

Notes of an electronic review held in lieu of the APC Subcommittee on Courses and Teaching Programs (SCTP) meeting scheduled for **Thursday, May 11, 2023**.

**SCTP Participants:** Jason Carmichael, María Sierra Córdoba Serrano, Andrea Di Stefano, Jaye Ellis, Darlene Hnatchuk, Alissa Levine, Laurent Mydlarski, Carolyn Samuel, Scott Sugden

**Chair:** Associate Provost (Teaching and Academic Planning) Chris Buddle

**Secretary to SCTP:** Cindy Smith

Information on SCTP Course and Program Guidelines and past SCTP meeting Minutes/Notes or Reports may be found at [www.mcgill.ca/sctp](http://www.mcgill.ca/sctp).

In lieu of the meeting, the Chair requested that an electronic review be held for the SCTP Minutes from the last meeting, the Report from the Faculty of Medicine and Health Sciences, and the 2023-2024 SCTP Meeting Schedule.

08.01 The Minutes from the last meeting held April 20, 2023 were approved as circulated.

Revision to the Minutes from February 16, 2023 SCTP meeting: item 05.05 Faculty of Science – 22-SCTP-02-10; program credit weight for the new **B.Sc.; Major in Computer Science; Artificial Intelligence** – revised from 63-66 to 63-68 credits, which is due to Group E being revised to “3 or 4” credits, which revised the Complementary credits to “24-26” [Group C was indicated as “3 or 4” credits also].

#### 08.02 BUSINESS ARISING

*Secretary's note:* Revisions/additional information requested by SCTP were provided for the following proposal, reviewed by the SCTP Chair, who approved the proposal on behalf of SCTP.

##### Graduate and Postdoctoral Studies

Faculty of Medicine and Health Sciences/Ingram School of Nursing

- **M.Sc.(A.) in Advanced Nursing; Non-Thesis – Nursing Services Administration** (48 cr.)

[22-SCTP-12-05; December 1, 2022]; it will be reported to APC for information; staff within the Office of the Associate Provost (Teaching and Academic Planning) will be consulted to determine whether the Ministry needs to be informed about the revised program credit weight.

#### 08.03 FACULTY OF MEDICINE AND HEALTH SCIENCES – 22-SCTP-05-17

Ingram School of Nursing

Via memo to SCTP, the following courses are being revised to offered only online:

NUR1 235 Health & Physical Assess/Anat1 (3 cr.);

NUR1 236 Health & Physical Assess/Anat2 (3 cr.);

NUR1 311 Infection Prevention & Control (3 cr.);

NUR1 338 Appl Hlth&Phys Assessmt/Anat1 (3 cr.);

NUR1 339 Appl Hlth&Phys Assessmt/Anat 2 (3 cr.);

NUR2 534 Health Assessment/Anatomy1 (3 cr.); and

NUR2 535 Health Assessment/Anatomy 2 (3 cr.).

##### SCTP requested:

- clarification is needed on what the modality is based on the University's approved definitions recently reviewed and approved by Senate – online means 100% online so there can be no expectation that students will attend anything in person; remote is not a term we should be using, so what we might be talking about is “blended”; and, if blended, confirmation is needed as to whether the Faculty of Medicine and Health Sciences has an approval process that ensures there is visibility into what courses in the Faculty are moving to blended or online;

08.03 **FACULTY OF MEDICINE AND HEALTH SCIENCES – 22-SCTP-05-17**

Ingram School of Nursing

SCTP requested: [continued]

- confirmation needed on how and in what way will the courses be designed for online or blended; confirmation needed whether the Ingram School of Nursing has the resources to ensure the course quality when delivered online is appropriate;
- there may be fee implications for students, i.e., if they are residing outside of Quebec and taking a course online – confirmation is needed whether this been considered;
- revise memo to indicate the School's and the Faculty's approvals along with meeting dates;
- indicate effective term for these changes on the memo;
- correct memo to remove referral to "remotely", which is not the same as offering a course online;
- correct memo so that each course indicates the correct Banner short title and the credit weight;
- correct memo to remove referral to weekly tutorial because none of these courses have "Tutorial" as a course activity/schedule type in Banner; if the entire course is changing modality to be offered online, then the schedule type needs to be revised to "Web Course";
- revise supplementary information to indicate that the course includes some asynchronous activities.

For review by the SCTP Chair; change in modality for these courses is not approved at this time.

08.04 **2023-2024 SCTP MEETING SCHEDULE – 22-SCTP-05-16**

SCTP members had no comments on this document.