

James Administration Building, Room 400 | Pavillon James de l'administration, bureau 400

Tel.: (514) 398-1224
Fax: (514) 398-6283

Date: Monday, September 12, 2016
Doc. #: CGPS-MM.03_2016.09.12
To : Members of the Council of Graduate and Postdoctoral Studies (CGPS)
From : Josephine Nalbantoglu, Chair of Graduate and Postdoctoral Studies (CGPS)
Subject: New Program Approval as Ad Hoc Program
Purpose: For Information For Review and Approval x Decision

Purpose:

The process to approve a new academic program within Quebec can take anywhere from 3 to 5 years. This includes program approval within the department and faculty, internal McGill University approval (CGPS, SCTP, APC, Senate) and approval at the level of the Bureau de Coopération Interuniversitaire (BCI) and Ministère de l'Éducation et de l'Enseignement Supérieur (MEES). To expedite the process of full program approval, new programs presented to CGPS will have the option to become an Ad Hoc program as they embark on the multi-year approval pathway. Ad Hoc programs are created when the University has no parallel existing program, are small in enrollment size and temporary.

Background:

Since the 1970's, Graduate and Postdoctoral Studies has internally approved the creation of new Ad Hoc graduate programs at McGill University. Since Ad Hoc programs do exist at McGill, new programs in the process of acquiring Ministry approval can take advantage of this status. Once the new program has gained approval within the department and faculty, and receives CGPS approval, GPS can decide to approve the program as an Ad Hoc. The full program continues along the approval pathway (ie SCTP, APC, etc) while the Ad Hoc program is available and open for initial student enrolment and registration. The MEES has recently mandated that Ad Hoc Programs cannot exist as such for more than three years.

Rationale:

By presenting the proposed Ad Hoc program to CGPS, it ensures there is adequate consultation with the academic community. There is also the added benefit that newly proposed programs are well thought out and sufficient background and research conducted to determine the program is necessary and fills a void at McGill University. Finally, once the program reaches the approval stages of the BCI and MEES, we can demonstrate that the program is in demand, has registered students and can be carried out as demonstrated by the Ad Hoc program.

Details:

The presentation of a proposed program to CGPS will include the following information: a completed New Program Form; a five page program summary that describes the rationale for the program; similar programs in Quebec and North America; the learning outcomes of the program; the market demand for graduates trained in this program; a course list; resources required and potential enrollment numbers over the next five years; and consultation forms from related units and programs. Larger proposal should also be available for perusal by CGPS members.

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New Program Approval Pathway

