

Minutes of a meeting of the **APC Subcommittee on Courses and Teaching Programs (SCTP)** held Thursday, April 10, 2014 at 3:00 pm in Room 301 of the James Administration Building.

**PRESENT:** James Clark, Julie Côté, Ollivier Dyens (Chair), Louis Hermo, Amber Lannon, Fiona Lees, Fernanda Macchi, Laura Nilson, Cindy Smith (Secretary to SCTP), Claire Stewart-Kanigan

**REGRETS:** Marie Dagenais, Yuhan Ma

**GUESTS:** Dr. Jake Barralet, Faculty of Medicine  
Dr. Kevin Lachapelle, Faculty of Medicine

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08.01 The Agenda was approved as circulated.

08.02 The Minutes from the last meeting, held March 13, 2014, were approved as circulated.

**08.03 BUSINESS ARISING**

(a) Faculty of Arts – 13-SCTP-02-17 REVISED

**B.A.; Major Concentration in Liberal Arts** (36 cr.)

**B.A.; Honours in Liberal Arts** (60 cr.)

Revised proposals were reviewed.

Revised programs (two) approved; they will be reported to APC for final approval.

**08.04 GRADUATE AND POSTDOCTORAL STUDIES – 13-SCTP-04-21**

Faculty of Medicine

Department of Experimental Surgery

**M.Sc. in Experimental Surgery; Surgical Education** (45 cr.)

Drs. Barralet and Lachapelle joined the meeting to briefly present and respond to questions concerning this new concentration. The Department's mission is to create academic surgeons, and this new concentration will help the Department to fulfill this goal.

New concentration of existing program approved; it will be reported to APC for final approval.

**M.Sc. in Experimental Surgery; Surgical Innovation** (45 cr.)

Drs. Barralet and Lachapelle briefly presented and responded to questions concerning this new concentration. They indicated that there is currently no other program of this type in Canada. A pilot study was done with a group of six students working in teams to ascertain needs in the area of surgery. This new concentration will attract more residents and scientists in surgical research by providing innovative training.

New concentration of existing program approved; it will be reported to APC for final approval.

**M.Sc. in Experimental Surgery** (45 cr.)

Major program revisions included: revised description, credit weight decreased for a required course, required courses credit weight decreased, program credit weight decreased, and complementary courses text revised.

Program credit weight for this thesis program decreased to meet GPS requirements that thesis programs not be more than 45 credits, as per the government's funding policy.

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

Desautels Faculty of Management

**Ph.D. in Management; Environment** (0 cr.)

SCTP queried:

- whether students with a Masters in Environment would be eligible to take this program.

New concentration of existing program approved with response to the query; it will be reported to APC for final approval.

Faculty of Science

School of Computer Science

**M.Sc. in Computer Science (45 credits)**

Major program revisions included: one required course added, credit weight decreased for one required course, credit weight increased for two required courses, and required courses text revised. The thesis literature review course was added to the program and the thesis course credits required adjustments.

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

**M.Sc. in Computer Science; Bioinformatics (45 credits)**

Major program revisions included: one required course added, credit weight decreased for one required course, credit weight increased for two required courses, and required courses text revised. The thesis literature review course was added to the program and the thesis course credits required adjustments.

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

**M.Sc. in Computer Science; Computational Science and Engineering (45 credits)**

Major program revisions included: program credit weight decreased, one required course added, credit weight decreased for one required course, credit weight increased for two required courses, required courses text revised, complementary courses text revised, and complementary courses credit weight decreased. The thesis literature review course was added to the program and the thesis course credits required adjustments. It was noted that the GPS eCalendar had the incorrect program credit weight indicated as 45 credits.

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

**08.05 FACULTY OF ARTS – 13-SCTP-04-22**

Institute of Islamic Studies

**B.A.; Minor Concentration in World Islamic and Middle East Studies (18 cr.)**

Major program revisions included: program title changed, description revised, complementary courses text revised, complementary courses deleted, complementary courses added, and offering unit changed.

SCTP's requested changes:

- revise “6 credits ...” paragraph to read “6 ... as relevant to the program”;
- revise rationale to mention that the program will now be offered through the Institute and it will no longer be offered through Arts - Dean's Office.

*Secretary's note:* A program retirement proposal was submitted to ES for the existing B.A.; Minor Concentration in Middle East Studies program.

Revised program approved; it will be reported to APC for final approval and reported to the government once the revised proposal has been received.

**B.A.; Major Concentration in World Islamic and Middle East Studies (36 cr.)**

Major program revisions included: program title changed, description revised, required course deleted; required courses credit weight decreased, complementary course text revised, complementary courses deleted, complementary courses added, and offering unit changed.

SCTP's requested changes:

- revise “12 credits (2 levels) ...” paragraph to read “12-15 credits ... Turkish or Urdu ...”;
- revise “24 credits...” paragraph to read “21-24 credits ...”;
- revise “6-9 credits ...” paragraph to read “6-9 ... as relevant to the program”;
- revise rationale to mention that the program will now be offered through the Institute and it will no longer be offered through Arts - Dean's Office.

*Secretary's note:* A program retirement proposal was submitted to ES for the existing B.A.; Major Concentration in Middle East Studies program.

Revised program approved; it will be reported to APC for final approval and reported to the government once the revised proposal has been received.

**B.A.; Honours in World Islamic and Middle East Studies (60 cr.)**

Major program revisions included: program title changed, description revised, two required courses renumbered, one required course title revised, complementary courses text revised, complementary courses deleted, complementary courses added, and offering unit changed.

SCTP's requested changes:

- revise "18-21 credits (3 levels) ..." paragraph to read "18-21 credits ... Turkish or Urdu ...";
- revise "36 credits ..." paragraph to read "33-36 credits ...";
- revise "9/12 credits ..." paragraph to read "9-12 ... as relevant to the program";
- revise rationale to mention that the program will now be offered through the Institute and it will no longer be offered through Arts - Dean's Office.

*Secretary's note:* A program retirement proposal was submitted to ES for the existing B.A.; Honours in Middle East Studies program.

Revised program approved; it will be reported to APC for final approval and reported to the government once the revised proposal has been received.

**B.A.; Joint Honours - World Islamic and Middle East Studies Component (36 cr.)**

Major program revisions included: program title changed, description revised, the required course renumbered and title revised, complementary courses text revised, complementary courses deleted, complementary courses added, and offering unit changed.

SCTP's requested changes:

- revise "12 credits (2 levels) ..." paragraph to read "12-15 credits ... Turkish or Urdu ...";
- revise "21 credits ..." paragraph to read "18-21 credits ...";
- revise "3/6 credits ..." paragraph to read "3-6 ... as relevant to the program";
- revise in the revised list of courses "21-24 credits from these according to the level breakdown" to read "18-21 credits ..."
- revise rationale to mention that the program will now be offered through the Institute and it will no longer be offered through Arts - Dean's Office.

*Secretary's note:* A program retirement proposal was submitted to ES for the existing B.A.; Joint Honours - Middle East Studies Component program.

Revised program approved; it will be reported to APC for final approval and reported to the government once the revised proposal has been received.

**B.A.; Minor Concentration in Arabic Language (18 cr.)**

**B.A.; Minor Concentration in Persian Language (18 cr.)**

**B.A.; Minor Concentration in Turkish Language (18 cr.)**

**B.A.; Minor Concentration in Urdu Language (18 cr.)**

Major program revisions included: the B.A.; Minor Concentration in Middle East Languages program was split into these four language programs, revised descriptions, complementary courses deleted, how courses to be chosen revised, and offering unit changed.

SCTP's requested change:

- revise rationale for each proposal so that it pertains to each individual language program and not for the revisions made for the WI&MES programs, and explain why the one program was split into four programs.

*Secretary's note:* A program retirement proposal was submitted to ES for the existing B.A.; Minor Concentration in Middle East Languages program.

Revised programs (four) approved; they will be reported to APC for final approval once the revised proposals have been received.

**08.06 OTHER BUSINESS**

(a) Report 8 from Enrolment Services [ES] to SCTP for March 13, 2014 was briefly reviewed by Ms. Lees. Professor Clark queried whether the prerequisite for Engineering's new courses BIEN 210 and BIEN 290 [BIOL 112 and PHYS 142, respectively] should be deleted or Web registration unblocked. Ms. Lees indicated that Web registration needs to be unblocked for the prerequisite courses on both proposals.

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(b) Report 9 from Enrolment Services [ES] to SCTP for March 27, 2014 was briefly reviewed by Ms. Lees – no issues were reported.

The meeting ended at 4:05 pm.