Implementation: “in alternating years”
- clarification whether prerequisites are “BIOL 303 and BIOL 304 or permission of instructor”
- response forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

SCTP’s suggested change:

- revise description to read: “The influence of developmental ...”

New course approved with clarification and these changes; SCTP Secretary will revise proposal

BIOL 571 Experimental Evolution/Ecology (3 cr.)

SCTP's suggested change:

- revise description to read: "Basic principles ... systems. Topics include mutation ..."
- New course approved with this change; SCTP Secretary will revise proposal

*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 Arts

- new course SOCI 499 Internship: Sociology (3 cr.) [03-SCTP-11-13; November 20, 2003] – confirmation received from Susan Sharpe that this will be an elective course;
- new course EAST 499 Internship: East Asian Studies (3 cr.) [03-SCTP-11-13; November 20, 2003] – confirmation received from Susan Sharpe that this will be an elective course;
- new course INTD 499 Internship: Intl Develop St (3 cr.) [03-SCTP-11-13; November 20, 2003] – confirmation received from Susan Sharpe that this will be an elective course;
- new course JWST 499 Internship: Jewish Studies (3 cr.) [03-SCTP-11-13; November 20, 2003] – confirmation received from Susan Sharpe that this will be an elective course;
- new course HIST 499 Internship: History (3 cr.) [03-SCTP-11-13; November 20, 2003] – confirmation received from Susan Sharpe that this will be an elective course.

05.04 **FACULTY OF MEDICINE** – 03-SCTP-12-15

Department of Human Genetics

HGEN 601 Genetic Counselling Principles (3 cr.)

SCTP requested:

- verification whether course will be added to a graduate program; if so, a program revision is required before course can be reported
- the Department should contact the SCTP Secretary [cindy.smith@mcgill.ca]

New course approved pending verification from the Department

School of Communication Sciences and Disorders

SCSD 680 Deglutition and Dysphagia (3 cr.)

New course approved

SCSD 668 Communicatively Dis Per:Prac (3 cr.)

Course revision:

- retirement

Course retirement approved

**M.Sc.(Applied) in Communication Sciences and Disorders; Speech Language Pathology (68 cr.)**

Program revisions:

- course SCSD 668 deleted from list of Year 2 Required Courses
- course SCSD 680 added to list of Year 2 Required Courses

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

School of Nursing

NUR2 635 Pain Measurement in Children (3 cr.)

SCTP requested:

- an effective date of implementation should be indicated; *Secretary's note:* Date received from Professor Johnston "September 2004"

SCTP's suggested change:

- revise description to read: "Research issues ... childhood. Topics include ..."

New course approved with this addition and this change

05.05 **FACULTY OF RELIGIOUS STUDIES** – 03-SCTP-12-16

RELG 667 Readings in Indic Texts 1 (3 cr.)

SCTP requested:

- Subject Code (RELG) should be indicated with course number (box 7)
  - revise prerequisite (box 12) and Supplementary information (box 19) to read: "... or permission of instructor"
- New course approved with these changes; SCTP Secretary will revise proposal

RELG 668 Readings in Indic Texts 2 (3 cr.)

SCTP requested:

- Subject Code (RELG) should be indicated with course number (box 7)
  - revise prerequisite (box 12) and Supplementary information (box 19) to read: "... or permission of instructor"
- New course approved with these changes; SCTP Secretary will revise proposal

#### 05.06 **FACULTY OF ARTS** – 03-SCTP-12-17

Department of Russian and Slavic Studies

**M.A. in Russian** (48 cr.)

Program revisions consist of listing Required and Complementary Courses specifically. The Thesis Proposal is specifically indicated, along with the time to completion.

SCTP requested:

- side-by-side comparison should consist of the existing M.A. in Russian and the proposed M.A. in Russian only; Ph.D. in Russian revisions should be listed in that program's revision proposal
- correct titles for courses RUSS 600 and 601
- revised program proposal and side-by-side comparison should be submitted to SCTP quoting document number 03-SCTP-12-17 REVISED

For review by SCTP

**Ph.D. in Russian** (0 cr.)

SCTP requested:

- side-by-side comparison should consist of the existing Ph.D. in Russian [delete "Details of the requirements ... may be obtained by ..."] and the proposed Ph.D. in Russian only; M.A. in Russian revisions should be listed in that program's revision proposal
- explanation as to what is meant by language requirement "Professional proficiency in Russian"
- indicate the range of credits in the list of Complementary Courses and at what level [600 and 700]; remove the number of courses to be taken (example: "4-6 graduate seminars ...")
- clearly demonstrate how students will complete program in 3 years (4 years for fast-tracked students), as the work load is very heavy with the series of essays, two major fields, and two minor fields
- revise listing of practicum course, as this type of course is not appropriate for this program
- revised side-by-side comparison should be submitted to SCTP quoting document number 03-SCTP-12-17 REVISED

For review by SCTP

RUSS 500 Special Topics (3 cr.)

SCTP requested:

- Administering Faculty should read Arts (500-level courses are administered by the offering faculty)
- explanation as to why this course is not a 400-level course if intended for qualified advanced undergraduate students
- response to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca]

For expedited approval by SCTP Chair

RUSS 600 Practicum in Russian 1 (0 cr.)

SCTP requested:

- revise title to “Tutorial in Russian 1”, as the proposed title is not appropriate for this type of course

SCTP’s suggested change:

- delete last sentence from description, as it is information for course outline

New course approved with these changes; SCTP Secretary will revise proposal

RUSS 601 Practicum in Russian 2 (0 cr.)

SCTP requested:

- revise title to “Tutorial in Russian 2”, as the proposed title is not appropriate for this type of course

SCTP’s suggested change:

- delete last sentence from description, as it is information for course outline

New course approved with these changes; SCTP Secretary will revise proposal

RUSS 622 Seminar on Special Topics 3 (3 cr.)

Course revisions:

- number from RUSS 722D1,D2
- title
- restriction [requested by SCTP; see below]
- from span course to single-term course
- credit weight decrease from 6 cr.

SCTP requested:

- add the following restriction “Not open to students who have taken RUSS 722D1,D2”

SCTP’s suggested change:

- revise proposed title to read “Special Topics Seminar 3”

Course revisions approved with these changes; SCTP Secretary will revise proposal

RUSS 650D1,D2 History of the Russian Language (6 cr.)

Course revision:

- retirement

Course retirement approved

RUSS 660D1,D2 Pre-Petrine Russian Literature (6 cr.)

Course revision:

- retirement

Course retirement approved

RUSS 670D1,D2 Russian Literature of 18<sup>th</sup> Century (6 cr.)

Course revision:

- retirement

Course retirement approved

RUSS 675 Russian Realism 1 (3 cr.)

New course approved

RUSS 676 Russian Realism 2 (3 cr.)

SCTP requested:

- verification whether RUSS 675 should be prerequisite
- response to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca] quoting document number 03-SCTP-12-17

New course approved with verification; SCTP Secretary will revise proposal if necessary

RUSS 689 19<sup>th</sup> C Russian Lit in Theory (3 cr.)

Course revision:

- split of RUSS 690D1,D2 (6 cr.)

Revised course approved

RUSS 690 20<sup>th</sup> C Russian Lit in Theory (3 cr.)

Course revisions:

- split of RUSS 690D1,D2 (6 cr.)
- title
- description

Revised course approved

RUSS 702 PhD Thesis Proposal (0 cr.)

SCTP's suggested change:

- revise description to simply read: "Ph.D. thesis proposal"

New course approved with this change; SCTP Secretary will revise proposal

RUSS 720 Seminar on Special Topics 1 (3 cr.)

Course revisions:

- title
- credit weight decrease from 6 cr.
- type of course from span to single-term course
- description

SCTP's suggested change:

- revise proposed title to read "Special Topics Seminar 1"

SCTP requested:

- correct typo in Rationale: "RUSS 722" should read "RUSS 622", as number has been changed

Course revisions approved with these changes; SCTP Secretary will revise proposal

RUSS 721 Seminar on Special Topics 2 (3 cr.)

Course revisions:

- title
- credit weight decrease from 6 cr.
- type of course from span to single-term course
- description

SCTP's suggested change:

- revise proposed title to read "Special Topics Seminar 2"

SCTP requested:

- correct typo in Rationale: "RUSS 722" should read "RUSS 622", as number has been changed

Course revisions approved with these changes; SCTP Secretary will revise proposal

RUSS 722D1,D2 Third Seminar on Special Topics (6 cr.)

Course revision:

- retirement

Course retirement approved

RUSS 750 History of Russian Language (0 cr.)

Course revisions:

- number from RUSS 650D1,D2
- title
- credit weight decrease from 6 cr.
- type of course from span to single-term course
- description

SCTP's suggested change:

- revise proposed title to spell out the word “Russ”
  - delete last sentence from description and revise it to read: “Exploration ... history of the ... to the present”
- Course revisions approved with these changes; SCTP Secretary will revise proposal

RUSS 760 Pre-Petrine Foundation (0 cr.)

Course revisions:

- number from RUSS 660D1,D2
- title
- credit weight decrease from 6 cr.
- type of course from span to single-term course
- description

SCTP's suggested change:

- delete last sentence from description and revise it to read: “Exploration ... candidate's major fields for the comprehensive examination”

Course revisions approved with this change; SCTP Secretary will revise proposal

RUSS 770 18<sup>th</sup> Century Foundation (0 cr.)

Course revisions:

- number from RUSS 670D1,D2
- title
- credit weight decrease from 6 cr.
- type of course from span to single-term course
- description

SCTP's suggested change:

- delete last sentence from description and revise it to read: “Exploration ... candidate's major fields for the comprehensive examination”

Course revisions approved with this change; SCTP Secretary will revise proposal

Department of Sociology

SOCI 455 Post-Socialist Societies (3 cr.)

SCTP requested:

- remove quotation marks from title
- remove brackets from prerequisite course title

New course approved with these changes

SOCI 390 Gender and Health (3 cr.)

SCTP requested:

- clarification whether this course should be restricted to students in year U2 or higher
- verification whether this course is restricted to students in a particular program
- SCTP queried whether the restriction should indicate “Permission of instructor”
- responses to be forwarded to SCTP Secretary [cindy.smith@mcgill.ca] quoting document number 03-SCTP-12-17

For expedited approval by SCTP Chair

05.07 **FACULTY OF ENGINEERING** – 03-SCTP-12-20

Department of Mechanical Engineering

MECH 600 Adv Topics in Mech Eng 1 (4 cr.)

SCTP's suggested change:

- revise description to read: “New developments related to mechanical engineering”

New course approved with this change; SCTP Secretary will revise proposal

MECH 602 Adv Topics in Mech Eng 2 (4 cr.)

Course revisions:

- title
- credit weight increase from 3 cr.

Revised course approved

## 05.08 **OTHER BUSINESS**

### Minor Changes

The Secretary reported the following minor changes from the Faculties of Arts, Education, Law, Music, and Science, which were approved as submitted. These minor changes will be reported to APPC (and GPSC, if graduate level) for information only.

### Faculty of Arts

McGill School of Environment

**B.A.; Minor Concentration in Environment** (18 cr.);

**B.A.; Faculty Program in Environment; Economics and the Earth's Environment** (54 cr.);

**B.A.; Faculty Program in Environment; Environment and Development** (54 cr.);

**B.A.; Faculty Program in Environment; Ecological Determinants of Health in Society** (54 cr.);

**Diploma in Environment** (30 cr.).

Department of Russian and Slavic Studies

RUSS 679 Russian Romanticism 1 (3 cr.) – split of RUSS 681D1,D2 (6 cr.);

RUSS 680D1,D2 Seminar: Special Authors – 19<sup>th</sup> Century (6 cr.) – retirement;

RUSS 681 Russian Romanticism 2 (3 cr.) – title, split of RUSS 681D (6 cr.), description;

RUSS 682 Russian Twentieth Century 1 (3 cr.) – title, split of RUSS 682D (6 cr.), description;

RUSS 683 Russian Twentieth Century 2 (3 cr.) – split of RUSS 682D (6 cr.);

RUSS 685 Post-Soviet Women's Prose (3 cr.) – title, description;

RUSS 700 Ph.D. Tutorial (0 cr.) – title, term change from D1,D2, description;

RUSS 701 PhD Comprehensive Examination (0 cr.) – prerequisites;

RUSS 710D1,D2 Seminar:PhD Comprehensive Examination (6 cr.) – retirement.

Department of Hispanic Studies

HISP 351 Spanish American Novel (3 cr.) – title;

HISP 453 20<sup>th</sup> C Spanish-American Poetry (3 cr.) – title.

Department of History

HIST 447 The Natural History of America (3 cr.) – title, description.

### Faculty of Education

Department of Kinesiology and Physical Education

EDKP 201 Physical Activity Leadership (3 cr.) – title, description.

Department of Educational and Counselling Psychology

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

**Ph.D. in Educational Psychology; Family Life Education** (0 cr.).

Office of Student Teaching

EDFE 253 Second Field Exp (K/Elem) (4 cr.) – prerequisites.

### Faculty of Law

**LL.M. in Law; Bioethics** (45 cr.).

Faculty of Music

Department of Theory

MUHL 184 Hist Survey-Med,Ren,Bar (3 cr.) – schedule type changed from 3 hrs/wk of Lecture to 3 hrs/wk of Lecture and 1 hr/wk of Tutorial;

MUHL 185 Hist Survey-Class,Romant,20 C (3 cr.) - schedule type changed from 3 hrs/wk of Lecture to 3 hrs/wk of Lecture and 1 hr/wk of Tutorial;

MUHL 220 Women in Music (3 cr.) – prerequisites.

Faculty of Science

Department of Biology

**B.Sc.; Minor in Biology** (24 cr.);

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

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

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

**B.Sc.; Faculty Program in Biology and Mathematics** (54 cr.);

**B.A.Sc.; Major Concentration in Biology; Organismal** (36 cr.);

**B.A.Sc.; Major Concentration in Biology; Cell/Molecular** (36 cr.).

Department of Mathematics and Statistics

MATH 130 Mathematics for Management 1 (3 cr.) – description;

MATH 131 Mathematics for Management 2 (3 cr.) – description.

Department of Atmospheric and Oceanic Sciences

ATOC 414 Applications of Remote Sensing (3 cr.) – retirement [NOTE: this should have been recorded in the November 20, 2003 SCTP Minutes].

The meeting ended at 5:00 pm.