

Minutes of a meeting of the APC Subcommittee on Courses and Teaching Programs (SCTP) held **Thursday, March 6, 2008** at 3:00 p.m. in Room 310, James Administration Building.

PRESENT: Matthew Belaen, John Hobbins, Fiona Lees, Charlotte Légaré, Mary MacKinnon, Morton J. Mendelson (Chair), Bruce Minorgan, Caroline Riches, David Ronis, Yixin Shao, Cindy Smith (Secretary), Richard Tseng

GUESTS: Professor Jan Ericsson, Desautels Faculty of Management
Professor Clark Verbrugge, Faculty of Science
Professor Mathieu Blanchette, Faculty of Science

07.01 The Agenda was approved with the following addition:
- added to Business Arising, item (c) Streamlining SCTP Procedures – 07-SCTP-09-03.

07.02 The Minutes from the meeting of February 7, 2008 were approved as circulated.

Note: Faculty of Law [as per Ms. Czemmell] has confirmed that they have withdrawn the new course proposal ASPL 695 as per SCTP's suggestion [SCTP December 6, 2007].

07.03 **BUSINESS ARISING**

(a) Faculty of Science – 07-SCTP-11-10

Redpath Museum – REDM Subject Code

APC returned the issue to SCTP to decide on the appropriateness of this subject code and the unit offering it. SCTP agreed that the subject code is appropriate for this unit.

(b) Desautels Faculty of Management – 07-SCTP-02-27 REVISED

B.Com.; Honours in Investment Management (42 cr.)

Professor Ericsson joined the meeting to present, and answer questions about, the revised proposals. He explained that it was the Faculty's decision to not incorporate the weekly seminar series as a formal course into the program – it will be considered an extra activity. It is intended to have the weekly seminar series available to all students within the Faculty, not just to those students in this program. The fund management company and internship will also be considered extra activities for this program and will not be formalized into courses. New program approved by SCTP; it will be reported to APC for approval.

FINE 455 Hedge Fund Investing (3 cr.)

New course approved.

(c) Streamlining SCTP Procedures – 07-SCTP-09-03

The Chair updated SCTP concerning the discussion at Senate concerning the new recommended procedures. The student Senators suggested that the revised procedures be reviewed at Senate in 3 years.

The Chair indicated that he would meet with Kathleen Massey, Fiona Lees, and Cindy Smith of Enrolment Services to discuss the implementation.

07.04 **FACULTY OF MEDICINE – 07-SCTP-03-31**

School of Nursing

NUR1 311 Infection Prevention & Control (3 cr.)

Secretary's note: MIMM 211 is being deleted from the program.

SCTP requested:

- expansion of the justification of why this is a 300-level course; forward response to SCTP Secretary [cindy.smith@mcgill.ca]; *Secretary's note:* this was received and reviewed by the SCTP Chair

SCTP's requested change:

- revise description to read "Principles of microbiology ..."

New course approved on behalf of SCTP by the SCTP Chair.

07.05 **FACULTY OF ENGINEERING – 07-SCTP-03-32**

Department of Electrical and Computer Engineering

B.Eng. in Computer Engineering (107-111 cr.)

SCTP's requested change:

- credit weight typo needs to be corrected in box 4.0 on page 1 or in box 7.0 on page 3, existing column; confirm existing program credit weight with SCTP Secretary [cindy.smith@mcgill.ca].

Revised program approved with this correction.

ECSE 515 Optical Fibre Communications (3 cr.)

New course approved.

Department of Civil Engineering and Applied Mechanics

CIVE 584 Groundwater Engineering (3 cr.)

SCTP agreed to defer review of this new course proposal until the meeting where the revised program is submitted for review [box 1 is indicated YES, this new course will affect a current program and that a program revision proposal was submitted concurrently – SCTP did not receive the program revision].

07.06 **2008-2009 SCTP MEETING SCHEDULE** – 07-SCTP-03-33

The meeting schedule for the next academic year was received.

07.07 **FACULTY OF SCIENCE** – 07-SCTP-03-34

School of Computer Science

B.A. & Sc.; Major Concentration in Software Engineering (36-37 cr.)

B.Sc.; Science Core Component in Software Engineering [Liberal Program] (48-49 cr.)

Professor Verbrugge joined the meeting to present, and respond to questions about, these two new programs.

SCTP requested:

- verification whether the B.A. & Sc. program was approved by the Faculty of Arts, as so signature from that Faculty has been obtained on the proposal, nor is there any Faculty of Science signature; fax signature page to SCTP Secretary.

Secretary's note: Alternative Required Courses were moved to the list of Complementary Courses.

New programs approved; they will be reported to APC for approval.

with the Department of Biology

B.Sc.; Joint Major in Computer Science and Biology (69-73 cr.)

Professor Blanchette joined the meeting to present, and respond to questions about, this new program.

Secretary's note: Alternative Required Courses were moved to the list of Complementary Courses. Also, Professor Blanchette confirmed the program credit weight was incorrect, and that the revisions suggested at the SCTP meeting would not work for the mix and match of the alternative courses, which the SCTP Chair accepted.

New program approved; it will be reported to APC for approval.

COMP 401 Project in Biol. & Comp. Sci. (3 cr.)

SCTP's requested changes:

- delete last sentence from description and add it to the Supplementary information box.

New course approved with these changes.

COMP 499 Ugrad Bioinformatics Seminar (1 cr.)

New course approved.

Faculty

FSCI 400 Field Practicum (0 cr.)

New course approved.

Department of Geography

GEOG 310 Development and Livelihoods (3 cr.)

SCTP's requested change:

- revise description to read “Geographical dimensions ...”

New course approved with this change.

GEOG 403 Global Health & Envir. Change (3 cr.)

SCTP's requested change:

- revise description to read “Major themes and...”

New course approved with this change.

GEOG 409 Geographies of Developing Asia (3 cr.)

SCTP's requested change:

- revise description to read “Current development ...”

New course approved with this change.

Department of Biology

BIOL 495 Integrative Computing in Biol. (3 cr.)

New course approved.

07.08 **FACULTY OF AGRICULTURAL AND ENVIRONMENTAL SCIENCES – 07-SCTP-03-35**

Department of Bioresource Engineering

BREE 603 Adv. Biomaterial Properties (3 cr.)

SCTP's requested changes:

- as title is greater than 30 characters, the word “Advanced” was shortened;
- correct box 3 so Administering Faculty/Unit reads “Graduate Studies.”

SCTP requested:

- the department obtain consultations from the Departments of Chemistry and Chemical Engineering; a copy of the course outline should be sent along with the course proposal form to these Departments. Forward consultations to SCTP Secretary.

For expedited approval by SCTP Chair.

07.09 **DESAUTELS FACULTY OF MANAGEMENT – 07-SCTP-03-36**

Graduate Diploma in Public Accountancy and M.B.A. Program Transition

As program entrance requirements are reviewed at the University Admissions Committee [UAC] and not at SCTP, the Chair requested that the Director of Graduate and Postdoctoral Studies Office [Mme Charlotte Légaré] bring this proposal directly to the Council of Graduate and Postdoctoral Studies [CGPS] for approval. Once it is approved at CGPS, CGPS should report it to the Faculty [Ms. Nancy Wells] and the Desautels Faculty of Management should report it to UAC for approval.

M.B.A. Accelerated Study Option

This proposal does not require SCTP approval. Instead, it needs to go to CGPS for approval – the SCTP Chair requested that the Director of Graduate and Postdoctoral Studies Office [Mme Charlotte Légaré] bring this proposal directly to CGPS for approval. Once it is approved at CGPS, CGPS should report it to the Faculty [Ms. Nancy Wells] and the Desautels Faculty of Management should report it to UAC for approval.

The following new courses were approved:

BUSA 614 Seminar in Law and Management (3 cr.); and

BUSA 646 Health Management Capstone (3 cr.).

with the Faculty of Medicine

M.D./M.B.A. (45 cr.)

SCTP's requested changes:

- correct title for course MGCR 629 in proposed column of program layout;

- verify whether qualifying portion [the “boot camp”] will be an option for these students; if so, it should be indicated in the program layout.

Revised program approved with these changes; it will be reported to CGPS for approval.

with the Faculty of Law

Joint M.B.A. and B.C.L./LL.B. (138 cr.)

SCTP’s requested changes:

- correct title for course MGCR 629 in proposed column of program layout;
- verify whether qualifying portion [the “boot camp”] will be an option for these students; if so, it should be indicated in the program layout.

Revised program approved with these changes; it will be reported to CGPS for approval.

07.10 **FACULTY OF ARTS – 07-SCTP-03-37**

Department of Economics

Ph.D. in Economics; Environment (0 cr.)

SCTP’s requested changes:

- revise effective date to read “200809”;
- revise existing program layout to reflect the program revision that was approved by SCTP February 8, 2007 or submit a program revision proposal for the existing program to reflect what is indicated in the existing program layout for this proposal.

Forward requested information to either SCTP Secretary or Faculty of Arts for approval; for expedited approval by SCTP Chair.

Department of English

ENGL 270 Performance Practicum (3 cr.)

SCTP did not approve this course. Some of the issues discussed were:

- justification was needed why students in one program will receive credit for activities that students in another program were not receiving credit for;
- this sounds like extra curricular activity.

Department of Anthropology

ANTH 318 Anth of Globalization and Rel (3 cr.)

SCTP’s requested changes:

- revise title to read “Globalization and Religion” - Department should confirm acceptance;
- revise total number of weeks in box 14 to read “13”.

New course approved with these changes.

07.11 **OTHER BUSINESS**

(a) Minor Changes Report – 07-SCTP-03-39

The Secretary reported the following minor changes, which were approved with requested changes – see below. These minor changes will be reported to APC (and CGPS, if graduate level) for information only.

Faculty of Arts

Department of Art History and Communication Studies

M.A. in Communication Studies; Non-Thesis (48 cr.); SCTP’s requested change: revise effective date to read “200809”;

ARTH 367 Italian Renaissance Art 2 (3 cr.) – description.

Middle East Studies

B.A.; Joint Honours – Middle East Studies Component (36 cr.);

B.A.; Honours in Middle East Studies (60 cr.);

B.A.; Major Concentration in Middle East Studies (36 cr.);

B.A.; Minor Concentration in Middle East Studies (18 cr.).

Faculty of Religious Studies

RELG 370 Religion and Human Rights (3 cr.) – title, description; SCTP's requested change: revise description to read "Social justice ..."

Department of Anthropology

ANTH 307 Andean Prehistory (3 cr.) – prerequisite;

ANTH 329 Modern Chinese Soc & Chng (3 cr.) – description; SCTP's requested change: revise description to read "20th and 21st ..."

Department of Philosophy

PHIL 303 Philosophy of Mind (3 cr.) – retirement.

Centre for Continuing Education

Department of Career and Management Studies

Certificate in Management (30 cr.); SCTP's requested change: revise effective date to read "200809";

Graduate Certificate in Leadership (15 cr.);

CCS2 510 Computer Systems (3 cr.) – description.

Faculty of Education

Department of Integrated Studies in Education

B.Ed. in Teaching English as a Second Language (121 cr.);

EDSL 255 Second Professional Seminar (2 cr.) – corequisite;

EDSL 315 3rd Yr Professional Seminar (2 cr.) – corequisites;

EDSL 320 Séminaire 3 professionnel (1 cr.) – corequisites;

EDSL 345 Enseignement du FLS-immersion (3 cr.) – corequisites;

EDSL 415 Fourth Professional Seminar (3 cr.) – corequisites;

EDSL 420 Séminaire 4 professionnel (2 cr.) – corequisites;

EDSL 447 Third-Year Methods in TESL (3 cr.) – prerequisites, corequisites;

EDSL 472 Enseignement du FLS-Secondaire (3 cr.) – corequisites;

EDEE 350 Integrating the Curriculum (2 cr.) – corequisites;

EDEE 352 Classroom Practices (2 cr.) – corequisites;

EDEE 355 Classroom-Based Evaluation (3 cr.) – corequisites.

Department of Kinesiology and Physical Education

EDKP 453 Research Pract. in Kinesiology (3 cr.) – restriction.

Student Teaching

EDFE 209 First Field Exp. (TESL) (2 cr.) – corequisite;

EDFE 255 Second Field Exp. (TESL) (3 cr.) – corequisite;

EDFE 359 Third Field Exp. (TESL) (8 cr.) – corequisites;

EDFE 362 Stage d'enseignement en FLS (7 cr.) – corequisites;

EDFE 459 Fourth Field Exp (TESL) (7 cr.) – prerequisites, corequisites;

EDFE 461 Stage d'enseignement-Immersion (9 cr.) – corequisites;

EDFE 460 Stage d'enseignement 2 (9 cr.) – correction to Calendar title, description.

Faculty of Engineering

With the Desautels Faculty of Management

Minor in Technological Entrepreneurship (18 cr.).

Department of Electrical and Computer Engineering

ECSE 423 Fundamentals of Photonics (3 cr.) – prerequisites; SCTP's requested change: revise effective date to

read “200809”;
ECSE 483 Multidisciplinary Project 1 (3 cr.) – retirement;
ECSE 484 Multidisciplinary Project 2 (3 cr.) – retirement;
ECSE 525 Computer Architecture (3 cr.) – retirement;
ECSE 528 Telecom. Network Architecture (3 cr.) – prerequisites; SCTP’s requested change: revise effective date to read “200809”;
ECSE 592 Microwave Theory and Techniques (3 cr.) – retirement;
ECSE 597 Circuit Simulators (3 cr.) – prerequisites; SCTP’s requested change: revise effective date to read “200809”;
ECSE 667 Modern Power System Analysis (3 cr.) – retirement.

Department of Civil Engineering and Applied Mechanics

CIVE 606 Plastic Structural Analysis (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 610 Special Topics in Struc. Mech. (4 cr.) – description; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 621 Behav. Of Concrete Structures (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 657 Waste Disposal Impact (3 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 659 Chem. Analysis of Water & Wastes (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 664 Modelling Environ/Water Res. Eng. (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 665 Applied Elasticity and Tensor (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 666 Environ/Water Resources Sys. (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 667 Plasticity (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”;
CIVE 680 Fundamentals of Soil Behaviour (4 cr.) – retirement; SCTP’s requested change: revise Administering Faculty/Unit to read “Graduate Studies”.

Desautels Faculty of Management

M.B.A.; Finance Concentration (15 cr.);
M.B.A.; Global Leadership Concentration (15 cr.);
M.B.A.; Marketing Concentration (15 cr.);
M.B.A.; Technology and Innovation Management Concentration (15 cr.);

MGCR 629 Global Leadership (1 cr.) – title.

Faculty of Religious Studies

RELG 710 The Epistle to the Hebrews (3 cr.) – retirement.

Faculty of Science

Department of Psychology

B.Sc.; Major in Psychology (54 cr.);
B.Sc.; Honours in Psychology (60 cr.);
B.Sc.; Core Science Component in Psychology [Liberal Program] (45 cr.);

PSYC 308 Behavioural Neuroscience 1 (3 cr.) – retirement;

PSYC 501 Auditory Perception (3 cr.) – description, prerequisites, restriction; SCTP's requested change: revise description to read "Auditory perception ..."

School of Computer Science

COMP 424 Artificial Intelligence (3 cr.) – title, description, prerequisites.

Department of Chemistry

CHEM 150 World of Chem: Food (3 cr.) – restriction;

CHEM 160 World of Chem: Technology (3 cr.) – restriction;

CHEM 170 World of Chem: Drugs (3 cr.) – restriction;

CHEM 180 World of Chem: Environment (3 cr.) – restriction.

The meeting ended at 4:28 pm.