

Minutes of a teleconference meeting of the APC Subcommittee on Courses and Teaching Programs (SCTP) held
Thursday, February 28, 2013 at 3:00 pm.

SCTP Participants: Benoit Champagne, Julie Côté, Valerie Fortin, Fiona Lees, Fernanda Macchi, Morton J. Mendelson (Chair), Laura Nilson, David Ragsdale, Avi Rush, Cindy Smith (Secretary to SCTP), Desmond Tsang

Guests: Dr. Carmen Sicilia, School of Continuing Studies, Ms. Inna Popova, School of Continuing Studies
 Ms. Effie Dracopoulos, School of Continuing Studies

07.01 The Agenda was approved as circulated.

07.02 The Notes from the electronic review, held February 7, 2013, were approved as circulated.

07.03 **BUSINESS ARISING**
 None.

07.04 **SCHOOL OF CONTINUING STUDIES – 12-SCTP-02-15**

Department of Career and Professional Development

Diploma in Integrated Aviation Management (30 cr.)

Dr. Sicilia and Ms. Popova joined the meeting to briefly present and respond to questions concerning this new diploma. There is currently a shortage of qualified managers in the aviation industry. The School ascertained that other programs in this field focus on technical training, but not on management. Instructors for these courses will be experts from industry who contributed to the development of the new proposal.

SCTP requested:

- written consultation from the Faculty of Law;
- explanation as to what is meant by “The program also addresses key contemporary issues” in the description – this is a very broad statement; perhaps the description should be rewritten to include some of the “key contemporary issues”.

For expedited approval by the SCTP Chair.

Department of Language and Intercultural Communication

Certificate in TESOL (12 CEUs)

Ms. Dracopoulos joined the meeting to briefly present and respond to questions concerning this new certificate. She explained that the School has offered many course modules on this topic, where students would receive attestation for completing the courses. This proposal is in response to the request from countries for formal training in teaching English to speakers of other languages [TESOL].

SCTP requested:

- revise the title within the description to define the acronym “TESOL”;
- either propose a “Certificate in TESOL” or a “Certificate for Professional Development in TESOL”, because a “professional development certificate” is not a program type currently offered by McGill; this new program type definition would require SCTP, APC, and Senate approvals before such a program could be offered. *Secretary’s note:* Confirmation received from Dean Potter that the proposal is for a Certificate in TESOL.

For expedited approval by the SCTP Chair.

07.05 **OTHER BUSINESS**

(a) Report 8 from Enrolment Services [ES] to SCTP for February 28, 2013 was circulated electronically. Report 8 was approved by SCTP.

The teleconference meeting ended at 3:35 pm.