McGill

Report of the
Academic Policy Committee D12-60

446th REPORT OF THE ACADEMIC POLICY COMMITTEE TO SENATE
on APC meeting held on 21st March 2013

I. TO BE APPROVED BY SENATE

(A) NEW TEACHING PROGRAMS REQUIRING SENATE APPROVAL (approvals of new minors and options added to existing programs and major revisions to programs are reported in Section IV.A.1.a. for information)

School of Continuing Studies

Diploma in Integrated Aviation Management (30 cr.) - *Appendix A*

At a meeting on 21st March 2013, APC reviewed a proposal from the School of Continuing Studies for the creation of a 30-credit Diploma in Integrated Aviation Management. It is suitable for this new program to be offered in Montreal, an international centre for aviation, given the presence of the UN International Civil Aviation Organization (ICAO), the International Air Transport Association (IATA), the Canadian Space Agency, McGill's Institute for Air and Space Law, and several aviation industry companies. An International Aviation MBA program once offered by the John Molson School of Business at Concordia University closed and no program currently exists in Quebec for preparing managers for the field of aviation, causing concern about a shortage of qualified aviation managers. The proposed program in Aviation Management will provide a comprehensive view of the aviation industry. Submission to CREPUQ's *Commission d'évaluation des projets de programmes (CEP)* and to the Ministry of Higher Education, Research, Science and Technology (MHERST) for evaluation and approval is not required.

APC therefore recommends that Senate approve the following resolution:

Be it resolved that Senate approve the proposed Diploma in Integrated Aviation Management.

Certificate in TESOL (Teaching English to Speakers of Other Languages) (12 CEUs) - *Appendix B*

At a meeting on 21st March 2013, APC reviewed a proposal from the School of Continuing Studies for the creation of a Certificate in Teaching English to Speakers of Other Languages (TESOL). This new 12-CEU Certificate seeks to formalize the training that the School has been providing to non-native speakers of English from universities, government agencies and ministries of Education in Latin America and Asia. At the conclusion of such training, McGill has been providing an attestation, whereas a professional-development non-credit certificate is now required by some students and is offered by competing institutions. The potential of such a certificate was said to be significant. The content of Certificates in Teaching English as a Second Language is not guided by external criteria and requirements, or accreditation bodies. Quality assurance rests with the world-class reputation of the institution offering such a program. Submission to CREPUQ's *Commission d'évaluation des projets de programmes (CEP)* and to the Ministry of Higher Education, Research, Science and Technology (MHERST) for evaluation and approval is not required.

APC therefore recommends that Senate approve the following resolution:

Be it resolved that Senate approve the proposed Certificate in TESOL.

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

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

(D) CHANGES IN DEGREE DESIGNATION – *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

Desautels Faculty of Management

At a meeting on 21st March, APC reviewed a proposal that McGill enter into student exchange agreements with the following carefully selected institutions which will provide new opportunities to the undergraduate students of the Desautels Faculty of Management:

a) University of Cape Town, Faculty of Commerce, South Africa
b) Stellenbosch University, Economic and Management Sciences, South Africa
c) American University of Cairo, School of Business, Egypt
d) University of Ghana, Business School, Ghana

Currently, the B.Com. Program offers no bilateral exchange opportunities in Africa, a situation which needed to be remedied. Africa's three largest economies also coincide with reputable educational institutions which have established international exchange networks. The four African institutions selected are the top schools in each country.

e) National University of Taiwan, College of Management, Taiwan
f) Xiamen University, School of Management, China

In the Asia Pacific region, the B.Com. Program offers numerous exchange opportunities with a few exceptions, including Taiwan. Taiwan is one of the Four Asian Tigers (alopng with Hong Kong, Singapore and South Korea) and a member of the Asia Pacific Economic Cooperation and the 19th largest economy in the world. National Taiwan University is considered the top university in Taiwan. Currently the B.Com. Program has bilateral exchange links with four top Chinese institutions (Peking University, Fudan University, Tshinghua University and Shanghai Jiao Tong University). The demand for China is strong and growing, hence the search for a fifth bilateral partner. Xiamen University is ranked in the top ten, with Accounting in the top three; its location, outside Beijing and Shanghai is desirable.

g) University of St. Gallen, Switzerland

Despite being one of the smallest universities in Switzerland, the University of St Gallen has Switzerland's largest faculty for business administration. It is one of the leading business schools in the world. It will provide a suitable alternative to HEC Lausanne.

(B) OTHER - *none*

IV. FOR THE INFORMATION OF SENATE

A) APPROVAL OF COURSES AND TEACHING PROGRAMS

1. Programs

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

i. New concentrations/options within existing programs - *none*

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 28th February 2013:*

School of Continuing Studies
- Certificate; Proficiency – French for Professional Communication (30 cr.)
- Certificate; Entrepreneurship (30 cr.)

Faculty of Education
- B.Ed.; Kindergarten and Elementary Pédagogie de l'immersion française (120 cr.)

Faculty of Law
- BCL/LLB (105 cr.)
- MBA and BCL/LLB. Joint (144 cr.)

Corrections to APC's 444th Report to Senate (D12-43, 19th February 2013):
Approved by SCTP on 10th January 2013:
- M.Mus.; Sound Recording; Non-Thesis (60 cr., not 47 cr.)
Approved by SCTP on 24th January 2013:
- MD CM (193-197 cr., not 200-204 cr.)

ii. Program retirements - *none*

2. Courses (*all reported as having been approved by SCTP on 28th February 2013*)

a) New Courses : **23**

School of Continuing Studies: 22
Faculty of Law: 1

b) Course Revisions: **8**

Faculty of Agricultural and Environmental Sciences: 1
School of Continuing Studies: 1
Faculty of Engineering: 5
Faculty of Law: 1

c) Course retirements: 0

(B) OTHER - *none*

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New Program/Major or Minor/Concentration Proposal Form

(07/2004)

1.0 Degree Title
Please specify the two degrees for concurrent degree programs

Diploma

1.1 Major (Legacy= Subject)(30-char. max.)

Integrated Aviation Management

1.2 Concentration (Legacy = Concentration/Option) If applicable to Majors only (30 char. max.)

1.3 Minor (with Concentration, if Applicable) (30 char. max.)

2.0 Administering Faculty/Unit

School of Continuing Studies

Offering Faculty/Department

SCS/Career and Professional Development

3.0 Effective Term of Implementation
(Ex. Sept. 2004 = 200409)
Term

2013009

4.0 Rationale for new proposal

A shortage of qualified managers in the aviation industry is having a negative effect on the growth of this industry. The job market is showing growth in Asia, Africa and the Middle East and technical professionals such as pilots and technicians are being promoted into management roles but do not have management knowledge. A program such as the one proposed is urgently needed to accommodate the continual growth.

5.0 Program Information
Please check appropriate box(es)

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

6.0 Total Credits

30

7.0 Consultation with

Related Units Yes ☒* No ☐

Financial Consult Yes ☐ No ☒

Attach list of consultations.* 1) Chair, Dept. of Mechanical Engineering
* 2) Dir., McGill Inst. for Aerospace Eng.; 3) Prof. Paul Stephen Dempsey - Law

8.0 Program Description (Maximum 150 words)

This 30-credit program focuses on Aviation Management from a business, economic, financial, legal, managerial, marketing, operational, planning and policy perspective at the national and international levels. The program focuses on contemporary issues in the following areas: aviation laws and regulations, airline and airport management, air cargo and navigation service management, safety and security, air transportation finance and economics and change management. The students must have a bachelor's degree in any discipline with a minimum CGPA of 3.0 out of 4.0 or 3.2 out of 4.0 in the last two years of full-time academic studies.

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)

Diploma in Integrated Aviation Management (30 credits)

Required courses: (30 credits)

CIAM 510	Overview of the Aviation Field	(3 credits)
CIAM 520	Air Transportation Finance and Economics	(3 credits)
CIAM 521	Aviation Safety and Security Management	(3 credits)
CIAM 522	Aviation Law and Policy	(3 credits)
CIAM 523	Air Navigation Services Management	(3 credits)
CIAM 524	Airline Management	(3 credits)
CIAM 525	Airport Management	(3 credits)
CIAM 526	Air Cargo Management	(3 credits)
CIAM 540	Integrated Aviation Management Project	(3 credits)
CPL2 532	Leading Change	(3 credits)

Attach extra page(s) as needed

PROJ. 13.42

10.0 Approvals

Routing Sequence	Name	Signature	Date
Department	SICILIA. Carmen		
Curric/Acad Committee	ARCHIBALD. James		Jan 28/13
Faculty 1	POTTER. Judith		FEB. 4, 2013
Faculty 2	YALOVSKY. Mortv		Jan 16th, 2013
Faculty 3			
SCTP			Feb. 28, 2013
GS			
APPC	Helen Mc RICHARD		21st March 2013
Senate			

SCTP APPROVED

Submitted by

Name	Carmen Sicilia (Director CPD)
Phone	514-398-5894
Email	carmen.sicilia@mcgill.ca
Submission Date	

To be completed by ARR:

CIP Code

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New Program/Major or Minor/Concentration Proposal Form

(07/2004)

1.0 Degree Title
Please specify the two degrees for concurrent degree programs

Certificate

1.1 Major (Legacy= Subject)(30-char. max.)

TESOL

1.2 Concentration (Legacy = Concentration/Option) If applicable to Majors only (30 char. max.)

1.3 Minor (with Concentration, if Applicable) (30 char. max.)

2.0 Administering Faculty/Unit

School of Continuing Studies

Offering Faculty/Department

School of Cont. Studies/Lang. & Intercultural Communication

3.0 Effective Term of Implementation
(Ex. Sept. 2004 = 200409)
Term

201309

4.0 Rationale for new proposal

As part of the department's customized professional development activities over the years, we have designed, developed and delivered successful teacher training to teachers of English as a Second Language (ESL) who are, themselves, non-native speakers of English. We have had long-standing partnerships with the Instituto Tecnologico de Estudios Superiores de Monterrey (TEC), several Offices of Education in South Korea, and a university in China to provide short-term professional development for their teachers. In the last few years, we have received an ever-increasing demand for this type of training from universities, government agencies, and Ministries of Education in Latin America and Asia. However, a major requirement of these partners is that the professional development courses lead to a (non-credit) certificate. In order to build on the expertise we have developed in this area and expand our initiatives, it is essential that our training be formalized in the proposed non-credit *Certificate in TESOL* mini-program.

5.0 Program Information
Please check appropriate box(es)

5.1 Program Type

- Bachelor's Program
- Master's
- M.Sc. (Applied) Program
- Dual Degree/Concurrent Program
- ☑ Certificate
- Diploma
- Graduate Certificate
- Graduate Diploma
- Ph.D. Program
- Doctorate Program (Other than Ph.D.)
- Private Program
- Off-Campus Program
- Distance Education Program (By Correspondence)
- Other (Please specify)

5.2 Category

- Faculty Program (FP)
- Major
- Joint Major
- Major Concentration (CON)
- Minor
- Minor Concentration (CON)
- Honours (HON)
- Joint Honours Component (HC)
- Internship/Co-op
- Thesis (T)
- Non-Thesis (N)
- Other
- Please specify

5.3 Level

- Undergraduate
- Dentistry/Law/Medicine
- ☑ Continuing Ed (Non-Credit)
- Collegial
- Masters & Grad Dips & Certs
- Doctorate
- Post-Graduate Medicine/Dentistry
- Graduate Qualifying
- Postdoctoral Fellows

6.0 Total Credits

12 CEUs

7.0 Consultation with

Related Units	Yes ☑	No
Financial Consult	Yes	No

Attach list of consultations. Education

8.0 Program Description (Maximum 150 words)

The non-credit ***Certificate in Teaching English to Speakers of Other Languages (TESOL)*** is a mini-program that comprises four (4) 30-hour courses (12 CEUs) that may be taken separately or concurrently. It is aimed at the professional development of adult educators as well as primary and secondary school ESL teachers who are non-native speakers of English. As part of their professional development, teachers will refine their English language skills, explore Canadian teaching methods, approaches, and practices, have professional and social exchanges with their Canadian counterparts, experience Canadian culture, and participate in professional development workshops and practice teaching sessions in English.

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

Certificate in TESOL (12 CEUs)

Required Courses: (12 CEUs)

CEGL 402 Effective Communication for Teachers (3 CEUs)
CEGL 403 Teaching & Learning Methodologies (3 CEUs)
CEGL 404 Practicum & Specialized Workshops for Teachers (3 CEUs)
CEGL 405 Intercultural Communication Challenges in TESL (3 CEUs)

Attach extra page(s) as needed

PROJ. 13.58

10.0 Approvals

Routing Sequence	Name	Signature	Date
Department	Herve de Fontenay, LIC Director		Feb. 11. 2013
Curric/Acad Committee	James Archibald. Associate Dean		Feb 20/13
Faculty 1	Judith Potter, Dean of Continuing Studies		FEB. 20, 2013
Faculty 2	Effie Dracopoulos, LIC Program Coordinator		Feb. 11. 2013
Faculty 3	Beverly [illegible] Education	Beverly A Baker	Feb. 11, 2013
SCTP	SCTP APPROVED		Feb. 28, 2013
GS			
APPC	Helen M.C. RICHARD	Helen M.C. Richard	21st March 2013
Senate			

Submitted by

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Submission Date	

To be completed by ARR:

CIP Code