

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs (SCTP) held **Thursday, March 1, 2001** at 3:00 p.m. in Room 609 of the James Administration Building.

PRESENT: Shivanand Balram, Radan Capek, Martha Crago (Chair), Sam Drury, Jane Everett, Clara Péron, Cindy Smith (Secretary)

REGRETS

Women's Studies

B.A.; Honours in Women's Studies (60 cr.); **B.A.; Joint Honours in Women's Studies** (36 cr.)

163-495D Honours/Joint Hon. Colloquium (3 cr.); 163-496D Honours Thesis (3 cr.)

In response to Professor Grace Fong's request for clarification about consultations, SCTP requested a list of which departments this program can be joint with. Departments must be in agreement to offer their part of a joint honours program in Women's Studies. List to be sent to SCTP Secretary, Cindy Smith, fax: 8983; e-mail: cindy.smith@mcgill.ca.

New courses 163-495D and 163-496D approved, as D term specific for Honours Thesis courses

Secretary's note: Revisions/additional information requested by SCTP received for the following previously-submitted proposals, reviewed by Chair, and approved on behalf of SCTP.

Faculty of Arts

- program revisions to **M.A. in Jewish Studies; Area I – History of Jewish Interpretation of the Bible** (45 cr.) [00-SCTP-12-21 REVISED; February 15, 2001] – to APPC and FGSR for information only

- program revisions to **M.A. in Jewish Studies; Area II – East European Jewish Studies** (45 cr.) [00-SCTP-12-21 REVISED; February 15, 2001] - to APPC and FGSR for information only

Faculty of Management

- new course 274-449B Implementing Derivatives Models (3 cr.) [00-SCTP-11-13 REVISED; February 15, 2001]

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title shortened to Implementing Derivative Models

- new course 276-440A,B Strategies for Sustainable Development (3 cr.) [98-NRCP-02-40 REVISED; February 19, 1998] – title shortened to Strategies for Sustainability

10.04 **FACULTY OF EDUCATION** – 00(1)-SCTP-02-29

Professor Brian Alters explained that the Ministère de l'Éducation du Québec has indicated that a high demand of science teachers currently existed, and these proposals were the result of Vice-Principal (Academic) Luc Vinet's request that McGill respond to the demand.

B.Sc./B.Ed. Concurrent Program

SCTP's requested changes:

- complete program proposal form to be submitted to SCTP containing the Faculty of Science approval signatures, indicating proper program title, and credit weight
- include program revisions (items 1, 2, and 3 from the "Summaries of the five proposals") in the side-by-side comparison of the current and proposed programs
- submit program proposal to the Admissions, Registrar's and Recruitment Office (ARR) [see form in the program guidelines on the Web at www.mcgill.ca/nrcp] for admissions and registrarial write-offs
- submit revised proposal and ARR write-offs to SCTP under document number 00(1)-SCTP-02-29 REVISED with all signatures on form for expedited approval by SCTP Chair

Department of Educational Studies

B.Ed.; Faculty Program in General Secondary; One-Subject (60 cr.)

New option of existing program – temporary program to address the shortage of secondary math and science teachers.

New program approved, to APPC for discussion

455-338A,B Secondary Sch. Mathematics II (3 cr.)

SCTP's suggested change:

- title should read ""

New course approved with this change

SCTP requested:

- letter from the Dean of the Faculty indicating that the Faculty will cover the required teaching, physical, or financial resources not currently available (to be faxed to the SCTP Secretary, Cindy Smith, 8983) *Secretary's note:* letter received from Associate Dean Mary Maguire, which indicated Faculty's commitment to provide resources
- course revision proposal for 425-353 - change title to "Secondary School Mathematics 1"

10.05 **FACULTY OF ARTS** – 00(1)-SCTP-03-37

Department of Geography

B.A.; Major Concentration in Geography (36 cr.)

Program revisions:

- Required Courses 183-203, 183-216, 183-217, and 183-272 moved to Complementary Courses
- Required Courses credits decreased from 15 to 3
- course 183-210 added to Complementary Courses
- Complementary Courses credits increased from 21 to 33

Revised program approved, to APPC for information only

Department of German Studies

B.A.; Honours in German Studies (60 cr.)

Program revisions:

SCTP requested changes:

- selection of Complementary Courses paragraph by substituting “400- or 500-level

- submit title change for course 144-490D (renamed as “Honours Thesis”) with credit weight change from 3 to 6 credits
- provide explanation as to what is meant by “intermedi

changed

M.Sc. in Natural Resource Sciences; Neotropical Environment (45 cr. minimum) – degree title does not exist, must be changed

Department of Plant Science

Ph.D. in Plant Science; Neotropical Environment (0 cr.)

M.Sc. in Plant Science; Neotropical Environment (45 cr. minimum)

Faculty of Arts

Department of Political Science

Ph.D. in Political Science; Neotropical Environment (0 cr.)

M.A. in Political Science; Neotropical Environment (48 cr.)

M.A. in Political Science; Non-Thesis; Neotropical Environment (Research Project) (48 cr.)

160-644B Tropical Environmental Politics (3 cr.) – shorten title to 30 characters or less and shorten description to 50 words or less

Department of Sociology

Ph.D. in Sociology; Neotropical Environment (0 cr.)

M.A. in Sociology; Neotropical Environment (48 cr.)

M.A. in Sociology; Non-Thesis; Neotropical Environment (48 cr.)

McGill School of Environment

170-610C Foundations of Environ. Policy (3 cr.)

170-611A,B The Economy of Nature (3 cr.)

170-612A,B,C,L Tropical Environmental Issues (3 cr.) – shorten description to 50 words or less

Professor Pasztor of the Department of Biology joined the meeting to respond to questions from the committee. She explained that admission to these graduate programs remained at the departmental level. Program stipulates that masters thesis may be done in Spanish, even though knowledge of Spanish is not an admission requirement. English-speaking students are required to take a course in Spanish that is not currently listed in the Required Courses for this program. Students would spend two semesters at McGill and most of the research would be completed in Panama.

SCTP tabled the proposals until write-offs from GSO and UPO are available. However, the following problem areas were identified.

- status of Spanish language courses (required or not)
- status of Smithsonian Tropical Research Institute (STRI) adjunct professors
- stipulation of travel costs
- length of time described for degree programs

The SCTP Chair requested that committee members e-mail her any questions on the proposals (martha.crago@mcgill.ca).

McGill School of Environment

Bay of Fundy Field Semester (15 cr.)

Professor Gail Chmura of the Department of Geography joined the meeting to respond to the committee's questions. She explained that undergraduate students would take these courses in the fall semester of the last year of their program. The four Required Courses focus on appropriate environment and wildlife (history, culture, and ecology) particular to Atlantic Canada, with some lectures taking place in the field. Students targeted for this Field

Semester would be from the McGill School of Environment (MSE) and the Faculties of Science, Agricultural and Environmental Sciences, and Arts. The McGill Institute for the Study of Canada has committed financial support for the first year, subject to review in the second year, to this Field Semester. Professor Crago indicated that a

financial write-off was received from Mr. Réal Del Degan, University Planning Office, concerning the budget for this Field Semester, which indicated: “self-funded” terminology throughout the program should be replaced by stage fee, as this is not a self-funded program; units offering the program must set one reasonably estimated fee and not a range of fees as suggested; and liability insurance should be considered and students should be requested to sign a waiver or be informed in writing of the specific liabilities.

SCTP requested changes:

- submit document on how Field Semester fits into minor and major programs (presented to McGill Institute for the Study of Canada)
- complete program proposal form for proposal, with layout of Required Courses (15 cr.) and signatures from all faculties involved
- include a layout of how students will take courses
- submit proposal to Admissions, Registrar’s and Recruitment Office [ARR] for write-off
- revised proposal should incorporate Mr. Del Degan’s suggestions and be submitted to SCTP under document number 00(1)-SCTP-03-39 REVISED (eight copies plus original)

Review of the following new course proposals was deferred until a revised proposal is submitted to SCTP:
MSE

170-465A Environment and Social Change (3 cr.)

170-466A Research in Atlantic Canada (6 cr.)

Canadian Studies

106-407 Understanding Atlantic Canada (3 cr.)

10.07 **FACULTY OF AGRICULTURAL AND ENVIRONMENTAL SCIENCES – 00(1)-SCTP-03-40**

Department of Agricultural Economics

Certificate in Entrepreneurship (30 cr.)

SCTP requested changes:

- delete “9 courses” in Required Courses [27 credits]
- revise item b) to read “Complementary”
- stipulate that international students can not take this certificate, as they are required to be registered in minimum of 12 cr. per semester for visa purposes

New program approved, to APPC for discussion

Department of Food Science and Agricultural Chemistry

attend and the Secretary will be away that day.

The meeting ended at 5:20 pm.