



476th REPORT OF THE ACADEMIC POLICY COMMITTEE TO SENATE

On the APC meeting held on November 17th 2016

I. TO BE APPROVED BY SENATE

(A) NEW TEACHING PROGRAMS REQUIRING SENATE APPROVAL

Graduate and Postdoctoral Studies/ Faculty of Education

Graduate Certificate in International Leadership in Educational and Administrative Development (15 cr.) - Appendix A

At a meeting on November 17th 2016, APC reviewed and approved a proposal from Graduate and Postdoctoral Studies and the Faculty of Education to create a Graduate Certificate in International Leadership in Educational and Administrative Development. This Graduate Certificate has been designed for leaders, policy makers, administrators and consultants from a wide range of organizations and aims at providing them with experience in educational leadership. Most of the courses will be delivered online during the academic year and be completed by an intensive summer component on the McGill campus. This is a self-funded program that will attract students internationally and offer even more visibility to the Faculty of Education on the ever-changing global market.

APC therefore recommends that Senate approve the following resolution:

Be it resolved that Senate approve the proposed Graduate Certificate in International Leadership in Educational and Administrative Development.

School of Continuing Studies

Professional Development Certificate in Parliamentary Management (18 CEUs) – Appendix B

At a meeting on November 17th 2016, APC reviewed and approved a proposal from the School of Continuing Studies to create a new Professional Development Certificate in Parliamentary Management. Following the successful creation of a unique non-credit/non-transcript Parliamentary Staff program, launched in collaboration with the World Bank 5 years ago, the School of Continuing Studies is now proposing to offer this Professional Development Certificate, aimed at mid-level Parliamentary Staff who wish to further their careers. This program, based on international best practices will be unique in Quebec and Canada where no certificate is currently offered in English to the administrative staff of Parliament.

APC therefore recommends that Senate approve the following resolution:

Be it resolved that Senate approve the proposed Professional Development Certificate in Parliamentary Management.

(B) **ACADEMIC PERFORMANCE ISSUES / POLICIES / GOVERNANCE/AWARDS – none**

(C) **CREATION OF NEW UNITS / NAME CHANGES / REPORTING CHANGES – none**

(D) **CHANGES IN DEGREE DESIGNATION – none**

(E) **INTER-UNIVERSITY PARTNERSHIPS – none**

(F) OTHER – *none*

II. **TO BE ENDORSED BY SENATE / PRESENTED TO SENATE FOR DISCUSSION** – *none*

III. **APPROVED BY APC IN THE NAME OF SENATE**

(A) DEFINITIONS – *none*

(B) STUDENT EXCHANGE PARTNERSHIPS / CONTRACTS / INTERUNIVERSITY PARTNERSHIPS - *none*

(C) OTHER - *none*

IV. **FOR THE INFORMATION OF SENATE**

A) ACADEMIC UNIT REVIEWS – *none*

B) APPROVAL OF COURSES AND TEACHING PROGRAMS

1. Programs

a) APC Approvals (new options/concentrations and major revisions to existing programs)

i. New Programs

Faculty of Agricultural and Environmental Sciences

Concurrent B.Sc. (F.Sc.) and B.Sc. (Nutr.Sc); Minor in Agribusiness Entrepreneurship (18 cr.)

Faculty of Arts

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

ii. Major Revisions of Existing Programs- *none*

b) APC Subcommittee on Courses and Teaching Programs (SCTP) Approvals
(Summary Reports: <http://www.mcgill.ca/sctp/documents/>)

i. Moderate and Minor Program Revisions

Approved by SCTP on 29th September 2016, reported to APC on 17th November 2016

Faculty of Agricultural and Environmental Sciences

B.Sc. (Ag.Env.Sc); Minor in Agribusiness Entrepreneurship (18 cr.)

B.Eng. (Bioresource); Minor in Agribusiness Entrepreneurship (18 cr.)

B.Sc. (F.Sc); Minor in Agribusiness Entrepreneurship (18 cr.)

Faculty of Arts

B.A.; Major Concentration on German Studies (36 cr.)

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

B.A.; Minor Concentration in Geographic Information Systems and Remote Sensing (18 cr.)

Graduate and Postdoctoral Studies

Ph.D.; Linguistics; Language Acquisition (0 cr.)

Ph.D.; Communication Sciences and Disorders; Language Acquisition (0 cr.)

ii. Program Retirements - *none*

2. Courses

a) New Courses

Reported as having been approved by SCTP on 29th September 2016: 12

Faculty of Agricultural and Environmental Sciences: 1

School of Continuing Studies: 6

Faculty of Education: 5

b) Course Revisions

Reported as having been approved by SCTP on 29th September 2016: 9

Faculty of Agricultural and Environmental Sciences: 1

Faculty of Arts: 3

Faculty of Education: 5

c) Course Retirements

Reported as having been approved by SCTP on 29th September 2016: 1

Faculty of Arts: 1

(B) OTHER - none



1.0 Degree Title Please specify the two degrees for concurrent degree programs <input type="text" value="Graduate Certificate"/>	2.0 Administering Faculty/Unit <input type="text" value="Graduate and Postdoctoral Studies"/>
1.1 Major (Legacy = Subject) (30-char. max.) <input type="text" value="International Leadership in Educational and Administrative Development"/>	Offering Faculty/Department <input type="text" value="Education/Dean's Office"/>
1.2 Concentration (Legacy = Concentration/Option) If applicable to Majors only (30 char. max) <input type="text"/>	3.0 Effective Term of Implementation (Ex. Sept. 2004 = 200409) Term <input type="text" value="201705"/>
1.3 Minor (with Concentration, if Applicable) (30char. max) <input type="text"/>	

4.0 Rationale and Admission Requirements for New Proposal

The creation of this new self-funded graduate certificate has the objective of targeting an international market of leaders, within higher education, organizations and companies by providing continued leadership development. Currently, our Faculty offers two graduate certificates in Educational Leadership, however both certificates serve a very specific, local, niche market - Quebec School boards. A newly created, self-funded leadership certificate will attract students internationally, positioning the Faculty of Education within an ever-evolving and growing global market. Detailed admission requirements are listed on page 3. Neither of the existing Leadership certificates will be retired, and the new I-LEAD certificates does not replace an existing one.

See signature page for admission requirements.

5.0 Program Information
Please check appropriate box(es)

5.1 Program Type	5.2 Category	5.3 Level
<input type="checkbox"/> Bachelor's Program <input type="checkbox"/> Master's <input type="checkbox"/> M.Sc. (Applied) Program <input type="checkbox"/> Dual Degree/Concurrent Program <input type="checkbox"/> Certificate <input type="checkbox"/> Diploma <input checked="" type="checkbox"/> Graduate Certificate <input type="checkbox"/> Graduate Diploma <input type="checkbox"/> Ph.D. Program <input type="checkbox"/> Doctorate Program (Other than Ph.D.) <input type="checkbox"/> Private Program <input type="checkbox"/> Off-Campus Program <input type="checkbox"/> Distance Education Program (By Correspondence) <input type="checkbox"/> Other: Please specify <input type="text"/>	<input type="checkbox"/> Faculty Program (FP) <input type="checkbox"/> Major <input type="checkbox"/> Joint Major <input type="checkbox"/> Major Concentration (CON) <input type="checkbox"/> Minor <input type="checkbox"/> Minor Concentration (CON) <input type="checkbox"/> Honours (HON) <input type="checkbox"/> Joint Honours Component (HC) <input type="checkbox"/> Internship/Co-op <input type="checkbox"/> Thesis (T) <input type="checkbox"/> Non-Thesis (N) <input type="checkbox"/> Other: Please specify <input type="text"/>	<input type="checkbox"/> Undergraduate <input type="checkbox"/> Dentistry/Law/Medicine <input type="checkbox"/> Continuing Studies (Non-Credits) <input checked="" type="checkbox"/> Masters & Grad Dip & Certs <input type="checkbox"/> Doctorate <input type="checkbox"/> Post-Graduate Medicine/ Dentistry <input type="checkbox"/> Graduate Qualifying <input type="checkbox"/> Postdoctoral Fellows
		5.4 FQRSC (Research) Indicator (For GPS) <input type="checkbox"/> Yes <input type="checkbox"/> No

6.0 Total Credits

7.0 Consultation with

Related Units Yes No

Financial Consult Yes No

Attach list of consultations.

8.0 Program Description (Maximum 150 words)

The Graduate Certificate in International Leadership in Educational and Administrative Development (I-LEAD) targets leaders, consultants, senior management and administrators and policy makers from a range of educational institutions (universities, colleges, private schools) and organizations (hospitals, community, governmental), as well as the corporate sector. The goal is to provide a world-class global training experience in educational leadership. The majority of the courses will be delivered online asynchronously, with students accessing learning material and participating in online discussions. Courses are offered online during the fall, spring, and winter semesters. There will be an intensive summer component on the McGill campus.

9.0 List of proposed program for the New Program/Major or Minor/Concentration

If new concentration (option) of existing Major/Minor (program), please attach a program layout (list of all courses) of existing Major/Minor.

Proposed program (list courses as follows: Subj Code/Crse Num, Title, Credit weight under the headings of: Required Courses, Complementary Courses, Elective Courses

Graduate Certificate in International Leadership in Educational and Administrative Development (15 cr.)

Required Courses (15 cr.)

- EDLE 601 Resource Administration and Fiscal Accountability (3credits)
- EDLE 602 Marketing and Strategy in International Educational Leadership (3 credits)
- EDLE 603 Educational Planning and Evaluation (3 credits)
- EDLE 604 Education and Internationalization (3 credits)
- EDLE 605 Leading for Success in Educational Institutions and Organizations (3 credits)

See next page for the two existing leadership graduate certificates.

There is a clear distinction between the focus and purpose of the existing Leadership certificates and the new I-LEAD. In Canada, Education is a provincial jurisdiction. As stated in the program description, the existing certificates address the preparation of leaders for the Quebec context. The certificates' focus, curriculum, and administrative and leadership policies reflect this orientation. Individuals in the Quebec school system seeking positions as school administrators are required to complete graduate studies in Leadership, and these certificates respond to this need.

The new I-LEAD will not focus on the Quebec context. Its goal, rather (as stated in the description) is "to provide a world-class global training experience in educational leadership". It will target professionals aiming to strengthen their knowledge of Educational and Administrative Development in an international context.

EXISTING:

Graduate Certificate (Gr. Cert.) Educational Leadership 1 (15 credits)

Program Requirements

This 15-credit program addresses the needs of experienced and aspiring school leaders who are taking increased responsibility for the students and communities they serve. The management of schools is increasingly seen as making a major contribution to the learning and personal development of students. The professional development of school leaders, educational reform, and school partnership form the basis for the program.

Course selection to be approved by Graduate Certificate Program Director.

Complementary Courses

15 credits from:

EDEC 635 Research Writing (3 credits)

EDEM 610 Leadership in Action (3 credits)

EDEM 628 Education Resource Management (3 credits)

EDEM 635 Fiscal Accountability in Education (3 credits)

EDEM 637 Managing Educational Change (3 credits)

EDEM 644 Curriculum Development and Implementation (3 credits)

EDEM 646 Planning and Evaluation (3 credits)

Or other 500-level or higher courses approved by the Graduate Certificate Program Director.

EXISTING:

Graduate Certificate (Gr. Cert.) Educational Leadership 2 (15 credits)

Program Requirements

This 15-credit program explores more deeply leadership theory and educational issues and applications in a practicum. Candidates for the Graduate Certificate in Educational Leadership 2 should normally have completed the first certificate. In combination, the two certificates allow school administrators to acquire the 30 graduate credits in the field of educational leadership required by the Quebec Ministry of Education.

Course selection to be approved by Graduate Certificate Program Director.

No course taken in Certificate 1 can be repeated in Certificate 2.

Complementary Courses

15 credits from:

EDEM 609 Critical Perspectives in Educational Theory and Research (3 credits)

EDEM 660 Community Relations in Education (3 credits)

EDEM 664 Education and the Law (3 credits)

EDEM 671 The Principalship (3 credits)

EDEM 673 Leadership Theory in Education (3 credits)


EDEM 675 Special Topics 1 (3 credits)

EDEM 681 Practicum - Administrative Studies (3 credits)

EDEM 693 School Improvement Approaches (3 credits)

EDEM 695 Policy Studies in Education (3 credits)

Or other 500-level or higher courses approved by the Graduate Certificate Program Director.

10.0 Approvals			
Routing Sequence	Name	Signature	Date
Department	<input type="text"/>	<input type="text"/>	<input type="text"/>
Curric/Acad Committee	Elizabeth Wood, PhD		September 7 th 2016
Faculty 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
Faculty 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
Faculty 3	<input type="text"/>	<input type="text"/>	<input type="text"/>
CGPS	SCTP APPROVED	CGPS Approval	Sept. 12, 2016
SCTP		<input type="text"/>	Sept. 29 / 16
APC	<input type="text"/>	<input type="text"/>	<input type="text"/>
Senate	<input type="text"/>	<input type="text"/>	<input type="text"/>
Submitted By			
Name	Vanessa Bridgman	To be completed by ARR:	
Phone	(514)398-7040	CIP Code	
Email	vanessa.bridgman@mcgill.ca	<input type="text"/>	
Submission Date	September 7th, 2016		

ADMISSION REQUIREMENTS:

Applicants must hold an undergraduate degree in a discipline encompassing one or more of the following: education, social and natural sciences, humanities, arts, human resources, leadership, and management.

A minimum standing equivalent to a CGPA of 3.0/4.0, or 3.2/4.0 for the last two full-time academic years, is required.

IELTS with a minimum overall band of 7.0; (with a minimum writing score of 7.0); or

TOEFL: iBT (Internet-based test) - total score of 92 with a minimum score of 22 each for the Writing and Speaking sections and a minimum of 20 each for the Reading and Listening sections and PBT (paper-based test) - 580.



<p>1.0 Degree Title Please specify the two degrees for concurrent degree programs</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;">Professional Development Certificate</div>	<p>2.0 Administering Faculty/Unit</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;">School of Continuing Studies</div>
<p>1.1 Major (Legacy= Subject)(30-char. max.)</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;">Parliamentary Management</div>	<p>Offering Faculty/Department</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;">SCS/Career and Professional Development</div>
<p>1.2 Concentration (Legacy = Concentration/Option) If applicable to Majors only (30 char. max.)</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;">n/a</div>	<p>3.0 Effective Term of Implementation (Ex. Sept. 2004 = 200409) Term</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;">201705</div>
<p>1.3 Minor (with Concentration, if Applicable) (30 char. max.)</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;">n/a</div>	

Parliaments are a critical component of a country's governance system. To perform their role, parliaments need to have effective, proactive, and responsive personnel. A unique non-credit non-transcript Parliamentary Staff program, developed in collaboration with the World Bank, has been successfully offered by McGill for 5 years. We are now proposing to introduce a Professional Development Certificate in Parliamentary Management which will provide SCS with a distinct competitive edge since there are no certificate programs offered in English for the administrative staff of parliaments in Quebec or Canada. Introduction of a professional development certificate will help attract more international students seeking a solid university credential in parliamentary management.

Admission Requirements: Applicants must hold a minimum of a Bachelor's degree in any discipline and provide a letter of recommendation from their parliament. The CPD Department reviews, revises or retires any existing programs that are obsolete or have low enrolment.

5.0 Program Information
Please check appropriate box(es)

<p>5.1 Program Type</p> <p><input type="checkbox"/> Bachelor's Program</p> <p><input type="checkbox"/> Master's</p> <p><input type="checkbox"/> M.Sc. (Applied) Program</p> <p><input type="checkbox"/> Dual Degree/Concurrent Program</p> <p><input type="checkbox"/> Certificate</p> <p><input type="checkbox"/> Diploma</p> <p><input type="checkbox"/> Graduate Certificate</p> <p><input type="checkbox"/> Graduate Diploma</p> <p><input type="checkbox"/> Ph.D. Program</p> <p><input type="checkbox"/> Doctorate Program (Other than Ph.D.)</p> <p><input type="checkbox"/> Private Program</p> <p><input type="checkbox"/> Off-Campus Program</p> <p><input type="checkbox"/> Distance Education Program (By Correspondence)</p> <p><input checked="" type="checkbox"/> Other (Please specify)</p> <p>Professional Development Certificate</p>	<p>5.2 Category</p> <p><input type="checkbox"/> Faculty Program (FP)</p> <p><input type="checkbox"/> Major</p> <p><input type="checkbox"/> Joint Major</p> <p><input type="checkbox"/> Major Concentration (CON)</p> <p><input type="checkbox"/> Minor</p> <p><input type="checkbox"/> Minor Concentration (CON)</p> <p><input type="checkbox"/> Honours (HON)</p> <p><input type="checkbox"/> Joint Honours Component (HC)</p> <p><input type="checkbox"/> Internship/Co-op</p> <p><input type="checkbox"/> Thesis (T)</p> <p><input type="checkbox"/> Non-Thesis (N)</p> <p><input type="checkbox"/> Other</p> <p>Please specify</p>	<p>5.3 Level</p> <p><input type="checkbox"/> Undergraduate</p> <p><input type="checkbox"/> Dentistry/Law/Medicine</p> <p><input checked="" type="checkbox"/> Continuing Ed (Non-Credit)</p> <p><input type="checkbox"/> Collegial</p> <p><input type="checkbox"/> Masters & Grad Dips & Certs</p> <p><input type="checkbox"/> Doctorate</p> <p><input type="checkbox"/> Post-Graduate Medicine/Dentistry</p> <p><input type="checkbox"/> Graduate Qualifying</p> <p><input type="checkbox"/> Postdoctoral Fellows</p>
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6.0 Total Credits/CEUs

18 CEUs

7.0 Consultation with Related Units

Yes	No	<input checked="" type="checkbox"/>
Financial Consult	Yes	No <input checked="" type="checkbox"/>

Attach list of consultations.

8.0 Program Description (Maximum 150 words)

This professional development certificate program is designed for mid-level parliamentary staff who have the potential to reach the highest levels of parliamentary management. The curriculum is based on international best practices focusing on their application to parliamentary settings within different political systems and cultures. Combining theory and practice, the program uses a blended learning methodology of face-to-face and online courses. By equipping parliamentary staff to become the 'corporate memory' of parliament, the program helps build the legislatures of tomorrow.

This program is offered in English and must be completed within 2 years.

9.0 List of proposed program for the New Program/Major or Minor/Concentration.

If new concentration (option) of existing Major/Minor (program), please attach a program layout (list of all courses) of existing Major/Minor.



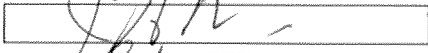

Proposed program (list courses as follows: Subj Code/Crse Num, Title, Credit weight under the headings of: Required Courses, Complementary Courses, Elective Courses)

Professional Development Certificate in Parliamentary Management (18 CEUs)

Required Courses (18 CEUs)

CBUS 244	Current Trends in Parliamentary Administration	(3 CEUs)
CBUS 245	Corporate Management of Parliament 1	(3 CEUs)
CBUS 246	Corporate Management of Parliament 2	(3 CEUs)
CBUS 247	Parliamentary Committees	(3 CEUs)
CBUS 248	Public Financial Management	(3 CEUs)
CBUS 249	Parliamentary Research and IT	(3 CEUs)

10.0 Approvals

Routing Sequence	Name	Signature	Date
Department	Inna Popova, Director, Non-Credit Programs		16 Sep 2016
Curric/Acad Committee	Carmen Sicilia, Associate Dean		Sept 19, 2016
Faculty 1	Judith Potter, Dean of Continuing Studies		19/09/2016
Faculty 2	Kamal Salmasi, Area Coord.Mam. IB. Entrepr.		19 th of Sept. 16
Faculty 3	SCTP APPROVED		
SCTP			Sept. 29/16.
GS			
APPC			
Senate			

Submitted by

Name

Phone

Email

Submission Date

To be completed by ARR:

CIP Code