

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs (SCTP) held **Thursday, November 30, 2000** at 3:00 p.m. in Room 609 of the James Administration Building.

PRESENT: Denis Berthiaume, Radan Capek, Martha Crago (Chair), Sam Drury, Jane Everett, William Hendershot, Clara Péron, Joan Russell, Cindy Smith (Secretary)

GUESTS: Professor Suzanne Morton, Chair – Department of History
Ms. Sylvia Franke, Banner SIS Project Manager

05.01 The Agenda was approved as circulated.

05.02 The Minutes of the meeting of November 2, 2000 were approved as circulated.

05.03 **BUSINESS ARISING**

(a) Report from the Faculty of Arts[00-SCTP-11-14]

Department of History

101-407A,B Topics: Roman History (3 cr.)

101-433A,B Topics: Eastern Europe (3 cr.)

101-550A Seminar: Roman History (3 cr.)

101-551B Research: Roman History (3 cr.)

Professor Crago invited Professor Suzanne Morton to join the discussion on the new History course proposals recently submitted to SCTP. Professor Morton explained that four types of courses existed

The Chair invited Ms. Sylvia Franke to join the meeting to discuss possible solutions for existing course titles which were longer than 30 characters. Ms. Franke explained that the existing Legacy System used for courses allowed titles to contain 33 characters, whereas the new Banner System would only allow 30 characters. It was acknowledged that SCTP is enforcing the 30-character policy for new course titles, but a solution was required for the existing courses which were no longer offered (for transcript purposes). One possible solution was the creation of a list of common word abbreviations, which was drafted by the Banner

Department of Jewish Studies

135-225A Israel: Literature and Society (3 cr.)

The Chair explained that this new course proposal was in response to the Department hiring a new staff member. The committee queried what old courses would be retired, as many bulleted courses were listed in the Calendar. This issue would need to be addressed by the Department before the committee approved this course. Also, the Rationale needed to be coherent to the course title and description. The first sentence in the Rationale should read: “This ... contemporary Israeli society through literature. The addition of ...” The Department should submit a revised course proposal to SCTP with document number 00-SCTP-11-16 quoted and the correct new course proposal form should be used (see the Web at: www.mcgill.ca/nrcp).

135-502B Contemporary Hebrew Literature (3 cr.)

The Chair explained that this new course proposal was in response to the Department hiring a new staff member. The committee queried what old courses would be retired, as many bulleted courses were listed in the Calendar. This issue would need to be addressed by the Department before the committee approved this course. Also, the Rationale needed to be coherent to the course title and description. It was queried if a book list existed which should be forwarded to the Library. The Department should submit a revised course proposal to SCTP with document number 00-SCTP-11-16 quoted and the correct new course proposal form should be used (see the Web at: www.mcgill.ca/nrcp).

Women’s Studies

163-501A,B Advanced Topics 1 (3 cr.)

The committee noted that “or equivalent” in the prerequisite should be removed. The Roman numeral “I” in the title should be changed to an Arabic numeral “1” in the title. This new course was approved with these changes.

163-502A,B Advanced Topics 2 (3 cr.)

The committee noted that “or equivalent” in the prerequisite should be removed. The Roman numeral “II” in the title should be changed to an Arabic numeral “2” in the title. This new course was approved with these changes

School of Social Work

407-542B Integrated Studies in HIV (3 cr.)

The committee suggested the description be revised as follows: “An examination of HIV prevention, care and treatment with an interdisciplinary focus from health professions.” The committee requested consultations, concerning the offering of this course by the School of Social Work, from the Dean of the Faculty of Medicine, the Chair of the Department of Psychology, and the Director of the School of Nursing. These consultations should be faxed (4768) or e-mailed (cindy.smith@mcgill.ca) to the committee Secretary (Cindy Smith). The SCTP Chair will approve on behalf of the committee if all is in order.

Humanistic Studies

xxx-200A,B The Western Humanist Tradition (3 cr.)

The committee suggested that the description be revised to read as follows: “Study of the Western humanist tradition from Classical ...” The committee noted that Appendix C was not attached to the proposal. The committee requested clarification for Appendix B and asked that a copy of Appendix C be forwarded to the committee Secretary (Cindy Smith, fax: 4768 or e-mail: cindy.smith@mcgill.ca). The committee will review the requested information.

The Chair noted that this new program was not a B.Sc. program. Professor Russell explained that students would defer obtaining a B.Sc. degree after completing this program, then complete a B.Ed. and obtain a B.Sc./B.Ed. Concurrent degree. She indicated that there was pressure from the Ministry of Research and Development for science teachers in education. The committee requested that the program description clearly indicate that this program would be necessary for students interested in taking the B.Sc./B.Ed. Concurrent program. This new program was approved with this change and will be forwarded to APPC for discussion when the revised program proposal has been received.

Department of Biology
M.Sc. in Biology (45 cr.)

The program revision consisted of changing the courses to be taken from the 300 level to the 500 level and changing “6 course credits number –500 or higher ...”, as the 300-level courses were not appropriate for graduate programs. These program revisions were approved.

Ph.D. in Biology (0 cr.)

The program revision consisted of changing the courses to be taken from the 300 level to the 500 level and changing “6 course credits number –500 or higher ...”, as the 300-level courses were not appropriate for graduate programs. These program revisions were approved.

Department of Psychology
204-528A,L Vulnerability to Depression (3 cr.)
This new course was approved.

05.06 **CENTRE FOR CONTINUING EDUCATION** – 00-SCTP-11-20

Department of Career and Management Studies
Certificate in Management (30 cr.) – revisions;
407-676 Integration Seminar in Addictions (3 cr.) – revision.

School of Social Work
Graduate Certificate in the Interdisciplinary Field of Aging – revisions;

agreed that it did not have the right to review these proposals, decided that they be returned to Claudine Lefort, and suggested that she address this issue with the Dean of the Centre for Continuing Education. It was noted that some of these new courses proposed were currently being offered by the Centre, and SCTP pointed out that the Centre for Continuing Education required the proper approvals by the end of the current semester.

05.07 OTHER BUSINESS

Minor Changes

The secretary reported the following minor changes for the Faculty of Science, which were approved. The Faculty of Science should note the following: the B.Sc.; Faculty Program in Mathematics and Computer Science and the B.Sc.; Faculty Program in Mathematics, Statistics and Computer Science: these two programs required additional revisions as they contained replacement courses for Required Courses 189-223, 308-202, and 308-203 - the committee stated that if students could replace some Required Courses, this should be done through consultation with an adviser instead of listing potential replacement courses. The SCTP Secretary will delete the list of replacements courses from the program lay out after confirmation from the Chair of the Department. It should also be noted that for course 177-465A the last sentence “Guest speakers discuss specific applied issues” was deleted from the revised description, as this was information for a course outline.

These minor changes will be reported to APPC (and FGSR, if graduate level) for information only.

Faculty of Science

Department of Pharmacology and Therapeutics

B.Sc.; Minor in Pharmacology (24 cr.) – courses 549-301B and 549-599A,B,D,T were deleted from the list of Required Courses; the Required Courses credit weight was reduced from 18 to 9 credits; two lists of Complementary Courses were indicated – list A was the original list of Complementary Courses (6 credits) and list B (9 credits) consisted of courses 549-301B, 549-303B, 549-599A,B,D,T, 549-503A, and 549-504B. **The Department should note the following errors in the list of Complementary Courses B list – 549-303B title should read “Principles of Toxicology”, 549-599 should list the terms A,B,D,T, 549-503A title should read “Drug Design and Development 1”, and 549-504B title should read “Drug Design and Development 2”.**

Department of Physiology

B.Sc.; Joint Major in Physiology and Mathematics (71 cr.) – course 189-223A,B was added to the list of U1 Required Courses; course 189-247A,B was deleted from the list of U1 Required Courses; courses 552-314A and 189-326A were added to the list of U2 Required Courses; course 189-324B was deleted from the list of U2 Required Courses; the U2 Required Courses credit weight was increased from 21 to 24 credits; the list of U2 Complementary Courses (3 credits) was deleted; courses 552-461D, 399-519A, and 189-324B were added to the list of U3 Required C

177-544A Genetic Basis of Life Span (3 cr.) – number change from 177-444A, restriction addition, and description change;

177-551A Molecular Biology: Cell Cycle (3 cr.) – number change from 177-451A and restriction addition;