

Minutes of a meeting of the APPC Subcommittee on Courses and Teaching Programs held **Thursday, December 9, 1999** at 2:30 p.m. in the ISR Conference Room (Room 635, James Administration Building).

**PRESENT:** Denis Berthiaume, Radan Capek, Martha Crago (Chair), Sam Drury, Cindy Smith (Secretary), Nina Spada

**REGRETS:** Chandra Madramootoo, Enrica Quaroni

**GUEST:** Professor Wade Richardson, Faculty of Arts

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07.01 The Agenda was approved with the following additions:

- under Business Arising: Report from the Faculty of Arts [99-SCTP-11-16];
- under Regular Business: Report from the Faculty of Science [99-SCTP-11-18].

07.02 The Minutes of the meeting of November 25, 1999 were approved with the following addition:

- Faculty of Science, School of Computer Science/Centre for Continuing Education, Graduate Diploma in Information Technology, page 6 - the committee added the following to the list of additional information requested from the School: "written justification as to why all the courses were at the 500 level."

07.03 **BUSINESS ARISING**

(a) Report from the Faculty of Engineering [99-SCTP-11-15]

**B.Eng.; Electrical Engineering** (110 cr.) and **B.Eng.; Honours in Electrical Engineering** (110 cr.)

The Chair explained the e-mail received from Professor Arun Misra of the Faculty of Engineering concerning the alternative Required Courses. The e-mail explained that Engineering's alternative Required Courses were not the same case as those in the Political Science example in the Calendar, which SCTP recommended (November 11, 1999) that Engineering review. Professor Misra stated that the Political Science alternative courses, which were listed under Complementary Courses, dealt with different topics, whereas Engineering's alternative Required Courses were almost identical subject matter. The committee approved of listing alternative courses under Required Courses when the subject matter of the courses were almost identical. It is expected that Engineering will still correct the incomplete course names as per Professor Crago's telephone conversation with Professor Misra. These revised programs were approved.

304-413B Communications Systems II (3 cr.)

The "6 hrs/wk of Other" was clarified. The Chair approved this new course on behalf of the committee.

304-414B Intro. to Telecom. Networks (3 cr.)

The "6 hrs/wk of Other" was clarified. The Chair approved this new course on behalf of the committee.

(b) Report from the Faculty of Arts [99-SCTP-11-16]

English and French Language Centre

128-590A,B Writing for Graduate Students (3 cr.)

The committee reviewed the e-mail response from Professor Robert Myles of the English and French Language Centre concerning the purpose of indicating specific assignments in the course description. The committee approved the proposed new course description, which read as follows: "Audience, purpose, organization and style of graduate-level academic writing. Mechanics. Editing. Textual analysis. Critical thinking. Genres: problem-solution, general-specific, process description, data commentary, article summary/critique. Student work-in-progress. ESL diagnosis-correction. Multiple drafts. Extensive feedback including audio-taped commentary and individual conferences."

07.04 **FACULTY OF ARTS - 99-SCTP-11-19**

Department of History

The program revisions received were for the following programs:

- B.A.; Minor Concentration in Classics; Latin and Ancient Greek (Expandable) (18 cr.)**
- B.A.; Major Concentration in Classics; Latin and Ancient Greek (36 cr.)**
- B.A.; Honours in Classics (60 cr.)**
- B.A.; Minor Concentration in Classics; Ancient Greek and Civilization (Expandable) (18 cr.)**
- B.A.; Major Concentration in Classics; Ancient Greek and Civilization (36 cr.)**
- B.A.; Joint Honours in Classics (and another subject); Ancient Greek and Civilization (36 cr.)**
- B.A.; Minor Concentration in Classics; Latin and Civilization (Expandable) (18 cr.)**
- B.A.; Major Concentration in Classics; Latin and Civilization (36 cr.)**
- B.A.; Joint Honours in Classics (and another subject); Latin and Civilization (36 cr.)**

Professor Wade Richardson of the Classics Program joined the meeting to respond to questions the committee may have concerning the revisions to the Classics Programs submitted. Professor Richardson explained that the program revisions submitted were actually a relisting of the current programs printed in the Calendar, and that no changes to the programs were proposed. This restating of the program listed more specifically the Greek, Latin, and Civilization Complementary Courses. Professor Drury queried if it was possible for students to complete a minor degree in Classics without having Latin and Greek languages. Professor Richardson indicated that the Minor program was only 36 credits, 6 of which were of language, and there was no required need for another language. This was better than some North American universities where neither language is offered in the Study of Classics. Professor Richardson indicated that the Classics Program had very limited resources; currently there were 2.5 full-time professors and part-time staff taught introductory Latin and Greek courses. The Chair queried as to the number of students currently in the programs. Professor Richardson replied that there were approximately 50 students: six to eight in the joint-honours programs, 10 in the major programs, and the remaining in the minor programs. He stated that the enrollment figures have been stable from past years. The Chair queried as to how many courses were offered and how many courses were bulleted. Professor Richardson indicated that there were 18 courses offered in any one year and approximately two thirds of the total number of courses were bulleted annually, creating a rotation of courses every three years. He indicated that soft funds for the Classics Programs were allotted from a named chair and an endowment from a professor. The Chair voiced concern over the fact that with such limited resources and students, the Classics Program was capable of offering nine programs (i.e. a minor, major, and honours program offered in each of the following streams: Latin and Ancient Greek, Ancient Greek and Civilization, and Latin and Civilization). Professor Richardson responded that he was confident that the Classics Program was capable of successfully offering this amount of programs and that they used part-time teachers and other units offered assistance; he commented that many students would be lost if the current structure was dropped and only offered one minor, one major, and one honours program. The Chair queried as to the breakdown of students in the three different major programs. Professor Richardson responded that he did not have the answer for this, and he stated that a large amount of data was lost when the Classics Program merged with the Department of History. The Chair indicated that this information was available in the electronic fact book.

Professor Richardson explained that the graduate programs have been suspended, and that restructuring was postponed until the arrival of a new academic staff member. Professor Crago noted that Complementary Courses listed for the programs contained courses with different numbers but which had identical titles. These were: Senior Latin (114-413, 114-414, 114-415, and 114-416), and Senior Ancient Greek (114-423, 114-424, 114-425, and 114-426). Professor Richardson explained that these titles are incorrectly listed on the CATS system, therefore he did not currently have the correct titles. Professor Crago stated that these titles would have to be changed by submitting course proposal/change forms, as two courses with different numbers were not permitted to contain identical titles. The committee thanked Professor Richardson for his participation. The committee stated that these changes should be done in a timely manner.

of the undergraduate Classics Programs was required, which should include the program resources and enrollment figures for the last five years. It was suggested that perhaps the Classics Program become a multidisciplinary program to aid the limited resources. The Chair commented that the text on the program proposal/change form listed under the "New Program" section should be listed under the "Program Changes" section. The committee approved these program revisions, with the stipulation that the Classics Program report back to the committee by the last meeting for the 1999-2000 session (June 8, 1999) with information on their enrollment figures in each of the nine programs, information on who was teaching in the case of part-time instructors, and how many students were enrolled in each of the courses they offered. If the Department accesses this information through the electronic fact book, they should contact the University Planning Office for information.

Department of German Studies

**B.A.; Honours in German Studies (39 cr.)**

This program revision was overlooked at the meeting. Therefore the Chair reviewed the following program revisions: course 129-352 was added to the list of Required Courses; courses 129-350 and 129-351 were removed from the Required Courses list; Required Courses credits decreased from 42 to 39; first list of "9 credits selected from" in the Complementary Courses section was changed to "12 credits selected from"; and the Complementary Courses credits increased from 18 to 21. These revisions were approved on behalf of the committee and will be forwarded to APPC for information.

07.05 **FACULTY OF GRADUATE STUDIES AND RESEARCH - 99-SCTP-11-20**

Professor Crago explained that this was a proposal for a Language Acquisition Option in four Ph.D. programs currently offered in the Faculties of Arts, Education, Medicine, and Science. Students entering in this multidisciplinary program would enrol in one department and take a specialization in Language Acquisition. This option would be unique in Canada, and the projected enrollment would be six to twelve students. Each faculty would have a different seminar course in Language Acquisition. Professor Capek queried as to the degree title. Professor Crago used the Faculty of Science as an example and indicated that that degree would be: Ph.D. in Psychology; Language Acquisition. Professor Spada commented that one admission condition would be that the student must complete the Ph.D. requirements in the department he/she was registered in. Professor Capek queried as to who would handle the admissions to the Program. Professor Crago indicated that students would be admitted into the Ph.D. program in their home department, then they would propose themselves to the Language Acquisition Option Committee. Mr. Berthiaume voiced concern about the seminars' work load if the seminars were 1.5 hours per week, and he queried as to why a multidisciplinary prefix was not assigned to the seminar courses. Professor Crago commented that it was a good point that the work load needed to correspond to the appropriate credit weight (2 credits), and multidisciplinary prefixes did not exist at McGill which is unfortunate as it would be a true reflection of the course being offered in various faculties. This was a possibility which SCTP would have to consider when it next discusses the double-prefix issue. It was noted that the four seminar course titles should be changed in each of the option descriptions (page 2), and optional course 431-643 Psycholinguistique et enseignement du francais should be removed, as it was no longer offered by the Department of Second Language Education (page 3 of each option description).

Faculty of Arts

Department of Linguistics

**Ph.D. in Linguistics; Language Acquisition**

This new option was approved and it will be forwarded to the Faculty of Graduate Studies and Research for approval by Council.

104-710A,B Issues in Language Acquisition II (2 cr.)

Professor Crago shortened the title to read as follows: "Language Acquisition Issues 2." This new course was approved.

Faculty of Education

Department of Second Language Education

**Ph.D. in Second Language Education; Language Acquisition**

This new option was approved and it will be forwarded to the Faculty of Graduate Studies and Research for approval







382-337B Nutrition Through Life (3 cr.) – prerequisite change;  
382-344B Clinical Nutrition I (3 cr.) - pre/corequisite change;  
382-406A Ecology of Human Nutrition (3 cr.) – prerequisite change;  
382-420A Food Toxicants & Health Risks (3 cr.) – title and prerequisite changes;  
382-436A Nutritional Assessment (2 cr.) – corequisite change;  
382-450A Research Methods in Nutrition (3 cr.) – prerequisite change;  
382-512A,B Herbs, Food and Phytochemicals (3 cr.) – prerequisite change.

#### Faculty of Arts

##### Department of History

101-303A,B History of Québec (3 cr.) – title and description changes;  
101-325A,B Renaissance-Reformation Europe (3 cr.) – term change from D, title, prerequisite, and description changes, and split with 101-365A,B;  
101-337A Japanese Intellectual Hist. I (3 cr.) – prerequisite change;  
101-352B Japanese Intellectual Hist. II (3 cr.) – prerequisite change;  
101-365A,B 17th-18th C. Western Europe (3 cr.) – split of full course 101-325D;  
101-485D Seminar in Japanese History (6 cr.) – prerequisite change.

##### Department of German Studies

129-350A,B German Literature in the 19th Century I. Biedermeierzeit (1815-1850) (3 cr.) – retirement;  
129-351A,B German Literature in the 19th Century II. Realism (1850-1890) (3 cr.) – retirement.

##### English and French Language Centre

124-250A,B Fund. of Academic Writing (3 cr.) – title and description changes;  
124-251A,B Fund. of Academic Writing II (3 cr.) – retirement; incorrectly reported by the Secretary as a title change, and she noted that there was no description for this course;  
128-200A ESL: Intermediate I (3 cr.) – description change;  
128-201B ESL: Intermediate II (3 cr.) – description change;  
128-300A ESL: High Intermediate I (3 cr.) – description change;  
128-301B ESL: High Intermediate II (3 cr.) – description change;  
128-400A,B ESL: Advanced I (3 cr.) – description change;  
128-401B ESL: Advanced II (3 cr.) – description change;  
128-500A,B ESL: Fund. of Academic Writing (3 cr.) – title and description changes;  
128-501A,B ESL: Academic Writing (3 cr.) – retirement;  
128-550A,B Pronunciation & Communication (3 cr.) – number, title, and restriction changes.

##### Department of Economics

154-326A Ecological Economics (3 cr.) – prerequisite change.

#### Undergraduate Diploma Definition

As time ran out, discussion was deferred until a meeting with a light agenda.

#### Compiling Self-Funded Program Information

As time ran out, discussion was deferred until a meeting with a light agenda.

The meeting adjourned at 5:05 pm.