

Minutes of the meeting of the APPC Subcommittee on Courses and Teaching Programs held **Thursday, April 1, 1999** at 3:00 p.m. in the James Annex Conference Room.

**PRESENT**

**SCTP - April 1, 1999**

301-678A Advanced Construction (3 cr.)

This new course was approved.

The following course revisions were proposed:

301-550A Urban Planning I (3 cr.)

The revisions consisted of: number change from 301-435B and credit increase from 2. These revisions were approved.

301-551B Urban Planning II (3 cr.)

The revisions consisted of: number change from 301-436A and credit increase from 2. These revisions were approved.

301-672B Architectural Design I (6 cr.)

The revisions consisted of: number change from 301-411A, title change, credit increase from 7, and description change. These revisions were approved.

301-673A Architectural Design II (8 cr.)

The revisions consisted of: number change from 301-413B, title change, credit increase from 7, and description change. These revisions were approved.

(b) Faculty of Education - 98-SCTP-08-1

**B.Ed.(Inclusive Education)** (126 cr.)

This new program consisted of 48 credits of Inclusive Education Component, plus 78 credits of Kindergarten and Elementary Education Concentration OR 78 credits of Secondary (Two-Subject) Education Concentration.

Professor Crago reviewed the memo from Dean Ratna Ghosh of the Faculty, and explained that she and Vice-Principal (Academic) T.H. Chan met with the Dean. She clarified for the committee that the University would supply the start-up funds for this new program, and that the University expected that repayment will be obtained within a 3-year period. She explained that this program

- (e) Faculty of Science - 99-SCTP-02-50

Double Prefixes Issue

The Chair reported that APPC did not approve the Faculty of Science's use of double prefixes for courses offered jointly by two departments within the Faculty. APPC requested that SCTP propose a mechanism to accomplish the same goal without using double prefixes. However, Dean Shaver of the Faculty will attend the next APPC meeting to voice his point of view on the issue of double prefixes. The Chair reviewed the responses, re APPC's decision, received from Associate Dean Mendelson of the Faculty and Mr. Del Degan of UPO. She explained Mr. Del Degan's two possible solutions for this issue: 1. the University should discontinue assigning FTEs to the Faculty, instead of assigning FTEs to the professor; 2. Hard Code a course by creating a flag which would split the FTE every year, depending on which professor offered the course - this option would have to be carefully managed by the Faculty to ensure the correct department received the FTE.

The committee agreed that it would defer making a decision on this issue until after the next APPC meeting, where Dean Shaver will present his point-of-view. The Chair will report back at the next meeting.

- (f) Faculty of Management - 99-SCTP-02-52

**B.Com(Honours in Accounting)** (36 cr.)

Professor Crago reported that she received clarification about honours programs from Associate Vice-Principal (Academic) Nick de Takacsy. There is no University-wide criteria for such programs, except that involve a 3.0 average. The Chair also contacted Associate Dean Duff of the Faculty of Management who explained that the Honours Program was used by the Faculty of Management for quality control of students for MBA-type professional programs.

Revision to the program consisted of: reducing the required credits from 30 to 21, and increasing the complementary credits to 15 (dividing the complementary list into two categories: 6 credits from Category A and 9 credits from Category B). This revision would ensure expertise in this field, and there would be more flexibility for students to go into various areas.

The committee approved this revision, and it will now go to APPC for approval.

- (g) Faculty of Science - 99-SCTP-03-57

Department of Geography

**B.Sc. Major in Geography** (58 cr.) and **B.Sc. Honours in Geography** (67 cr.)

The Chair reviewed Associate Dean Mendelson's response concerning the greater than norm credit weight for both programs. The response explains that several Major and Honours Programs within the Faculty have greater credit weights than what is proposed by Geography, and the revisions to the Geography programs should not be held to stricter criteria. The committee agreed with this reasoning, therefore it approved the revisions to these programs, and it will now go to APPC for approval.

- (h) Faculty of Engineering - 99-SCTP-01-32 REVISED

Department of Mining and Metallurgical Engineering

306-780A,B,C,T (0 cr.)

explained that this new program allowed students a choice of one concentration: (1) **Graduate Certificate in Management**; or (2) **Diploma in Management**; along with the opportunity of qualifying for an **Attestation in Written Business Communication Practices** in either English or French.

Professor Woodman indicated that there is a high demand from the international market for this type of program.

The committee agreed that two separate program proposal forms should be submitted for both concentrations. The committee indicated that on pages 4 and 5 of the detailed program descriptions, the English and French Options should have credit weight for courses indicated instead of the hours listed.

The Chair queried as to what would be indicated on the diploma the student receives, as the last paragraph of page 6 (Graduation) was not clear. The Chair indicated she would contact Dean Morty Yalovsky of the Centre for Continuing Education for clarification.

Department of Career and Management Studies

**Diploma in Accounting**

The Chair explained that this diploma qualifies non-B.Com. students to enter the Graduate Diploma in Public Accountancy. The revisions to this program will meet the needs of the three professional groups: CA, CGA, CMA. The revisions include: separating the ten required courses to list as six required, adding the four remaining course plus four additional courses to the complementary list.

The committee agreed that the Rationale in the proposal needs to be revised to indicate what the initials of the three professional groups define (i.e. CA, CGA, and CMA). Clarification is required for the list of CGA requirement/exigences CGA list of courses on the proposed revision page. The committee queried if all six courses indicated with the box symbol were required for students to become a



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301-411A Design and Construction VI (7 cr.) - retirement;  
301-413B Design and Construction VIII ( 7 cr.) - retirement;  
301-429T Summer Project III (1 cr.) - retirement;  
301-430T Sketching School II (1 cr.) - retirement;  
301-435B Urban Planning I (2 cr.) - retirement;  
301-436A Urban Planning II (2 cr.) - retirement;  
301-446A Mechanical Services (2 cr.) - retirement;  
301-448B Environmental Acoustics (2 cr.) - retirement;  
301-449A Professional Practice (2 cr.) - retirement;  
301-450B Specifications and Building Costs (2 cr.) - retirement;  
301-554A Mechanical Services (2 cr.) - number change from 301-446A;  
301-555B Environmental Acoustics (2 cr.) - number change from 301-448B;  
301-674A Professional Practice I (2 cr.) - number change from 301-449A and title change;  
301-676A Specifications and Bldg. Costs (2 cr.) - number change from 301-450B, title and descr. changes;  
301-679A Architectural Journalism (1 cr.) - number change from 301-429T, title and descr. changes;  
301-680A Sketching School II (1 cr.) - number change from 301-430T;  
303-554A Environmental Engineering Seminar (3 cr.) - retirement;  
303-615A Environmental Eng. Seminar (3 cr.) - number change from 303-554A;  
304-330A,B Electronic Circuits I (3 cr.) - corequisite change;  
304-353A Electromagnetic Fields & Waves (3 cr.) - prereq. change;  
304-428B Software Engineering Practices (3 cr.) - title, prereq., and descr. changes;