Departmental Orientation (MEng programs)
7 September 2021

Prof. Joana Rocha
Outline

• Important contacts
• CUPE, GSA, TLS
• Campus services
• Training opportunities
• Academic Integrity
• Graduating
• Degree requirements
Indispensable People

- Administrative staff (3135 ME)
  - Janet Perras (graduate)
  - Irene Helder (departmental administrator)
  - Dan Premachuk (undergraduate)

- Machine shop technologists (2159 ME)
  - Alex Proctor
  - Kevin Sangster

- Laboratory technologists
  - Steve Truttman – 2330 ME
  - Stefan Biljan – 2230 ME
  - David Raude – 2330 ME

- Computer and network support
  - Bruce Johnston – 3170 ME
  - Neil McFadyen – 3154 ME
Campus Services

• Health and counselling
• Graduate Students Association (GSA)
  – Health, dental, travel bursary
• Educational Development Centre (EDC)
  – Offers additional training and workshops
  – (TA Skills Certificate mostly to MASc and PhD)
• Paul Menton Centre (PMC)
Mental Health Support for Students Studying Abroad

- Carleton offers International SOS’s Emotional Support service to help you support your mental, emotional and physical well-being.

- Emotional Support delivers:
  • Mental health professionals supporting you in more than 60 languages
  • Support available through the International SOS Dedicated Line (24/7) at +1 215-942-8478
  • Access to counselling services
  • Counselling methods tailored to your needs: phone, video-call or face-to-face.

- Available 24/7 by phone: +1 215-942-8478
Paul Menton Centre (PMC)

• Centre to assist students with disabilities at Carleton
• Students self-identify at the Centre and then accommodations are made with the course Professor
• Can arrange accommodations for:
  – Exams
  – Additional time, quiet room, assistive technology, etc.
  – Classrooms
  – Recorded lectures, note takers, priority seating
• Arrangements for late assignments are at the Professor’s discretion
Training Opportunities

- Questions about training: https://carleton.ca/tls/
  - Brightspace Support
  - Brightspace Login
  - Room Search
  - Discovery Centre
  - Classroom Help & FAQs

- COVID-19 training:
  Before coming to campus, everyone must:
  - Fill in the COVID-19 Screening Self-Assessment in cuScreen each day before coming to campus.
  - Check-in to your final destination (where you plan on being longer than 15 minutes) within a building using the QR location code.
  - Stay home if you feel unwell and follow the regular illness/symptom reporting process.
Academic Integrity

• Website: https://carleton.ca/registrar/academic-integrity/

• Examples of Violations (the following list includes, but is not limited to, examples of violations under the Academic Integrity policy. Please refer to the full “Academic Integrity Policy” for more information).

  • Plagiarism:
    • submitting work written in whole or in part by someone else
    • failing to acknowledge sources through the use of proper citations when using another’s work

  • Test and Exam Rules:
    • Attempting to read another student’s exam paper
    • Speaking to another student (even if subject matter is irrelevant to text)
    • Using material not authorized by the examiner

  • Other Violations:
    • Improper access to confidential information such as exams or test questions
    • Disruption of classroom activities or periods of instruction
    • Misrepresentation of facts for any academic purpose
Departmental Seminars

*(not a requirement for MEng students, but for information)*

- Hear from other researchers and industry leaders
- Opportunities for student presentations
- Required if you are applying for travel bursary
- Part of your degree program (M.A.Sc and PhD)
- You will need to attend 10 seminars (M.A.Sc) or 15 seminars (PhD) over the course of your program
Graduating (MEng)

- A full course-load for a graduate student is considered 2-4 courses a term.
- Carleton does not offer courses during the summer term.
- MEng projects are possible, but you must speak with a professor to define a project.
- The MEng project is the equivalent of 3 courses.
- The summer term is a good time to complete an MEng project.
Degree requirements

- MEng. Aerospace (5.0 credits)

- Requirements (5.0 credits):

1. **1.5 credits from** the Aerospace Restricted Course List. Up to 1.0 credit can be completed by taking courses in AERO at the 4000 level and MAAE at the 4000 level with the approval of the Associate Chair for Graduate Studies.

2. **3.5 credits from** any graduate level course offered by the OCIMAE

- Requirements by Project (Independent Study) (5.0 credits):

1. **1.5 credits in:** [MECH 5908](#) - Independent Engineering Study

2. **1.5 credits from** the Aerospace Restricted Course List. Up to 1.0 credit can be completed by taking courses in AERO at the 4000 level and MAAE at the 4000 level with the approval of the Associate Chair for Graduate Studies.

3. **2.0 credits** from any graduate level course offered by the OCIMAE
Degree requirements

- MEng. Materials (5.0 credits)

- Requirements (5.0 credits):

1. **1.5 credits from** the Materials Restricted Course List. Up to 1.0 credit can be completed by taking courses in materials oriented MECH at the 4000 level and MAAE at the 4000 level with the approval of the Associate Chair for Graduate Studies.

2. **3.5 credits from** any graduate level course offered by the OCIMAE.

- Requirements by Project (Independent Study) (5.0 credits):

1. **1.5 credits in:** MECH 5908 - Independent Engineering Study
2. **1.5 credits from** the Materials Restricted Course List. Up to 1.0 credit can be completed by taking courses in materials oriented MECH at the 4000 level and MAAE at the 4000 level with the approval of the Associate Chair for Graduate Studies.
3. **2.0 credits** from any graduate level course offered by the OCIMAE.
Degree requirements

- MEng. Mechanical (5.0 credits)

- Requirements (5.0 credits):

  1. **5.0 credits from** the Unrestricted Course List. Up to 1.0 credit can be completed by taking courses in MECH at the 4000 level and MAAE at the 4000 level with the approval of the Associate Chair for Graduate Studies.

- Requirements by Project (Independent Study) (5.0 credits):

  1. **1.5 credits in:** [MECH 5908](#) - Independent Engineering Study

  2. **3.5 credits from** the Unrestricted Course List. Up to 1.0 credit can be completed by taking courses in MECH at the 4000 level and MAAE at the 4000 level with the approval of the Associate Chair for Graduate Studies.
Thank you!

Questions