

Minutes of a meeting of the APC Subcommittee on Courses and Teaching Programs (SCTP) held at 3:00 p.m. in Room 310, James Administration Building, **Thursday, May 20, 2010.**

PRESENT: Rebecca Dooley, Miranda Hickman, Fiona Lees, Charlotte Légaré, Bruce Minorgan (Acting Chair), Caroline Riches, Cindy Smith (Secretary)

REGRETS: Laura Gougeon, Morton J. Mendelson, David Ronis, Yixin Shao

11.01 The Agenda was approved with the following addition:

- item 3(a), Business Arising, Report from the Faculty of Medicine – 09-SCTP-04-20 REVISED.

11.02 The Minutes were approved for the meeting held April 29, 2010.

11.03 **BUSINESS ARISING**

(a) **Faculty of Medicine** – 09-SCTP-04-20 REVISED

School of Physical and Occupational Therapy

Graduate Certificate in Chronic Pain Management (15 cr.)

Responses to SCTP's queries and additional information requested, from April 29, 2010, were reviewed. All POTH course proposals have been revised to indicate that they will be offered partially on-line and partially on campus. It was noted by Enrolment Services that courses cannot be listed as on and off campus.

SCTP's requested changes:

- revise extended rationale, second paragraph, second sentence to read: "... During the semester, the students will be required to spend ...";
- in program rationale, indicate student cohort over 3 years;
- verification requested whether the POTH courses should indicate the restriction as "Open only to students registered in the Graduate Certificate in Chronic Pain Management."

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

11.04 **DESAUTELS FACULTY OF MANAGEMENT** – 09-SCTP-05-23

M.B.A. Japan (51 cr.)

SCTP queried:

- whether students would be admitted in the summer; if not, effective date should be revised to "201009".

Revised program approved with this verification; it will be reported to APC and CGPS for information only.

11.05 **FACULTY OF AGRICULTURAL AND ENVIRONMENTAL SCIENCES** – 09-SCTP-05-24

B.Sc.(Ag.Env.Sc.); Minor in International Agriculture (24 cr.)

SCTP requested:

- correction to the listing of the Field Study Semesters [FSS] – discrepancies were noted for the listed program requirements on the proposal and what was listed in the E-Calendar.

Secretary's note: It was suggested to the Faculty that instead of listing individual FSS requirements, only list the title of the FSS that may be chosen – this way a program revision is not needed for this new minor every time revisions are made to one of the FSS. The Faculty accepted this suggestion.

New program approved with this revision; it will be reported to APC for final approval.

11.06 **OTHER BUSINESS**

- (a) Report 12 [one on courses and one on programs] from Enrolment Services [ES] to SCTP was circulated electronically and was approved by the Subcommittee for the meeting of May 20, 2010.

The meeting ended at 3:58 pm.