

Minutes of the meeting of the APPC Subcommittee on Courses and Teaching Programs held **Thursday, March 4, 1999** at 3:00 p.m. in the James Annex Conference Room.

**PRESENT:** Radan Capek, Martha Crago (Chair), Steve Rytina, Cindy Smith (Secretary), Kenneth Woodman

**REGRETS**

**SCTP - March 4, 1999**

M.Eng.(Project Option). Professor Munz addressed the issue, which involves Paprican (a research institute) and the Ecole nationale supérieure de pétrole et des moteurs (the university collaborating with McGill in this

**SCTP - March 4, 1999**

302-641A Chemical Reaction Engineering (4 cr.)

The revision included: credit weight increase from 3. This revision was approved, and this proposal will now be forwarded to FGSR for information.

302-652T Drying: Principles & Practice (2 cr.)

The revisions included: term change from C; credit weight decrease from 3; and course description change. These revisions were approved, and this proposal will now be forwarded to FGSR for information.

302-662A Computational Methods (4 cr.)

The revisions included: credit weight increase from 3; course description change. These revisions were approved, and this proposal will now be forwarded to FGSR for information.

302-672A Process Dynamics and Control (4 cr.)

The revisions included: number change from 302-572A;

12.05 **SCHOOL OF NURSING** - 99-SCTP-03-55

**B.N.** (80 cr.)

The Chair commented that she was hesitant to review the proposed revisions to the admission criteria before knowing the point of view of the University Admissions Committee, as SCTP does not normally review admission criteria. The committee agreed to review and forward suggestions to the School of Nursing.

The committee commented that there was a discrepancy between the CEGEP admission overall average (75%) and other college or diploma nursing programs (80%), which isn't explained in the rationale. It should be explained why the different overall averages are used, or the CEGEP and other college overall scores should be made coherent with each other.

Professor Crago stated that she was not aware of the criteria for the Re-entry (Mature) Students Section. Professor Capek commented that according to the Bill of Rights, age is not permitted to be mentioned. The School of Nursing should query if the indication of age is an infringement of the Bill of Rights. Professor Crago suggested that a definition of number of years post-graduation is an alternative. She commented that the Post-MBA caps the amount of mature students at not more than 25% in a program, and suggested that the School of Nursing consider this. Professor Rytina pointed out that two very different standards are indicated for DEC and mature students. Professor Crago agreed, and commented that Category C (mature students) was an academically-different type of student than Categories A and B (CEGEP and other college students); a strong justification is needed for the admission criteria.

The committee agreed with Category D (transfer student/second degree student) admission criteria.

These comments will be forwarded to the University Admissions Committee for integration into their approval process.

12.06 **FACULTY OF ARTS** - 99-SCTP-03-58

Department of Art History

**Major Concentration in Art History** (36 cr.)

The revision to this program included: change to amount of complementary courses at the 300 and 400 levels, specifically minimum of credits in specific fields. The committee agreed that the revisions to this program were poorly presented. Under "Program Changes" a brief description of the program revisions should be listed and a side-by-side comparison of existing program and proposed program should be attached. The list of complementary courses at the 200 level should be indicated, as should the list of complementary courses at the 300 and 400 level. This proposal is being returned to the Faculty, requesting a new submission. The Chair suggested that if the Faculty requires further clarification as to what is required, they should contact her directly.

Department of Italian Studies

**M.A. in Italian** (48 cr.)

The program revisions included: reducing course 132-680 to 3 credits; require a 3-credit course in Literary Criticism; require a 3-credit course in Literary Theory; reducing the thesis credit weight from 24 to 21 credits.

Professor Crago commented that two separate program proposal/change forms are needed for the program revisions: one for the thesis option, one for the non-thesis option. She pointed out that it is indicated on the form received that "Consulted the Dept. of English", but this document is not attached to the submission. The committee requests input from the Department of English on these submissions. The committee agreed that a side-by-side comparison of existing and proposed programs is required, which will clearly indicate the proposed revisions to the programs. The Chair suggested that the Secretary forward to the Department of Italian Studies such a comparison, which was recently submitted by the Faculty of Education, as an excellent example of how the proposal should be depicted. The committee queried the level of course which will be required in Literary Theory. The Chair indicated the government rule for a thesis in a graduate degree is 24 credits, therefore it cannot be reduced to 21 credits. She also indicated that



**SCTP - March 4, 1999**

introduction to ... knowledge of French.” This new course was approved with these changes.

## SCTP - March 4, 1999

127-208A/B Intensive Elementary French (6 cr.)

Again, the committee indicated that restrictions and prerequisites are not to be repeated in the course description. Also, the last sentence should be removed. Therefore, the course description should read as follows: "Review and further ... comprehension." This new course was approved with these changes.

Department of Italian Studies

132-361C Italian Prose After 1945 (3 cr.)

This new course was approved.

132-412C Pirandello & Contemp. Theatre (3 cr.)

This new course was approved.

Department of Anthropology

151-407A/B Anthropology of the Body (3 cr.)

This new course was approved.

151-413A/B Gender in Archaeology (3 cr.)

This new course was approved.

### 12.07 FACULTY OF SCIENCE - 99-SCTP-03-57

Department of Geography

**B.Sc. Major in Geography** (58 cr.)

The revision to this program is the addition of a 3-credit course to the list of Required Courses, therefore increasing the credit weight of the program from 55 credits. The Chair noted that this revised program is 3 credits above the norm already, and is an excessive number of credits for a Major. The committee agreed to return this proposal to the Faculty because it is not a valid increase, and requests that a 3-credit course be deleted. It was suggested by Professor Rytina that the Department allow students to select their own interdisciplinary courses outside of the Major requirements.

**B.Sc. Honours in Geography** (67 cr.)

The revision to this program is the addition of a 3-credit course to the list of Required Courses, therefore increasing the credit weight of the program from 64 credits. The committee recommended deleting a course in consequence to the addition of the 3-credit required course, attempting to remain closer to 60 credits. Therefore, this proposal will be returned to the Faculty for revision.

### 12.08 FACULTY OF ENGINEERING - 99-SCTP-03-60

School of Architecture

**M.Arch.(Professional)** (45 cr.)

The committee was not clear as to what was happening to the B.Arch., if the new program meant the deletion of this program. Clarification is needed. Professor Woodman queried as to what is being added to the 400-level courses to warrant them being designated 600 level. The Chair commented that the committee would like to review the document concerning the 37 Student Performance Criteria as published by the Canadian Architectural Certification Board. The Chair stated that she would contact Professor Covo, Director of the School of Architecture, and request a meeting with him to help clarify this proposal, and when he is ready to resubmit the proposal he attend the SCTP meeting. She also stated that the minor changes will be withdrawn as they require clarification.

Professor Crago received a request for advice from Professor Arun Misra of the Faculty of Engineering re M.Arch.(Professional) being a prerequisite for the M.Arch.(Post-professional). The committee agreed that this is not possible. The Chair will look into this further.

**SCTP - March 4, 1999**

**12.09 COURSE NOMENCLATURE (dated December 21, 1994) - 99-SCTP-03-56**

The committee reviewed the definitions for Required, Co



Department of Civil Engineering and Applied Engineering  
303-511B Structural Dynamics (3 cr.) - retirement.

Faculty of Science

**B.Sc. Faculty Degree in Biochemistry** (55 cr.) - replace 177-204A with 528-211A in list of U1 Complementary Courses; add 528-211A to U3 Complementary Courses list; replace 177-204A with 177-304A in U3 Complementary Courses list.

**B.Sc. Honours in Biochemistry** (79 cr.) - replace 177-204A with 528-211A in U1 Complementary Courses list; add 177-304A to U3 complementary Courses list.

**B.Sc. Major in Biochemistry** (70 cr.) - replace 177-204A with 528-211A in U1 Complementary Courses list; add 177-304A to U3 Complementary Courses list.

**B.Sc. Honours in Anatomy and Cell Biology** (80 cr.) - Biologically-oriented courses (300-level or higher) that can be used as electives (complementary courses) are listed individually; elimination of Psychology courses; addition of 382-307B Human Nutrition.

**B.Sc. Major in Anatomy and Cell Biology** (68 cr.) - Biologically-oriented courses (300-level or higher) that can be used as electives (complementary courses) are listed individually; elimination of Psychology courses; addition of 382-307B Human Nutrition.

**B.Sc. Faculty Program in Anatomy and Cell Biology** (57 cr.) - Biologically-oriented courses (300-level or higher) that can be used as electives (complementary courses) are listed individually; elimination of Psychology courses; addition of 382-307B Human Nutrition.

**B.Sc. Faculty Degree in Microbiology and Immunology** (57 cr.) - addition of five courses to U2 Complementary Courses list; addition of three courses to the "6 credits chosen from Complementary Courses listed for U2, with the addition of" list.

**B.Sc. Major in Microbiology and Immunology** (67 cr.) - addition of six courses to U3 Complementary Courses list.

**B.Sc. Honours in Microbiology and Immunology** (73 required cr.) - rewording of paragraph concerning students intending to apply to Honours and graduation in Honours; addition of seven courses to U3 Complementary Courses list.

183-203A Environmental Systems (3 cr.) - course description change;  
183-351B Quantitative Methods (3 cr.) - course description change;  
204-533A Psychology and World Health (3 cr.) - change to prerequisite;  
549-563B General Pharmacology II (3 cr.) - change to prerequisite and course description.

**FOR INFORMATION ONLY:**

The Faculty of Science approved, February 9, 1999, revisions to:

**B.A. Minor Concentration in Geography (Urban Systems)**

**B.Sc. Minor in Music Technology.**

Query from Faculty of Music

The Chair discussed a query received from the Faculty of Music concerning their students obtaining credit for teaching courses, as many of the students take a long time completing their programs. The committee agreed that this is not permitted. The Secretary will communicate this to Professor Minorgan in the Faculty.

**SCTP - March 4, 1999**

There being no further business, the meeting adjourned at 5:00 pm.