DATE: February 14, 2022

TO: Senate

FROM: Dr. Dwight Deugo, Vice-Provost and Associate Vice-President (Academic), and Chair, Senate
        Quality Assurance and Planning Committee

RE: 2022-23 Calendar Curriculum Proposals
        Undergraduate and Graduate Major Modifications

Background

Following Faculty Board approval, name changes and, as part of academic quality assurance, major curriculum modifications are considered by the Senate Quality Assurance and Planning Committee (SQAPC) before being recommended to Senate. Major curriculum modifications are also considered by the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP).

Library Reports (as required)

In electronic communication members of the Library staff, upon review of the proposals, confirmed no additional resources were required for the 2022-23 major modifications included below.

Documentation

Recommended calendar language, along with supplemental documentation as appropriate, are provided for consideration and approval.

Omnibus Motion

In order to expedite business with the multiple changes that are subject to Senate approval at this meeting, the following omnibus motion will be moved. Senators may wish to identify any of the following 7 major modifications that they feel warrant individual discussion that will then not be covered by the omnibus motion. Independent motions as set out below will nonetheless be written into the Senate minutes for those major modifications that Senators agree can be covered by the omnibus motion.

> **THAT** Senate approve the major modifications as presented below.

Major Modifications

1. **Concentration and Stream in Business Analytics**
   SCCASP approval: February 1, 2022
   SQAPC approval: February 10, 2022

Senate Motion February 25, 2022

> **THAT** Senate approve the introduction of the concentration and stream in Business Analytics and BUSI 4414 as presented with effect from Fall 2022.

2. **Stream in Entrepreneurship**

SCCASP approval: February 1, 2022
SQAPC approval: February 10, 2022

Senate Motion February 25, 2022

THAT Senate approve the introduction of the stream in Entrepreneurship as presented with effect from Fall 2022.

3. **Minor and Stream in Business (Sustainability)**
   SCCASP approval: February 1, 2022
   SQAPC approval: February 10, 2022

Senate Motion February 25, 2022

THAT Senate approve the introduction of the minor and stream in Business (Sustainability) as presented with effect from Fall 2022.

4. **Master of Design**
   SCCASP approval: February 1, 2022
   SQAPC approval: February 10, 2022

Senate Motion February 25, 2022

THAT Senate approve the major modification to the Master of Design program as presented with effect from Fall 2022.

5. **Master of Journalism**
   SCCASP approval: February 1, 2022
   SQAPC approval: February 10, 2022

Senate Motion February 25, 2022

THAT Senate approve the major modification to the Master of Journalism, program as presented with effect from Fall 2022.

6. **Master of Journalism Collaborative Specialization in African Studies**
   SCCASP approval: February 1, 2022
   SQAPC approval: February 10, 2022

Senate Motion February 25, 2022

THAT Senate approve the major modification to the Master of Journalism Collaborative Specialization in African Studies program as presented with effect from Fall 2022.

7. **MA Religion and Public Life, Collaborative Specialization in Digital Humanities**
   SCCASP approval: February 1, 2022
   SQAPC approval: February 10, 2022

Senate Motion February 25, 2022

THAT Senate approve the introduction of the collaborative specialization in Digital Humanities to the MA in Religion and Public Life as presented with effect from Fall 2022.

MEMORANDUM

To: Senate Quality Assurance and Planning Committee (SQAPC)

From: Howard Nemiroff, Associate Dean, Undergraduate Studies

CC: Dana Brown, Dean Sprott School of Business

Date: Dec 16, 2021

Subject: Major Modification to Concentration & Stream in Business Analytics

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Modification Description

Rationale and Description: This modification is for the introduction of a Concentration and Stream in Business Analytics. The development of the Concentration and Stream in Business Analytics is in direct response to Sprott's current Strategic Plan:

>   Principle 2: Entrepreneurial mindsets to create positive change
>   Goal 2: Integrate business and technological knowledge through new learning opportunities
> - Become a known centre of excellence for education and research in Business Analytics

The Concentration and Stream in Business Analytics will be the first undergraduate programming specifically targeted at this field of study, providing students with exposure and an introduction to the discipline at the undergraduate level. The concentration and stream have been designed to equip undergraduate business students with the foundational skills and knowledge in the field of analytics. Working in consultation with Dr. Liebowitz, Distinguished Chair of Applied Business and Finance, Harrisburg University of Science and Technology and a leading academic in Data Analytics, the concentration addresses business & soft skills, technical skills and analytical skills highlighted by Dr. Leibowitz's research as requirements for a business analytics professional.[1] Students will be exposed to key concepts and topics in analytics, and accompanied with the Commerce degree, students will explore the applications of analytics in various business disciplines. The stream is designed to be an introduction to Business Analytics and address the fundamental concepts and applications for those students wanting to explore this discipline.

As the use of analytics is growing across many sectors, so too is the demand for employees skilled in this field. Creating programming for Business students specifically focused on the development of skills within the domain of data analytics will enhance their prospects for employment in an area where there is employment growth. Business schools across Canada are aligning with the growing industry demand and offering programming in business analytics. The Concentration and Stream in Business Analytics will allow Carleton to stay competitive and current in undergraduate programming and will provide opportunity to attract business students interested in exploring this field early on, in their undergraduate program.

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[1] Bhaskar, A., & Liebowitz, J. (2020, October). Business Analytics Professional or Data Scientist? *Analytics Magazine*. https://doi.org/10.1287/LYTX.2020.06.07

Program Structure: The Concentration in Business Analytics will be available to students registered in the B.Com Honours program only. Students enrolled in the Concentration must satisfy the requirements for B.Com Honours while gaining credit for the requirements of the Concentration through the appropriate choice of courses. The Concentration in Business Analytics will not be available to students registered in the Stream in Business Analytics.

Requirements

1. 3.5 credits in:

STAT 2602 [0.5]	Statistical Models for Business Analytics and Finance
BUSI 3400 [0.5]	Database Design
BUSI 3406 [0.5]	Business Analytics Principles
BUSI 3434 [0.5]	Data Visualization
BUSI 4407 [0.5]	Business Analytics Methods
BUSI 4410 [0.5]	Responsible Business Analytics
BUSI 4414 [0.5]	Capstone in Business Analytics

2. 1.0 credit in:

BUSI 2402 [0.5]	Business Applications Development
BUSI 3401 [0.5]	Applications Development for Online Environments
BUSI 3402 [0.5]	Systems Analysis and Design
BUSI 3405 [0.5]	Enterprise Architecture
BUSI 4201 [0.5]	Marketing Metrics
BUSI 4301 [0.5]	Artificial Intelligence and Business Decision Models
BUSI 4308 [0.5]	Simulation Modelling and Analytics
BUSI 4331 [0.5]	Industry 4.0 Technologies and Applications
BUSI 4400 [0.5]	IS Management and Strategy
BUSI 4404 [0.5]	IT Infrastructure
BUSI 4408 [0.5]	Social Analytics

The required basket of courses in the concentration ensures students are exposed to the breadth of foundational knowledge and skills in business analytics, including data management, statistical analysis, strategic use of information systems, and programming languages. Students will also apply critical thinking skills in unpacking ethical issues in analytics and in completing a capstone course. The second basket of elective courses is designed for students to continue exploring topics previously introduced at an advanced level, or to choose courses within specific areas of analytics that may be of interest to them, for example financial technology, marketing, artificial intelligence, etc. Creating a second basket with specialized interest allows this concentration to attract business students from multiple disciplines and provides the opportunity for students to adapt the concentration to their sector of interest for career planning.

Program Structure: The Stream in Business Analytics will introduce students to the discipline and will focus on the knowledge and application of key foundational concepts in analytics. The stream will be available to students registered in the B.Com and B.I.B program only. The Stream in Business Analytics will not be available to students registered in the Concentration in Business Analytics.

Requirements

1. 2.0 credits in:

STAT 2602 [0.5]	Statistical Models for Business Analytics and Finance
BUSI 3400 [0.5]	Database Design
BUSI 3406 [0.5]	Business Analytics Principles
BUSI 4407 [0.5]	Business Analytics Methods

The courses which comprise the Concentration and Stream in Business Analytics will be offered in face-to face, online or HyFlex delivery, dependent on the environment.

Impact on Other Programs

There are no other faculties offering a program to undergraduate students in the field of business analytics. This concentration and stream are specific to topics in Business and only Bachelor of Commerce and Bachelor of International Business students are eligible to enroll.

The Concentration and Stream in Business Analytics may impact enrollment in two other concentrations currently offered to students in the Bachelor of Commerce: the Concentration in Information Systems and Concentration in Supply Chain Management. Due to some similarities in content, these two concentrations are currently being reviewed and assessed to examine market demand and to ensure overlap is minimal and appropriate.

Impact on Learning Outcomes and Curriculum Map

The following program learning goals and objectives for the Bachelor of Commerce and Bachelor of International Business will be further explored within the Concentration and Stream in Business Analytics:

BC1 Knowledge: Graduates will be skilled in applying foundational business knowledge to appropriate business contexts

1.1 Graduates will interpret and critique quantitative and qualitative data to draw conclusions through a summary of findings.

1.5 Graduates will demonstrate how to identify and apply appropriate technologies to address business issues

BC3 Critical Thinking: Graduates will be discerning critical thinkers, able to discuss different viewpoints, challenge biases and assumptions, and draw conclusions based on analysis and evaluation

3.1 Graduates will make decisions by gathering, interpreting and applying information from a variety of sources to address complex business issues

The Concentration and Stream in Business Analytics will focus on exploring learning objective 1.1, 1.5 and 3.1. Students will not only explore these learning objectives within their Major, but also through the lens of analytics in the Concentration or Stream. The additional exposure to these learning objectives will provide greater depth, specific to the application of business analytics.

Curriculum Map for the Concentration and Stream in Business Analytics:

The following are required courses in the Concentration in Business Analytics.

*Indicates courses that are required in the Stream in Business Analytics.

I= Introduction of Learning Objective, D=Development of Learning Objective, A=Development & Assessment of Learning Objective

	Knowledge					Collaboration		Critical Thinking			Communication			
	1.1	1.2	1.3	1.4	1.5	2.1	2.2	3.1	3.2	3.3	4.1	4.2	4.3	4.4
BUSI 3400*	A				A		A	A						
BUSI 3406*	I			I	I		D	D			D	D		
BUSI 3434	A				A		A	A			A	A		
BUSI 4407*	D			D	D		D	D			D	D		
BUSI 4410									A					
BUSI 4414	A				A		A	A			A	A		

Societal Need

The Information and Communications Technology Council (ICTC), a centre of expertise on Canada's digital economy, has highlighted the current and forecasted outlook on labour market and skills in the field of big data. In a 2015 report, *Big Data & The Intelligence Economy*, the ICTC outlined the skills gap developing in data analytics as the industry growth was rapidly demanding more skilled workers then available. To close the gap, one of the key recommendations was for post-secondary institutions in Canada to develop data analytics programs bringing together practices and knowledge in both computer science and business so students not only learn the hard skills, but also the business skills in order to apply the knowledge within a variety of disciplines.[2] As the growth in this sector has only continued to grow since 2015, there is still opportunity to address the skills gap and create a program for students to graduate with the required skills for employment in data analytics.

Furthermore, ICTC's report *Canada's Growth Currency: Digital Talent Outlook 2023* forecasts the labour market demand within the digital economy based on data gathered from an employer survey distributed across Canada, interviews with industry and academic experts and with the validation of results through an advisory committee. The report indicates that the 15 most in-demand occupations in the Canadian digital economy will include business analysts, business development managers, digital marketers, project managers, data scientists, and data analysts. This not only highlights the demand for specific skills in data management within the digital roles, but also the need for business skills and knowledge to accompany the big data. The report also included critical skills required for the 15 most in-demand occupations, including proficiency with Python, SQL, Excel, statistical analysis, understanding of machine learning, familiarity with data visualization programs, ability to problem-solve, proficiency with project management, strong written communication.[3] All of these components, amongst others,

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[2] Information and Communications Technology Council. (2015). *Big Data & The Intelligence Economy*. https://www.ictc-ctic.ca/wp-content/uploads/2015/12/BIG-DATA-2015.pdf

[3] Information and Communications Technology Council. (2019). *Canada's Growth Currency: Digital Talent Outlook 2023*. https://www.ictc-ctic.ca/wp-content/uploads/2019/11/canada-growth-currency-2019-FINAL-ENG.pdf

are integrated into the required components of the Concentration in Business Analytics and introduced in the Stream in Business Analytics.

Finally, projections for worldwide spending on big data and business analytics by the International Data Corporation show increases of just over 10% in 2021 as compared to the $215.7 billion spent in 2020, indicating that this field is still thriving, even amongst a pandemic. Many organizations required spending on services in business analytics to survive the pandemic and three of the top six industries with the highest spending in analytics were banking, manufacturing and federal government[4], areas all of relevant career interest to a business student in Canada and Ottawa.

Student Demand

In 2018 the Continuous Improvement Review (CIR) process at Sprott School of Business required a CIR team to gather feedback and guidance to improve Sprott's strategic and educational improvement and to support the application of the AACSB accreditation standards. In the consultative report, conversations with the undergraduate students indicated:

> …they desired to have more advanced technological and software skills relevant to their disciplines earlier in their studies. They obtain some of these skills by engaging in out of the classroom activities but worry that the average student is missing out on the same opportunities to gain marketable skills. Both Undergraduate and Masters students were looking for more flexibility and choice in their programs of study. (p. 13-14)

The Concentration and Stream in Business Analytics will allow students to develop marketable skills in both technological and software skills, as well as provide students with further choice in creating a bespoke degree specific to their career needs. Not only can a student now include the Concentration or Stream in Business Analytics in completing their degree, but can create independent combinations of streams or concentrations.

Resources

TBD
The following topics should be covered in this section:
  a. *Faculty resources*: 1 full-time faculty at assistant level or higher, base funding, ask will be presented to PPWG
  b. *Contract instructors*: No additional need
  c. *Administrative support*: No additional need
  d. *Library resources*: No additional need
  e. *Space*: No additional need
  f. *Equipment*: No additional need
  g. *Graduate student funding*: No additional need

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[4] International Data Corporation. (2021, August 17). *Global Spending on Big Data and Analytics Solutions Will Reach $215.7 Billion in 2021, According to a New IDC Spending Guide* [Press release]. https://www.idc.com/getdoc.jsp?containerId=prUS48165721

New Program Proposal

Date Submitted: 11/22/21 6:51 pm

Viewing: **TBD-2118 : Concentration in Business Analytics**

Last edit: 01/11/22 4:19 pm

Last modified by: nataliephelan

Changes proposed by: EMILYMANTHA

In Workflow

1. **BUSI ChairDir UG**
2. **BUS Dean**
3. **BUS FCC**
4. **BUS FBoard**
5. **PRE SCCASP**
6. SCCASP
7. SQAPC
8. Senate
9. PRE CalEditor
10. CalEditor

Approval Path

1. 11/22/21 6:21 pm
   Howard Nemiroff
   (howardnemiroff):
   Rollback to Initiator
2. 11/30/21 4:14 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUSI
   ChairDir UG
3. 11/30/21 4:37 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS Dean
4. 11/30/21 4:38 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FCC
5. 11/30/21 4:40 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FBoard

Effective Date	2022-23
Workflow	majormod
Program Code	TBD-2118
Level	Undergraduate
Faculty	Sprott School of Business
Academic Unit	School of Business

Degree

Title   Concentration in Business Analytics

Program Requirements

Concentration in Business Analytics (4.5 credits)

Available to students in the B.Com. or B.I.B. programs only, except those in the B.Com. or B.I.B. with the Stream in Business Analytics.

1. **3.5 credits in:**   3.5

STAT 2602 [0.0]	Statistical Models for Business Analytics and Finance	
BUSI 3400 [0.5]	Database Design	
BUSI 3406 [0.0]	Business Analytics Principles	
BUSI 3434 [0.0]	Data Visualization	
BUSI 4407 [0.0]	Business Analytics Methods	
BUSI 4410 [0.0]	Responsible Business Analytics	
BUSI 4414 [0.0]	Capstone in Business Analytics	

2. **1.0 credits from:**   1.0

BUSI 2402 [0.5]	Business Applications Development	
BUSI 3401 [0.5]	Applications Development for Online Environments	
BUSI 3402 [0.5]	Systems Analysis and Design	
BUSI 3405 [0.5]	Enterprise Architecture	
BUSI 4201 [0.5]	Marketing Metrics	
BUSI 4301 [0.5]	Artificial Intelligence and Business Decision Models	
BUSI 4308 [0.0]	Simulation Modeling and Analytics	
BUSI 4331 [0.5]	Industry 4.0 Technologies and Applications	
BUSI 4400 [0.5]	IS Management and Strategy	
BUSI 4404 [0.5]	IT Infrastructure	
BUSI 4408 [0.5]	Social Analytics	

Total Credits   4.5

New Resources	No New Resources
Summary	New concentration in Business Analytics
Rationale	New concentration for BCom and BIB program.
Transition/Implementation	Implement Fall 22

Program reviewer comments

howardnemiroff (11/22/21 6:21 pm): Rollback: edits
nataliephelan (01/11/22 4:19 pm): Added disclaimer that the stream and conc are mutually exclusive.

Key: 2118

New Program Proposal

Date Submitted: 11/22/21 6:53 pm

Viewing: **TBD-2128 : Stream in Business Analytics**

Last edit: 01/11/22 4:10 pm

Last modified by: nataliephelan

Changes proposed by: EMILYMANTHA

In Workflow

1. **BUSI ChairDir UG**
2. **BUS Dean**
3. **BUS FCC**
4. **BUS FBoard**
5. **PRE SCCASP**
6. SCCASP
7. SQAPC
8. Senate
9. PRE CalEditor
10. CalEditor

Approval Path

1. 11/22/21 6:20 pm
   Howard Nemiroff
   (howardnemiroff):
   Rollback to Initiator
2. 11/30/21 4:26 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUSI
   ChairDir UG
3. 11/30/21 4:37 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS Dean
4. 11/30/21 4:38 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FCC
5. 11/30/21 4:40 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FBoard

Effective Date	2022-23
Workflow	majormod
Program Code	TBD-2128
Level	Undergraduate
Faculty	Sprott School of Business
Academic Unit	School of Business

Degree

Title   Stream in Business Analytics

Program Requirements

Stream in Business Analytics (2.0 credits)

Available to students in the B.Com. or B.I.B. programs only, except those in the B.Com. or B.I.B. with the Concentration in Business Analytics.

1. **2.0 credits in:**		2.0
STAT 2602 [0.0]	Statistical Models for Business Analytics and Finance	
BUSI 3400 [0.5]	Database Design	
BUSI 3406 [0.0]	Business Analytics Principles	
BUSI 4407 [0.0]	Business Analytics Methods	
Total Credits		2.0

New Resources   No New Resources

Summary   New stream in Business Analytics

Rationale   Stream of courses in Business Analytics for BCom program.

Transition/Implementation 22/23

Program reviewer comments

nataliephelan (11/03/21 2:05 pm): Reordered courses so they're alphanumeric.
howardnemiroff (11/22/21 6:20 pm): Rollback: edits
nataliephelan (01/11/22 4:10 pm): Added disclaimer that students cannot take the same stream and conc.

Key: 2128

New Course Proposal

Date Submitted: 01/26/22 2:05 pm

Viewing: **BUSI 4414 : Capstone in Business Analytics**

Last edit: 01/26/22 2:05 pm

Changes proposed by: nataliephelan

Calendar Pages referencing this course	[Business](#) [Business (BUSI)](#)
Programs referencing this course	[Stream in Information Systems](#) [Concentration in Business Analytics](#)

In Workflow

1. **BUSI ChairDir UG**
2. **BUS Dean**
3. **BUS FCC**
4. **BUS FBoard**
5. **PRE SCCASP**
6. **SCCASP**
7. **SQAPC**
8. Senate
9. PRE CalEditor
10. Banner

Approval Path

1. 11/05/21 12:51 pm
   Natalie Phelan
   (nataliephelan): Rollback
   to Initiator
2. 11/30/21 11:28 am
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUSI
   ChairDir UG
3. 11/30/21 4:32 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FCC
4. 11/30/21 4:35 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FBoard
5. 01/14/22 10:57 am
   Natalie Phelan
   (nataliephelan):
   Approved for PRE
   SCCASP
6. 01/26/22 1:58 pm
   Natalie Phelan
   (nataliephelan): Rollback
   to Initiator
7. 01/26/22 2:06 pm
   Natalie Phelan
   (nataliephelan):
   Approved for BUSI
   ChairDir UG
8. 01/26/22 2:07 pm
   Natalie Phelan
   (nataliephelan):
   Approved for BUS Dean

9. 01/26/22 2:09 pm
   Natalie Phelan
   (nataliephelan):
   Approved for BUS FCC
10. 01/26/22 2:10 pm
    Natalie Phelan
    (nataliephelan):
    Approved for BUS FBoard
11. 01/26/22 2:11 pm
    Natalie Phelan
    (nataliephelan):
    Approved for PRE
    SCCASP
12. 01/26/22 2:12 pm
    Natalie Phelan
    (nataliephelan):
    Approved for SCCASP

Effective Date	2022-23
Workflow	majormod
New Resources	No New Resources
Level	Undergraduate
Course Code	BUSI
Course Number	4414
Title	Capstone in Business Analytics
Title (short)	Capstone in Business Analytics
Faculty	Sprott School of Business
Academic Unit	School of Business
Credit Value	0.50
Significant Experiential Learning	None
Course Description	This is a capstone course for the Business Analytics concentration. The objective of this course is to be the concentration's culminating course allowing students to undertake a major BA project, while refining their knowledge by examining a set of advanced/specialized topics.
Prerequisite(s)	Fourth-year standing and BUSI 2401.
Class Format	Lecture 3 hours a week.
Precluded Courses	
Also listed as	

Piggybacked Courses

Grade Mode	Standard Letter Grade
Schedule Type	Lecture
	*May constitute a major modification under Carleton's IQAP. Please consult https://carleton.ca/viceprovost/major-minor-modifications/ for more details.
Unpaid Placement	No
Summary	Capstone course for BA
Rationale for new course	Course to be included in the concentration for BA. Moving into major modification workflow because this is a capstone, per discussion with R. Green. The course was previously approved by all levels in Sprott and also SCCASP at their January 18/22 meeting.
Course reviewer comments	**nataliephelan (11/05/21 12:51 pm):** Rollback: Please resubmit in the majormod workflow, as capstone courses have QA involvement. Thanks! **nataliephelan (01/26/22 1:58 pm):** Rollback: Capstone course needs to go in the majormod workflow; Natalie will handle it so no action needed from the unit! **nataliephelan (01/26/22 2:06 pm):** Approved on behalf of Sprott; was previously approved but we had to switch the workflow to major mod. **nataliephelan (01/26/22 2:07 pm):** Approved on behalf of Sprott; was previously approved but we had to switch the workflow to major mod. **nataliephelan (01/26/22 2:09 pm):** Approved on behalf of Sprott; was previously approved but we had to switch the workflow to major mod. **nataliephelan (01/26/22 2:10 pm):** Approved on behalf of Sprott; was previously approved but we had to switch the workflow to major mod. **nataliephelan (01/26/22 2:11 pm):** This was previously approved through SCCASP at their Jan 18/22 meeting, but had to be switched to the majormod workflow. **nataliephelan (01/26/22 2:12 pm):** This was previously approved through SCCASP at their Jan 18/22 meeting, but had to be switched to the majormod workflow.

Key: 10347

Preview Bridge

Institutional Quality Assurance Process

Major Modifications -Business Analytics Concentration & Stream

Date: December 1, 2021

From: Sylvie Lafortune, Collections Librarian, Business and Public Affairs

To: Robyn Green, Program Officer, Office of the Vice-Provost & Associate Vice-President (Academic)

cc   Amber Lannon, University Librarian
Laura Newton Miller, Head, Collections & Assessment
Sally Sax, Head, Electronic Resources & Acquisitions
Patti Harper, Head, Research Support Services

Recommendation

After review of Carleton University Library's information resources and services, no additional Library resources are required and so no report from the Library is necessary for the QA process for the major modifications to the following program:

- o   Business Analytics Concentration & Stream

This is a formal notification for your records.

MEMORANDUM

To: Senate Quality Assurance and Planning Committee (SQAPC)

From: Howard Nemiroff, Associate Dean, Undergraduate Studies

CC: Dana Brown, Dean Sprott School of Business

Date: Dec 3, 2021

Subject: Major Modification to Stream in Entrepreneurship

Modification Description

Rationale and Description: The Stream in Entrepreneurship is being introduced to offer Sprott undergraduate students the opportunity to build foundational knowledge and application in ideation and business development for entrepreneurs. In Sprott's strategic plan, Vision 2025: Business for a Better World, entrepreneurship was identified as a strategic principle, and providing opportunities for students to build an entrepreneurial mindset is a defined goal:

> Principle 2: Entrepreneurial Mindsets to Create Positive Change
> > Goal 1: Provide opportunities for all Carleton students to engage in entrepreneurship

The Stream in Entrepreneurship will be available to students registered in either the B.Com. or B.I.B programs and is based on the same core requirements as the Minor in Business (Entrepreneurship). Students enrolled in B.Com or B.I.B. will have completed the core business foundations and introductory Entrepreneurship (BUSI 2800) through their Major, and will then be exposed to the same upper level courses focusing on theory, development and application of entrepreneurial skills when enrolled in the stream. The stream has been developed to provide undergraduate students at Sprott the opportunity to build their entrepreneurial mindset, while still leaving room within their program to pursue a concentration or create independent combinations of streams and concentrations.

Program Structure:
The Stream in Entrepreneurship is available to students registered in the B.Com or B.I.B program only. The Stream in Entrepreneurship is not available to students that are registered in both the B.Com or B.I.B. program and the Concentration in Entrepreneurship. The requirements are:

> 2.0 credit in:
> BUSI 3600 [0.5]   Entrepreneurial Strategies
> BUSI 3810 [0.5]   Business Development
> BUSI 3820 [0.5]   Practicum in Business Design
> BUSI 4810 [0.5]   Practicum in Business Creation

The Stream in Entrepreneurship courses will be offered in face-to face, online or HyFlex delivery, dependent on the environment.

Impact on Other Programs

As the Stream in Entrepreneurship is only open to Sprott students, this will not have an impact in programs external to Sprott at Carleton. Within Sprott, the enrollment in the Concentration in Entrepreneurship may be affected with the introduction of the stream. This will be addressed through advising and proper promotion of the stream and concentration, ensuring that messaging is clear on the differences between these two options and advising students on their best choice based on their academic and career goals.

The Stream in Entrepreneurship is designed as 2.0 credits which will allow business students to take multiple streams if desired, therefore not drawing students out of the current options within the B.I.B or B.Com programs. The courses required in the stream are also required courses within the Minor in Business (Entrepreneurship) and the Concentration in Entrepreneurship, therefore leveraging the current resources already being used and encouraging enrollment to remain high in these courses.

Impact on Learning Outcomes and Curriculum Map

Students within the Stream in Entrepreneurship will explore four of the five program learning goals from the B.Com and B.I.B programs:

> BC/BI 1 Knowledge: Graduates will be skilled in applying foundational business knowledge to appropriate business contexts

> BC/BI 2 Collaboration: Graduates will be collaborative and effective contributors in team environments that respect the experience, expertise and interest of all members

> BC/BI 3 Critical Thinking: Graduates will be discerning critical thinkers, able to discuss different viewpoints, challenge biases and assumptions, and draw conclusions based on analysis and evaluation

> BC/BI 4 Communication: Graduates will be effective and persuasive in their communications

Each of these learning goals will be explored through the lens of entrepreneurship and provide students further opportunity to expand their knowledge and skills in areas such as teamwork, leadership, critical thinking, oral and written communication. The courses within the stream are focused highly on experiential learning and provide the opportunity for students to apply and reflect on their skills. Note that the BCom and BIB core requirements introduce Sprott students to the learning objectives in the table below.

Curriculum Map for the Stream in Entrepreneurship:

I= Introduction of Learning Objective, D=Development of Learning Objective, A=Development & Assessment of Learning Objective

	Knowledge	Collaboration	Critical Thinking	Communication	Global Awareness
BUSI 3600	A	A	A	A	
BUSI 3810	A	A	A	A	

BUSI 3820	A	A	A	A	
BUSI 4810	A	A	A	A	

Societal Need

Sprott's Strategic Plan outlines not only the desire to contribute to the building of entrepreneurial mindsets, but to do so with the intention to motivate positive change. Regardless if a student becomes an entrepreneur, simply supporting the development of a mindset of ideation, creativity, adaptability, accountability and resilience can benefit the student and society in larger ways, whatever their career path may be. Carleton's Strategic Integrated Plan follows similar support in preparing our students for the undefined future:

> By investing in impactful opportunities for students to participate in research, work-integrated learning, skill development, knowledge exchange, and entrepreneurship, Carleton will advance the next generation's capacity to harness the power of knowledge and shape the ideas and careers of the future.

Further, contributing to the mindset that a business can be both financially viable and have positive impact is important to Sprott's mission in educating future entrepreneurial business leaders. With B.Com and B.I.B program goals focused on the learning and development in areas such as sustainability, equity and inclusivity, and collaboration, not only the curriculum, but the School of Business itself, continues to reinforce the ties between business development and purpose.

Student Demand

The launch of Carleton's Innovation Hub and focus on innovation on entrepreneurship speaks to the student interest and demand within this area and across campus. We have created a space where changemakers, innovators, and creators can gather to build new ventures. The Innovation Hub will be used to support students in the stream as a centre for entrepreneurial community building and a space to encourage interdisciplinary connections from beyond the School of Business (with access to the Innovation Hub, along with the Minor in Business (Entrepreneurship), BUSI 1800 and BUSI 2800 opened to all students across campus).

The number of students enrolled in the Minor in Entrepreneurship/Minor in Business (Entrepreneurship) has steadily increased since 2018, and the trend projects an increase again by the end of the 21/22 academic year. The number of students enrolled in the Concentration in Entrepreneurship in the B.Com program has remained steady over the last three years. We are expecting an increase in interest for the Stream in Entrepreneurship for those students looking to gain more entrepreneurial experience and knowledge with opportunity to create independent combinations of streams and concentrations.

Resources

The following outline that no additional resources are required:

a. *Faculty resources*: No additional resources are required as all students would be absorbed into our present offerings and courses will be absorbed into present faculty or CI loads. We do not anticipate offering additional sections.

b. *Contract instructors*: No additional resources are required as all students would be absorbed into our present offerings and courses will be absorbed into present faculty or CI loads. *Administrative support*: No additional administrative support needed and support will be absorbed by current administrative staff.
c. *Library resources*: No additional library support beyond what is presently held will be required.
d. *Space*: No labs or additional space is required.
e. *Equipment*: No additional equipment is required.

New Program Proposal

Date Submitted: 10/29/21 11:49 am

Viewing: **TBD-2130 : Stream in Entrepreneurship**

Last edit: 01/11/22 4:20 pm

Last modified by: nataliephelan

Changes proposed by: howardnemiroff

In Workflow

1. **BUSI ChairDir UG**
2. **BUS Dean**
3. **BUS FCC**
4. **BUS FBoard**
5. **PRE SCCASP**
6. SCCASP
7. SQAPC
8. Senate
9. PRE CalEditor
10. CalEditor

Approval Path

1. 11/30/21 4:26 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUSI
   ChairDir UG
2. 11/30/21 4:37 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS Dean
3. 11/30/21 4:38 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FCC
4. 11/30/21 4:40 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FBoard

Effective Date	2022-23
Workflow	majormod
Program Code	TBD-2130
Level	Undergraduate
Faculty	Sprott School of Business
Academic Unit	School of Business
Degree	Bachelor of Commerce
Title	Stream in Entrepreneurship

Program Requirements

Stream in Entrepreneurship (2.0 credits)

Available to students in the B.Com. or B.I.B. programs only, except those in the B.Com. or B.I.B. with the Concentration in Entrepreneurship.

Stream in Entrepreneurship (2.0 Credits)

1. **2.0 credits in:**

BUSI 3600 [0.5]	Entrepreneurial Strategies
BUSI 3810 [0.5]	Business Development
BUSI 3820 [0.5]	Practicum in Business Design
BUSI 4810 [0.5]	Practicum in Business Creation

Total Credits	0.0

New Resources	No New Resources
Summary	New stream in entrepreneurship
Rationale	adding stream option for students in the BCom
Transition/Implementation	22/23

Program reviewer comments	**nataliephelan (01/11/22 12:42 pm):** Added statement to exclude students from this stream if they are already taking the corresponding concentration.

Key: 2130

Institutional Quality Assurance Process

Major Modifications - Stream in Entrepreneurship

Date: December 1, 2021

From: Sylvie Lafortune, Collections Librarian, Business and Public Affairs

To: Robyn Green, Program Officer, Office of the Vice-Provost & Associate Vice-President (Academic)

cc Amber Lannon, University Librarian
Laura Newton Miller, Head, Collections & Assessment
Sally Sax, Head, Electronic Resources & Acquisitions
Patti Harper, Head, Research Support Services

Recommendation

After review of Carleton University Library's information resources and services, no additional Library resources are required and so no report from the Library is necessary for the QA process for the major modifications to the following program:

- o Stream in Entrepreneurship

This is a formal notification for your records.

MEMORANDUM

To: Senate Quality Assurance and Planning Committee (SQAPC)

From: Howard Nemiroff, Associate Dean, Undergraduate Studies

CC: Dana Brown, Dean Sprott School of Business

Date: Dec 3, 2021

Subject: Major Modification to Minor in Business (Sustainability) and Stream in Sustainability

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Modification Description

Rationale and Description: The Minor in Business (Sustainability) and Stream in Sustainability are being introduced simultaneously to offer students at Carleton opportunity to explore sustainability issues as they pertain to business. As highlighted in Carleton's Strategic Integrated Plan, *Strive for Sustainability* is a critical direction in the plan for the development of the university, our role in academia, our participation in the community and beyond. A critical element in meeting this strategic direction is to create academic programming which will allow all students to access and contribute to the knowledge, conversations and actions surrounding sustainability.   Furthermore, Sprott School of Business has identified five strategic principles in its latest strategic plan, Vision 2025: Business for a Better World. The advancement of sustainability within the curriculum would be actively contributing to the overall understanding of and actions towards responsible leadership:

> Principle 5: Advancing Responsible Leadership
> > Goal 2: Integrate knowledge and perspective on responsible management across our curricula.

Both the Minor and Stream are designed to provide students with a cross-disciplinary business perspective of sustainability issues and practices. The Minor in Business (Sustainability) is designed to first introduce students with the fundamentals in business, and then build on the fundamentals with a tailored focus on the field of sustainability within business. The Stream in Sustainability is designed to complement the core components of the B.Com or B.I.B programs with courses specializing in the ties between business and sustainability. The sustainability-focused business courses being proposed within the Minor and the Stream are the same four courses.

Program Structure: The Minor in Business (Sustainability) will be available only to students pursuing undergraduate programs (except B.Com. and B.I.B) requiring at least 20.0 credits to graduate and who have completed at least 4.0 credits toward their degrees with a minimum overall CGPA of 7.00. Students who are required to leave the Minor due to a low Minor CGPA may not return to the Minor at any subsequent date. Students are required to present a Minor CGPA of 5.0 or higher at graduation in order to be awarded a Minor in Business (Sustainability).

Requirements

1. 1.0 credits in:

BUSI 1800 [0.5]	Introduction to Business
BUSI 2800 [0.5]	Entrepreneurship

2. 2.0 credit in:

BUSI 2819 [0.5]	Sustainability Accounting and Social Finance
BUSI 3119 [0.5]	Business and Environmental Sustainability
BUSI 4120 [0.5]	Environmental Sustainability Management
BUSI 4219 [0.5]	Sustainability Marketing

3. 1.0 credit in BUSI at the 2000-level or higher

Program Structure: The Stream in Sustainability will be available to students registered in the B.Com. or B.I.B program only. Students enrolled in the Stream must satisfy the requirements for B.Com. or B.I.B while gaining credit for the requirements of the Stream through appropriate choice of courses.

Requirements

1. 2.0 credit in:

BUSI 2819 [0.5]	Sustainability Accounting and Social Finance*
BUSI 3119 (0.5)	Business and Environmental Sustainability
BUSI 4120 (0.5)	Environmental Sustainability Management*
BUSI 4219 [0.5]	Sustainability Marketing*

*These courses are currently offered as *BUSI 4901 Topic in Business* courses, and are slated to be new courses for 2022/23.

The Minor in Business (Sustainability) and the Stream in Sustainability will be offered in face-to face or HyFlex delivery, dependent on the environment.

Impact on Other Programs

Currently, there are no other undergraduate programs similar to the Minor in Business (Sustainability) at Carleton that are direct competition which would draw students away. The Minor in Business (Sustainability) is designed to complement non-business undergraduate programs by providing business skills to enhance any academic foundation.

The Stream in Sustainability is designed as 2.0 credits, which will allow business students to take multiple streams if desired, therefore not drawing students out of the current options within the B.I.B or B.Com programs. As the Stream courses are the same as the sustainability courses offered in the Minor, and are open to students campus-wide, we are expecting higher enrollments in these courses as well.

Impact on Learning Outcomes and Curriculum Map

The Bachelor of Commerce and Bachelor of International Business have established the following Learning Goal and Learning Objective within both programs:

> BC3 Critical Thinking: Graduates will be discerning critical thinkers, able to discuss different viewpoints, challenge biases and assumptions, and draw conclusions based on analysis and evaluation

> > 3.3 Graduates will apply principles of sustainability when developing new ideas or addressing business issues

Students within the Stream in Sustainability will explore Learning Objective 3.3 in more depth and across a greater breadth of business disciplines beyond the B.Com or B.I.B core courses. Students within the Minor in Business (Sustainability) will develop foundations in the learning outcomes for business before progressing to the development of the learning outcomes in sustainability. The four courses with a focus on sustainability do expand knowledge and skills in relation to other program learning outcomes, however their focus is on Learning Objective 3.3, as mapped below.

Curriculum Map for the Minor in Business (Sustainability) and Stream in Sustainability:

I= Introduction of Learning Objective, D=Development of Learning Objective, A=Development & Assessment of Learning Objective
Breadth and depth – although LG are covered, the purpose of the Stream/Minor is focus on 3.3

Minor in Business:

	Knowledge	Collaboration	Critical Thinking	Communication	Global Awareness
BUSI 1800	A	A	D	A	
BUSI 2800	A	A	A	A	

*Global Awareness Learning Goal is exclusive to the B.I.B program

Minor in Business (continued) & Stream in Sustainability:

	Critical Thinking		
	3.1	3.2	3.3
BUSI 2819			I/D
BUSI 3119			A
BUSI 4120			A
BUSI 4219			A

Societal Need

As indicated in the current Carleton Strategic Integrated Plan and the Sprott Strategic Plan, sustainability is a key direction in the achievement of both plans. Sprott also recognizes the need to build leaders in better business by being an active member of PRME Principles for Responsible Management Education. The business environment today is demanding that employers and employees have knowledge of sustainable issues and are accountable for applying this knowledge in addressing issues. Providing students with the opportunity to build their knowledge in many areas including UN Sustainable Development Goals and ESG impact investing will benefit students in a wide-range of career paths post-graduation. Partners to Sprott such as Manulife and Sunlife are examples of employers that are currently working with us to support ESG initiatives and recognize the value in students who have knowledge in these practices.

Student Demand

A student led survey called the Positive Impact Rating (PIR), with data collected by the undergraduate Sprott Business Students' Society, and student societies within Sprott's graduate programs had students assess the positive impact Sprott had as a business school. Within the survey, three areas were measured: Energizing, Educating and Engaging. Within the Educating area, students assessed both program dimensions that integrated concepts such as sustainability and responsible management within the academic programs and learning methods used to teach and apply skills applicable to challenging societal issues, such as sustainability. The 2021 PIR rating out of 10 for Sprott in the area of Educating was:

- Overall Educating Score – 7.6
  - Program Score – 7.7
  - Learning Methods Score – 7.4
  - Student Support – 7.8

The undertaking of the survey alone indicates student interest and drive in understanding the current environment surrounding positive impact in a business school, and is a push from students to understand their demands and improve our rating in this area. An Educating score of 7.6 indicates that there is room for improvement and development, and numerous comments in the survey came from students focused on sustainability suggestions within academic programming:

Sprott student comments from 2021 Positive Impact Rating:

- 'Offering and requiring more sustainable courses'
- 'Teach more sustainability courses'
- 'Integrating social, ethical and environmental issues to course content…'
- 'Educating students on how to run a business that is sustainable and to identify employers who run ethical companies'
- 'Focusing on social issues and bringing them into the classroom like diversity in business issues, environmental sustainability and more as these issues have a direct effect on the business world today'
- 'Integrate ESG or impact investing in the student investment fund to show a commitment to all aspects of sustainable business and create more classes focused on sustainability'
- 'Continue including sustainability and environment awareness in their programs and the university'

Although this survey was only taken by students at Sprott, we believe the sentiment of increased exposure to practices in sustainable management is reflective of the student population as a whole at Carleton, with this data highlighting the detailed knowledge, understanding and demands that the business student population at Carleton holds based on current academic programming.

Resources

The following outlines that no additional resources are required:

a. *Faculty resources*: No additional resources are required as all students would be absorbed into our present offerings and courses will be absorbed into present faculty or CI loads. We do not anticipate offering additional sections.
b. *Contract instructors*: No additional resources are required as all students would be absorbed into our present offerings and courses will be absorbed into present faculty or CI loads. *Administrative support*: No additional administrative support needed and support will be absorbed by current administrative staff.
c. *Library resources*: No additional library support beyond what is presently held will be required.
d. *Space*: No labs or additional space is required.
e. *Equipment*: No additional equipment is required.

New Program Proposal

Date Submitted: 09/22/21 5:18 pm

Viewing: M1C : Minor in Business (Sustainability)

Last edit: 12/02/21 10:11 am

Last modified by: lisachow

Changes proposed by: EMILYMANTHA

In Workflow

1. **BUSI ChairDir UG**
2. **BUS Dean**
3. **BUS FCC**
4. **BUS FBoard**
5. **PRE SCCASP**
6. SCCASP
7. SQAPC
8. Senate
9. PRE CalEditor
10. CalEditor

Approval Path

1. 08/11/21 11:32 am Natalie Phelan (nataliephelan): Rollback to Initiator
2. 09/22/21 3:34 pm Howard Nemiroff (howardnemiroff): Rollback to Initiator
3. 11/30/21 4:25 pm Howard Nemiroff (howardnemiroff): Approved for BUSI ChairDir UG
4. 11/30/21 4:37 pm Howard Nemiroff (howardnemiroff): Approved for BUS Dean
5. 11/30/21 4:38 pm Howard Nemiroff (howardnemiroff): Approved for BUS FCC
6. 11/30/21 4:40 pm Howard Nemiroff (howardnemiroff): Approved for BUS FBoard

Effective Date	2022-23
Workflow	majormod
Program Code	M1C
Level	Undergraduate

Faculty	Sprott School of Business
Academic Unit	School of Business
Degree	Not Applicable
Title	Minor in Business (Sustainability)

Program Requirements

Minor in **Business (Sustainability)** (4.0 credits)

Only students pursuing an undergraduate program (except B.Com. and B.I.B.) requiring at least 20.0 credits to graduate and who have completed at least 4.0 credits toward their degree with a minimum Overall CGPA of 7.00 may be admitted to the Minor in **Business (Sustainability).**

Students who are required to leave the Minor due to a low Minor CGPA may not return to the Minor at any subsequent date.

Students are required to present a Minor CGPA of 5.00 or higher at graduation in order to be awarded a Minor in Business (Sustainability).

Requirements

1. 1.0 credit in:		1.0
BUSI 1800 [0.5]	Introduction to Business	
BUSI 2800 [0.5]	Entrepreneurship	
2. 2.0 credits in:		2.0
BUSI 2819 [0.0]	Sustainability Accounting and Social Finance	
BUSI 3119 [0.5]	Business and Environmental Sustainability I	
BUSI 4120 [0.0]	Environmental Sustainability Management	
BUSI 4219 [0.0]	Sustainability Marketing	
3. 1.0 credit in BUSI at the 2000-level or higher		1.0
4. The remaining requirements of the major discipline(s) and degree must be satisfied.		
Total Credits		4.0

New Resources	No New Resources
Summary	Minor in Business (Sustainability) for non-business students.
Rationale	A Minor in Sustainability is being introduced for students outside of BCom and BIB to provide access to fundamentals in business, as well as a focus on the field of sustainability as it pertains to business issues.
Transition/Implementation	Fall '22 implementation
Program reviewer comments	**nataliephelan (08/11/21 11:32 am):** Rollback: not sure if you need this one as well! **howardnemiroff (09/22/21 3:34 pm):** Rollback: edits req'd **nataliephelan (11/11/21 1:30 pm):** Changed minor CGPA required for graduation so it has two decimal places. **lisachow (12/02/21 10:11 am):** updated program code from TBD-2096 to M1C

Key: 2096

New Program Proposal

Date Submitted: 09/30/21 4:55 pm

Viewing: **TBD-2095 : Stream in Sustainability**

Last edit: 01/11/22 3:54 pm

Last modified by: nataliephelan

Changes proposed by: EMILYMANTHA

In Workflow

1. **BUSI ChairDir UG**
2. **BUS Dean**
3. **BUS FCC**
4. **BUS FBoard**
5. **PRE SCCASP**
6. SCCASP
7. SQAPC
8. Senate
9. PRE CalEditor
10. CalEditor

Approval Path

1. 09/22/21 3:35 pm
   Howard Nemiroff
   (howardnemiroff):
   Rollback to Initiator
2. 11/30/21 4:26 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUSI
   ChairDir UG
3. 11/30/21 4:37 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS Dean
4. 11/30/21 4:38 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FCC
5. 11/30/21 4:40 pm
   Howard Nemiroff
   (howardnemiroff):
   Approved for BUS FBoard

Effective Date	2022-23
Workflow	majormod
Program Code	TBD-2095
Level	Undergraduate
Faculty	Sprott School of Business
Academic Unit	School of Business

Degree	Not Applicable
Title	Stream in Sustainability

Program Requirements

Stream in Sustainability (2.0 credits)

Available to students in the B.Com. or B.I.B. programs only.

1. 2.0 credits in:		2.0
BUSI 2819 [0.0]	Sustainability Accounting and Social Finance	
BUSI 3119 [0.5]	Business and Environmental Sustainability I	
BUSI 4120 [0.0]	Environmental Sustainability Management	
BUSI 4219 [0.0]	Sustainability Marketing	
Total Credits		2.0

New Resources	No New Resources
Summary	Introducing a new stream in sustainability open to BCom and BIB students.
Rationale	A Stream in Sustainability is being introduced for students of BCom and BIB to gain in-depth knowledge in the field of sustainability as it pertains to business issues.
Transition/Implementation	Fall '22 implementation with the approval of new business courses in sustainability also being approved for Fall '22.
Program reviewer comments	**howardnemiroff (09/22/21 3:35 pm):** Rollback: edits req'd **nataliephelan (11/03/21 2:06 pm):** Reordered courses so they're alphanumeric. **nataliephelan (01/11/22 12:51 pm):** Added statement that the stream is restricted to Sprott students. **nataliephelan (01/11/22 3:54 pm):** Added statement restricting stream to Sprott students only.

Key: 2095

Associated Minors

BUSI 4219	Sustainability Marketing

Institutional Quality Assurance Process

Major Modifications – Sustainability Minor & Stream

Date: December 1, 2021

From: Sylvie Lafortune, Collections Librarian, Business and Public Affairs

To: Robyn Green, Program Officer, Office of the Vice-Provost & Associate Vice-President (Academic)

cc Amber Lannon, University Librarian
Laura Newton Miller, Head, Collections & Assessment
Sally Sax, Head, Electronic Resources & Acquisitions
Patti Harper, Head, Research Support Services

Recommendation

After review of Carleton University Library's information resources and services, no additional Library resources are required and so no report from the Library is necessary for the QA process for the major modifications to the following program:

o Sustainability Minor & Stream

This is a formal notification for your records.

Date Submitted: 05/20/21 4:32 pm

Viewing: **TBD-1227 : R-GR-ADMREQT-Design-M.Design**

Last approved: 05/03/17 4:25 pm

Last edit: 12/03/21 4:06 pm

Last modified by: sandrabauer

Changes proposed by: annakim

In Workflow

1. **IND ChairDir GR**
2. **IND FCC**
3. **GRAD Dean**
4. **PRE GRAD FCC**
5. **GRAD FCC**
6. **GRAD FBoard**
7. **PRE SCCASP**
8. SCCASP
9. SQAPC
10. Senate
11. CalEditor

Approval Path

1. 09/23/21 2:48 pm
   Bjarki Hallgrimsson
   (bjarkihallgrimsson):
   Approved for IND
   ChairDir GR
2. 09/23/21 2:50 pm
   Bjarki Hallgrimsson
   (bjarkihallgrimsson):
   Approved for IND FCC
3. 12/09/21 12:28 pm
   Sandra Bauer
   (sandrabauer): Approved
   for GRAD Dean
4. 12/09/21 12:32 pm
   Sandra Bauer
   (sandrabauer): Approved
   for PRE GRAD FCC
5. 12/15/21 6:05 pm
   Sandra Bauer
   (sandrabauer): Approved
   for GRAD FCC
6. 01/19/22 10:50 am
   Sandra Bauer
   (sandrabauer): Approved
   for GRAD FBoard

History

1. Jun 18, 2015 by Sandra
   Bauer (sandrabauer)
2. Jan 13, 2016 by Sandra
   Bauer (sandrabauer)

Calendar Pages Using this Program	**Design**

Effective Date	2022-23
Workflow	**majormod** ~~minormod~~
Program Code	TBD-1227
Level	Graduate
Faculty	Faculty of Engineering and Design
Academic Unit	School of Industrial Design
Degree	
Title	R-GR-ADMREQT-Design-M.Design

Program Requirements

Admission

The University's general requirements for admission are outlined in Section 2.1 of the General Regulations in the Graduate Calendar.

Applicants must have successfully completed a bachelor's degree in a design discipline, or the equivalent, with **B+** ~~B-~~ or higher overall.

Applicants with a design-related background, but not a degree in design, will be required to demonstrate significant links between their academic background and professional experience in the design development process.

In addition to these academic credentials, applicants must submit the following materials to the School of Industrial Design:

- Application Form
- Statement of Intent (One page)

The quality of the statement of intent is critical to the likelihood of an applicant's admission. The writing should be succinct and as carefully considered as the content of the statement, which should address at least the four following areas:

- What is the area of intended research with specific reference to the program courses and the expertise of the faculty members
- How the applicant's academic background and professional experience relates to the program with reference to any previous research, scholarship, or project experience with interdisciplinary or collaborative teams
- How the intended research program will align with the objectives of the program relating to: design research, interdisciplinary design development, strategic design planning, knowledge creation and dissemination
- An explanation of the specific reasons for choosing the School of Industrial Design at Carleton University

Portfolio

The portfolio should provide the best examples of creative intellectual activity and recent professional work that indicates the applicant is sufficiently prepared to pursue studies in the program. These activities may be represented by proposals, reports, and/or analysis documents. Emphasis should be placed on evidence of understanding the communication of design ideas in visual form.

The presentation of the portfolio should be professional and facilitate the review process of the content, and should be submitted in prescribed format.

Two Letters of Recommendation

Applicants must provide two (2) confidential letters of reference appended to prescribed recommendation forms.

Language Proficiency

Proficiency in English is necessary to pursue graduate studies at Carleton University. All applicants are required to meet the requirements set out in Section 3.6 of the General Regulations of this Calendar.

Qualifying Year Program

Candidates with admission deficiencies would be required to successfully complete additional prescribed courses to qualify for admission. Applicants without a degree in design may be required to register for up to 2.0 credits of courses selected from the undergraduate Bachelor of Industrial Design program, in consultation with the Graduate Program Coordinator.

All courses must be approved by the Graduate Program Coordinator of the School in consultation with the Faculty of Graduate Studies and Research. (See General Regulations Section 2.3, "Completion of the Qualifying Year", for more details.) Completion of the Qualifying Year is not a guarantee of admission to the Master of Design. Re-application to the M.Des. program is required.

Accelerated Pathway

The accelerated pathway in Industrial Design is a flexible and individualized plan of graduate study for students in the final year of the Bachelor of Industrial Design.

Students in their third-year of study in the Bachelor of Industrial Design should consult with both the Director and the Graduate Program Coordinator to determine if the accelerated pathway is appropriate for them and to confirm their selection of courses.

Accelerated Pathway Requirements

1. A maximum of 1.0 credits with 5000-level courses.
2. Minimal overall CGPA of B+

Students may receive advanced standing with transfer of credit of up to 1.0 credit which can reduce their time to completion.

New Resources	No New Resources
Summary	In second paragraph change B- to B+.
Rationale for change	All other online info indicated B+ so this is to align with other pages information.
Transition/Implementation	This change will only affect incoming students.

Program reviewer comments	**sandrabauer (12/03/21 4:06 pm):** Change to major mod

Key: 1227

Date Submitted: 09/03/21 11:21 am

Viewing: **MJ-4 : M.Journalism**

Last approved: 03/22/19 9:12 am

Last edit: 12/15/21 5:58 pm

Last modified by: sandrabauer

Changes proposed by: sandrabauer

In Workflow

1. JOUR ChairDir GR
2. PA Dean
3. GRAD Dean
4. PRE GRAD FCC
5. GRAD FCC
6. GRAD FBoard
7. PRE SCCASP
8. SCCASP
9. SQAPC
10. Senate
11. CalEditor

Approval Path

1. 08/17/21 6:48 pm
   Melanie Leblanc
   (melanieleblanc):
   Approved for JOUR
   ChairDir GR
2. 09/02/21 4:32 pm
   Sandra Bauer
   (sandrabauer): Rollback
   to Initiator
3. 09/03/21 11:19 am
   Melanie Leblanc
   (melanieleblanc):
   Rollback to Initiator
4. 09/03/21 11:22 am
   Melanie Leblanc
   (melanieleblanc):
   Approved for JOUR
   ChairDir GR
5. 09/13/21 11:06 am
   David Mendeloff
   (davidmendeloff):
   Approved for PA Dean
6. 10/19/21 10:05 am
   Sandra Bauer
   (sandrabauer): Approved
   for GRAD Dean
7. 10/19/21 10:07 am
   Sandra Bauer
   (sandrabauer): Approved
   for PRE GRAD FCC
8. 11/25/21 9:09 pm
   Sandra Bauer
   (sandrabauer): Rollback
   to PRE GRAD FCC for
   GRAD FCC

9. 11/25/21 9:24 pm Sandra Bauer (sandrabauer): Rollback to GRAD Dean for PRE GRAD FCC
10. 12/07/21 2:11 pm Sandra Bauer (sandrabauer): Approved for GRAD Dean
11. 12/07/21 2:36 pm Sandra Bauer (sandrabauer): Approved for PRE GRAD FCC
12. 12/15/21 5:58 pm Sandra Bauer (sandrabauer): Approved for GRAD FCC
13. 01/19/22 10:49 am Sandra Bauer (sandrabauer): Approved for GRAD FBoard

History

1. Jun 25, 2014 by sandra
2. Oct 1, 2014 by sandra
3. Mar 30, 2015 by vickih
4. May 11, 2015 by sandra
5. May 20, 2015 by sandra
6. Jun 17, 2015 by Sandra Bauer (sandrabauer)
7. May 7, 2017 by Sandra Bauer (sandrabauer)
8. Jan 4, 2018 by carolecraswell
9. Apr 5, 2018 by carolecraswell
10. Mar 22, 2019 by carolecraswell

Calendar Pages Using this Program	Journalism
Effective Date	2022-23
Workflow	**majormod** ~~minormod~~
Program Code	MJ-4
Level	Graduate
Faculty	Faculty of Public Affairs
Academic Unit	School of Journalism and Communication (JOUR)

Degree   Master of Journalism

Title   M.Journalism

Program Requirements

Program Requirements

M. Journalism **(8.0** ~~(10.0~~ credits)

M. Journalism (Professional Practice pathway)

First Year Requirements:

Students must complete the following courses before proceeding to the second year of study:

1. 4.5 credits in:		**4.5**
JOUR 5000 [0.5]	**Journalism in a Changing Society**	
JOUR 5002 [0.5]	**Journalism, Race and Diversity**	
JOUR 5200 [1.0]	**Introduction to Reporting**	
JOUR 5202 [1.0]	**Broadcast Journalism Laboratory**	
JOUR 5206 [0.5]	**Introduction to Investigative Journalism**	
JOUR 5401 [0.5]	**Journalism Law**	
JOUR 5706 [0.5]	**In-Depth Reporting Seminar**	

Second Year Requirements:

2. 1.0 credit in:		**1.0**
JOUR 5908 [1.0]	**M. Journalism Research Project**	
3. 0.5 credit in:		**0.5**
JOUR 5001 [0.5]	**Entrepreneurial Journalism**	
4. 0.5 credit from:		**0.5**
JOUR 5003 [0.5]	**Advanced Journalism: Multimedia**	
JOUR 5004 [0.5]	**Advanced Journalism: Audio**	
JOUR 5005 [0.5]	**Advanced Journalism: Video**	
5. 0.5 credit from:		**0.5**
JOUR 5300 [0.5]	**Specialized Journalism: Special Topic**	
JOUR 5301 [0.5]	**Specialized Journalism: Business and the Markets**	
JOUR 5302 [0.5]	**Specialized Journalism: Business and Canadian Society**	
JOUR 5303 [0.5]	**Specialized Journalism: Health and Science**	
JOUR 5304 [0.5]	**Specialized Journalism: Environment and Science**	
JOUR 5306 [0.5]	**Specialized Journalism: Canada and the World**	
JOUR 5308 [0.5]	**Specialized Journalism: Sports and Sport Culture**	
JOUR 5309 [0.5]	**Specialized Journalism: Arts and Culture**	
JOUR 5310 [0.5]	**Specialized Journalism: Justice and the Law**	
JOUR 5311 [0.5]	**Specialized Journalism: Justice and The Supreme Court**	
JOUR 5315 [0.5]	**Specialized Journalism: Canada and the U.S.**	
6. 1.0 credit in approved electives		**1.0**

Note: As a condition of graduation, students normally are required to acquire a minimum of eight weeks practical experience in the media. For qualified applicants, the program may deem the requirement to have been met.

Total Credits   8.0

M. Journalism (Journalism Studies pathway)

First Year requirements:

Students must complete the following courses before proceeding to the second year of study:

1. 4.5 credits in: **4.5**

    JOUR 5000 [0.5]   **Journalism in a Changing Society**

    JOUR 5002 [0.5]   **Journalism, Race and Diversity**

    JOUR 5200 [1.0]   **Introduction to Reporting**

    JOUR 5202 [1.0]   **Broadcast Journalism Laboratory**

    JOUR 5206 [0.5]   **Introduction to Investigative Journalism**

    JOUR 5401 [0.5]   **Journalism Law**

    JOUR 5706 [0.5]   **In-Depth Reporting Seminar**

Second Year requirements:

2. 1.5 credits in electives related to the study of the media, chosen in consulation with the Supervisor of Graduate Studies   **1.5**

3. 2.0 credits in: **2.0**

    JOUR 5909 [2.0]   **M.Journalism Thesis**

Total Credits   8.0

M. ~~Note:~~ Journalism (Advanced entry - 5.0 credits)

~~Requirements:~~

~~First Year~~

~~Candidates admitted to Year One of the Master of Journalism program must complete the following courses before proceeding to the second year of study:~~

~~1. 4.0 credits in:~~   ~~4.0~~

    ~~JOUR 5000 [0.5]~~   ~~Journalism in a Changing Society~~

    ~~JOUR 5200 [1.0]~~   ~~Introduction to Reporting~~

    ~~JOUR 5202 [1.0]~~   ~~Broadcast Journalism Laboratory~~

    ~~JOUR 5206 [0.5]~~   ~~Introduction to Investigative Journalism~~

    ~~JOUR 5401 [0.5]~~   ~~Journalism Law~~

    ~~JOUR 5706 [0.5]~~   ~~In-Depth Reporting Seminar~~

~~2. 1.0 credit in~~ approved electives   ~~1.0~~

~~Year One M.Journalism candidates may be considered for advanced standing in certain of the required courses listed above, but in such cases will be required to replace waived courses with approved options.~~

~~Second Year~~   ~~5.0~~

~~Students entering second year choose to complete their degree with an emphasis on either professional practice or journalism studies.~~

~~Second Year - Professional Practice Completion Pathway~~

~~Those choosing the professional practice completion pathway will each select a primary media area of interest; those selecting a text-based option will take JOUR 5700, and those selecting audio or video will take JOUR 5702.~~

~~Students will complete a Master's Research Project (MRP JOUR 5908) in a format consistent with their primary media area of interest and will enrol in a corresponding Advanced Journalism course. In addition, they will take one other Advanced Journalism course, two specialized "beat" journalism courses and 1.0 credits of approved electives. The course of studies is as follows:~~

~~3. 1.0 credit in:~~

    ~~JOUR 5908 [1.0]~~   ~~M. Journalism Research Project (See Note, below)~~

4. **1.0 credit from:**

JOUR 5700 [0.0] Course JOUR 5700 Not Found

JOUR 5702 [1.0] Broadcast Journalism

5. **1.0 credit from:**

JOUR 5003 [0.5] Advanced Journalism: Multimedia

JOUR 5004 [0.5] Advanced Journalism: Audio

JOUR 5005 [0.5] Advanced Journalism: Video

6. **1.0 credit from:**

JOUR 5300 [0.5] Specialized Journalism: Special Topic

JOUR 5301 [0.5] Specialized Journalism: Business and the Markets

JOUR 5302 [0.5] Specialized Journalism: Business and Canadian Society

JOUR 5303 [0.5] Specialized Journalism: Health and Science

JOUR 5304 [0.5] Specialized Journalism: Environment and Science

JOUR 5306 [0.5] Specialized Journalism: Canada and the World

JOUR 5308 [0.5] Specialized Journalism: Sports and Sport Culture

JOUR 5309 [0.5] Specialized Journalism: Arts and Culture

JOUR 5310 [0.5] Specialized Journalism: Justice and the Law

JOUR 5311 [0.5] Specialized Journalism: Justice and The Supreme Court

JOUR 5315 [0.5] Specialized Journalism: Canada and the U.S.

7. **1.0 credit in** approved electives

Note: under special circumstances, and with the School's approval, a student pursuing the professional practice completion pathway could replace JOUR 5908 and 1.0 credit of approved courses above with a 2.0 credit M.J. Thesis, JOUR 5909.

Second Year - Journalism Studies Completion Pathway

Students choosing the journalism studies completion pathway must complete the following:

3. **0.5 credit in:**

JOUR 5500 [0.0] Course JOUR 5500 Not Found

4. **2.5 credits in** electives related to the study of the media, chosen in consultation with the Supervisor of Graduate Studies. JOUR 5000 is required if admitted directly to Year Two. Students who completed this course in first year will substitute an approved Journalism replacement option.

5. **2.0 credits in:**

JOUR 5909 [2.0] M.Journalism Thesis

Total Credits 0.0

M. Journalism (Professional Practice pathway, advanced entry)

Requirements:

1. **0.5 credit in:** 0.5

JOUR 5000 [0.5] Journalism in a Changing Society

2. **0.5 credit in:** 0.5

JOUR 5001 [0.5] Entrepreneurial Journalism

3. **0.5 credit from:** 0.5

JOUR 5003 [0.5] Advanced Journalism: Multimedia

JOUR 5004 [0.5] Advanced Journalism: Audio

JOUR 5005 [0.5] Advanced Journalism: Video

4. **0.5 credit from:** 0.5

JOUR 5300 [0.5] Specialized Journalism: Special Topic

JOUR 5301 [0.5] Specialized Journalism: Business and the Markets

JOUR 5302 [0.5] Specialized Journalism: Business and Canadian Society

JOUR 5303 [0.5]   **Specialized Journalism: Health and Science**

JOUR 5304 [0.5]   **Specialized Journalism: Environment and Science**

JOUR 5306 [0.5]   **Specialized Journalism: Canada and the World**

JOUR 5308 [0.5]   **Specialized Journalism: Sports and Sport Culture**

JOUR 5309 [0.5]   **Specialized Journalism: Arts and Culture**

JOUR 5310 [0.5]   **Specialized Journalism: Justice and the Law**

JOUR 5311 [0.5]   **Specialized Journalism: Justice and The Supreme Court**

JOUR 5315 [0.5]   **Specialized Journalism: Canada and the U.S.**

5. 2.0 credits in approved electives related to the study of media   **2.0**

6. 1.0 credit in: **1.0**

JOUR 5908 [1.0]   **M. Journalism Research Project**

Note: As a condition of graduation, students normally are required to acquire a minimum of eight weeks practical experience in the media. For qualified applicants, the program may deem the requirement to have been met.

Total Credits   5.0

M. Journalism (Journalism Studies pathway, advanced entry)

Requirements:

1. 0.5 credit in: **0.5**

JOUR 5000 [0.5]   **Journalism in a Changing Society**

2. 2.5 credits in approved electives related to the study of the media, chosen in consultation with the Supervisor of Graduate Studies   **2.5**

3. 2.0 credits in: **2.0**

JOUR 5909 [2.0]   **M.Journalism Thesis**

Total Credits   5.0

~~As a condition for graduation, all students in both completion options are required to have a minimum of four months of practical experience in the media, and a working knowledge of a second language, preferably French.For qualified applicants, the School may deem the requirement(s) to have been met.~~

New Resources	No New Resources
Summary	Overview - total required reduced to 8.0 from 10.0, and requirement for second language removed (removal of language reqt is a major mod). Modify wording regarding practical experience to allow flexibility. Addition of JOUR 5002 Journalism, Race, Diversity (first year), and JOUR 5001 Entrepreneurial Journalism for the professional pathway in the second year. Details: 1) Reduce total credits required to 8.0 from 10.0. First Year – change from 5.0 to 4.5 credits required - 2) Item 1 change from 4.0 to 4.5 credits and add JOUR 5002 Journalism, Race, Diversity - 3) Item 2 1.0 credit in approved electives – remove. Second Year – change from 5.0 to 3.5 credits required. 4) Professional Practice pathway – remove notes (advisory in nature or requirements are being modified). 5) Add new item 3: 0.5 credit in JOUR 5001 Entrepreneurial Journalism 6) Item 4 (former item 5) reduce to 0.5 credit from 1.0 credit 7) Item 5 (former item 6) reduce to 0.5 credit from 1.0 credit 8) Item 7 (new) add item clarifying requirements for students admitted directly into second year. Journalism Studies Pathway 9) Remove note "under special circumstances…" 10) Add new Item 4 clarifying requirements for students admitted directly into Second year. 11) Modify wording regarding practical experience. 12) Remove requirement for second language as described in Note.

Rationale for change	With a smaller number of credits the program will be more sharply-focused. First year would consist of core, required courses, while second year would offer elective choices while reducing required courses, in order to allow the students more time to devote to their MRPs. Language requirement: Most of our incoming students already have a second language and those that do not have one are not likely going to acquire one during the program. Thus, this requirement poses a potential barrier for some deserving students that show journalistic promise. While a second-language is an asset, it is not the norm for it to be required in Canadian Master of Journalism programs and most of our graduates do not work in locations that require French/English bilingualism. Rationale for changing from 16 weeks to eight weeks: The 16-week requirement was adopted at the program's inception with the idea that students would spend their summer between first and second year working at paid newsroom jobs. That has been eroded over the decades and current students often scrape together a couple of weeks here and there of unpaid placements. We propose the change to make our practical experience requirement more equitable. At 16 weeks, the requirement poses a barrier for students who cannot afford to sacrifice almost four months of time that takes them away from paying jobs. Thus, the requirement of 16 weeks privileges students who can afford to work for free. Participation in unpaid internships is currently under review in Journalism programs across the country and J-Schools Canada, the umbrella organization for programs nationwide, is studying the issue and is planning to provide guidance. At the same time, we recognize that on-the-job training with our estimated 50 media partners across Canada is an attractive element of our program for many students, many of whom have successfully turned the placements into future jobs. The training is a crucial element of a professional degree that cannot be replicated in the classroom. We also have media internships through the Centre for Media and Transitional Societies, which is based in our School. In partnership with Students Without Borders and Uniterra, it offers placements throughout Africa, Latin America, and Asia. We believe eight weeks strikes a balance.
Transition/Implementation	Pending Senate approval, the changes to the Master of Journalism will be adopted for all students that begin the program in the Fall of 2022. Students currently enrolled in the program will have the choice of switching to the new regulations. It is expected that most students will do so, given that the revised program requires 2.0 fewer credits than the existing one.
Program reviewer comments	**sandrabauer (09/02/21 4:32 pm):** Rollback: Resubmit as major mod **melanieleblanc (09/03/21 11:19 am):** Rollback: to add: Most of our incoming students already have a second language and those that do not have one are not likely going to acquire one during the program. Thus, this requirement poses a potential barrier for some deserving students that show journalistic promise. While a second-language is an asset, it is not the norm for it to be required in Canadian Master of Journalism programs and most of our graduates do not work in locations that require French/English bilingualism. **sandrabauer (11/25/21 9:09 pm):** Rollback: Hold until Dec. 14 meeting **sandrabauer (11/25/21 9:24 pm):** Rollback: Bring to Dec.14 PnP **sandrabauer (12/07/21 2:10 pm):** Per SJC, revised practical experience component and added rationale **sandrabauer (12/14/21 2:46 pm):** remove 'completion' from pathway, change 'second-year entry' to 'advanced entry, per P&P suggestion and in consultation w SJC

Key: 966

Date Submitted: 09/03/21 11:18 am

Viewing: MJ-JSAS : M. ~~Master of~~ Journalism with Specialization in African Studies

Last approved: 03/22/19 9:15 am

Last edit: 12/14/21 3:34 pm

Last modified by: sandrabauer

Changes proposed by: melanieleblanc

In Workflow

1. **AFRI ChairDir GR**
2. **JOUR ChairDir GR**
3. **AS Dean**
4. **PA Dean**
5. **GRAD Dean**
6. **PRE GRAD FCC**
7. **GRAD FCC**
8. **GRAD FBoard**
9. **PRE SCCASP**
10. SCCASP
11. SQAPC
12. Senate
13. CalEditor

Approval Path

1. 07/20/21 4:26 pm Femi Ajidahun (femiajidahun): Approved for AFRI ChairDir GR
2. 07/20/21 4:42 pm Melanie Leblanc (melanieleblanc): Approved for JOUR ChairDir GR
3. 09/02/21 4:33 pm Sandra Bauer (sandrabauer): Rollback to Initiator
4. 09/10/21 11:51 am Sandra Bauer (sandrabauer): Approved for AFRI ChairDir GR
5. 09/23/21 12:52 pm Sandra Bauer (sandrabauer): Approved for JOUR ChairDir GR
6. 10/21/21 11:58 am Peter Thompson (peterthompson): Approved for AS Dean
7. 10/21/21 12:06 pm David Mendeloff (davidmendeloff): Approved for PA Dean
8. 10/21/21 12:24 pm Sandra Bauer

(sandrabauer): Approved for GRAD Dean

9. 10/21/21 12:33 pm Sandra Bauer (sandrabauer): Approved for PRE GRAD FCC

10. 11/25/21 9:09 pm Sandra Bauer (sandrabauer): Rollback to PRE GRAD FCC for GRAD FCC

11. 11/25/21 9:25 pm Sandra Bauer (sandrabauer): Rollback to GRAD Dean for PRE GRAD FCC

12. 12/07/21 2:03 pm Sandra Bauer (sandrabauer): Approved for GRAD Dean

13. 12/07/21 2:36 pm Sandra Bauer (sandrabauer): Approved for PRE GRAD FCC

14. 12/15/21 5:48 pm Sandra Bauer (sandrabauer): Approved for GRAD FCC

15. 01/19/22 10:49 am Sandra Bauer (sandrabauer): Approved for GRAD FBoard

History

1. Mar 30, 2015 by carolecraswell
2. Apr 29, 2015 by vickisaveland
3. May 11, 2015 by sandra
4. May 11, 2015 by sandra
5. May 20, 2015 by sandra
6. May 7, 2017 by Sandra Bauer (sandrabauer)
7. May 8, 2017 by Sandra Bauer (sandrabauer)
8. Jan 4, 2018 by carolecraswell
9. Apr 20, 2018 by Sandra Bauer (sandrabauer)
10. Mar 22, 2019 by Sandra Bauer (sandrabauer)

Calendar Pages Using this   Journalism

Program	African Studies

Effective Date	2022-23
Workflow	**majormod** ~~minormod~~
Program Code	MJ-JSAS
Level	Graduate
Faculty	Faculty of Public Affairs Faculty of Arts and Social Sciences
Academic Unit	School of Journalism and Communication (JOUR) Institute of African Studies
Degree	Master of Journalism
Title	**M.** ~~Master of~~ Journalism with Specialization in African Studies

Program Requirements

Program Requirements

M. Journalism
with **Collaborative** Specialization in African Studies **(8.0** ~~(10.0~~ credits)

M. Journalism with Collaborative Specialization in African Studies (Professional Practice pathway)

First Year requirements:

Students must complete the following courses before proceeding to the second year of study:

1. **0.5 credit in:**		**0.5**
AFRI 5000 [0.5]	**African Studies as a Discipline: Historical and Current Perspectives**	
2. **0.0 credit in:**		
AFRI 5800 [0.0]	**Scholarly Preparation in African Studies**	
3. **4.5 credits in:**		**4.5**
JOUR 5000 [0.5]	**Journalism in a Changing Society**	
JOUR 5002 [0.5]	**Journalism, Race and Diversity**	
JOUR 5200 [1.0]	**Introduction to Reporting**	
JOUR 5202 [1.0]	**Broadcast Journalism Laboratory**	
JOUR 5206 [0.5]	**Introduction to Investigative Journalism**	
JOUR 5401 [0.5]	**Journalism Law**	
JOUR 5706 [0.5]	**In-Depth Reporting Seminar**	
4. **0.5 credit in approved African Studies elective**		**0.5**

Second Year requirements:

2. **1.0 credit in:**		**1.0**
JOUR 5908 [1.0]	**M. Journalism Research Project (in the specialization)**	
3. **0.5 credit in:**		**0.5**
JOUR 5001 [0.5]	**Entrepreneurial Journalism**	

4. **0.5 credit from:**   **0.5**

    JOUR 5003 [0.5]   **Advanced Journalism: Multimedia**

    JOUR 5004 [0.5]   **Advanced Journalism: Audio**

    JOUR 5005 [0.5]   **Advanced Journalism: Video**

5. **0.5 credit from:**   **0.5**

    JOUR 5300 [0.5]   **Specialized Journalism: Special Topic**

    JOUR 5301 [0.5]   **Specialized Journalism: Business and the Markets**

    JOUR 5302 [0.5]   **Specialized Journalism: Business and Canadian Society**

    JOUR 5303 [0.5]   **Specialized Journalism: Health and Science**

    JOUR 5304 [0.5]   **Specialized Journalism: Environment and Science**

    JOUR 5306 [0.5]   **Specialized Journalism: Canada and the World**

    JOUR 5308 [0.5]   **Specialized Journalism: Sports and Sport Culture**

    JOUR 5309 [0.5]   **Specialized Journalism: Arts and Culture**

    JOUR 5310 [0.5]   **Specialized Journalism: Justice and the Law**

    JOUR 5311 [0.5]   **Specialized Journalism: Justice and The Supreme Court**

    JOUR 5315 [0.5]   **Specialized Journalism: Canada and the U.S.**

Note: As a condition of graduation, students normally are required to acquire a minimum of eight weeks practical experience in the media. For qualified applicants, the program may deem the requirement to have been met.

Total Credits   8.0

M. Journalism with Collaborative Specialization in African Studies (Journalism Studies pathway)

First Year requirements:

Students must complete the following courses before proceeding to the second year of study:

1. **0.5 credit in:**   **0.5**

    AFRI 5000 [0.5]   **African Studies as a Discipline: Historical and Current Perspectives**

2. **0.0 credit in:**

    AFRI 5800 [0.0]   **Scholarly Preparation in African Studies**

3. **4.5 credits in:**   **4.5**

    JOUR 5000 [0.5]   **Journalism in a Changing Society**

    JOUR 5002 [0.5]   **Journalism, Race and Diversity**

    JOUR 5200 [1.0]   **Introduction to Reporting**

    JOUR 5202 [1.0]   **Broadcast Journalism Laboratory**

    JOUR 5206 [0.5]   **Introduction to Investigative Journalism**

    JOUR 5401 [0.5]   **Journalism Law**

    JOUR 5706 [0.5]   **In-Depth Reporting Seminar**

Second Year requirements:

4. **1.0 credits in electives related to the study of the media, chosen in consulation with the Supervisor of Graduate Studies**   **1.0**

5. **2.0 credits in:**   **2.0**

    JOUR 5909 [2.0]   **M.Journalism Thesis (in the specialization)**

Total Credits   8.0

M. ~~Note:~~ Journalism

with Collaborative Specialization in African Studies (Advanced entry - 5.0 credits)

~~Requirements:~~

~~First Year~~

Candidates admitted to Year One of the Master of Journalism program must complete the following courses before proceeding to the second year of study:

1. 0.5 credit in: 0.5

     AFRI 5000 [0.5]   African Studies as a Discipline: Historical and Current Perspectives

2. 0.0 credit in: 0.0

     AFRI 5800 [0.0]   Scholarly Preparation in African Studies

3. 4.0 credits in: 4.0

     JOUR 5000 [0.5]   Journalism in a Changing Society (see note below)

     JOUR 5200 [1.0]   Introduction to Reporting

     JOUR 5202 [1.0]   Broadcast Journalism Laboratory

     JOUR 5206 [0.5]   Introduction to Investigative Journalism

     JOUR 5401 [0.5]   Journalism Law

     JOUR 5706 [0.5]   In-Depth Reporting Seminar (see note below)

4. 0.5 credit in approved African Studies elective   0.5

Year One M.J. candidates may be considered for advanced standing in certain of the required courses listed above, but in such cases will be required to replace waived courses with approved options.

Note: course deliverables for JOUR 5000 and JOUR 5706 must be on an approved African Studies theme.

Second Year   5.0

Students entering second year choose to complete their degree with an emphasis on either professional practice or journalism studies.

Second Year - Professional Practice Completion Option

Those choosing the professional practice completion option will each select a primary media area of interest. Those selecting a text-based option will take JOUR 5700, and those selecting audio or video will take JOUR 5702.

Students will complete a Master's Research Project (JOUR 5908) in a format consistent with their primary media area of interest and will enrol in a corresponding Advanced Journalism course. In addition, they will take one other Advanced Reporting course, two specialized "beat" journalism courses and 1.0 credits of approved electives. The course of studies is as follows:

3. 1.0 credit in:

     JOUR 5908 [1.0]   M. Journalism Research Project

4. 1.0 credit from:

     JOUR 5700 [0.0]   Course JOUR 5700 Not Found

     JOUR 5702 [1.0]   Broadcast Journalism

5. 1.0 credit from:

     JOUR 5003 [0.5]   Advanced Journalism: Multimedia

     JOUR 5004 [0.5]   Advanced Journalism: Audio

     JOUR 5005 [0.5]   Advanced Journalism: Video

6. 1.0 credit from:

     JOUR 5300 [0.5]   Specialized Journalism: Special Topic

     JOUR 5301 [0.5]   Specialized Journalism: Business and the Markets

     JOUR 5302 [0.5]   Specialized Journalism: Business and Canadian Society

     JOUR 5303 [0.5]   Specialized Journalism: Health and Science

     JOUR 5304 [0.5]   Specialized Journalism: Environment and Science

     JOUR 5306 [0.5]   Specialized Journalism: Canada and the World

     JOUR 5308 [0.5]   Specialized Journalism: Sports and Sport Culture

     JOUR 5309 [0.5]   Specialized Journalism: Arts and Culture

     JOUR 5310 [0.5]   Specialized Journalism: Justice and the Law

     JOUR 5311 [0.5]   Specialized Journalism: Justice and The Supreme Court

     JOUR 5315 [0.5]   Specialized Journalism: Canada and the U.S.

~~7. 1.0 credit in electives related to the study of the media, chosen in consultation with the Supervisor of Graduate Studies.~~

~~Note: under special circumstances, and with the School's approval, a student could replace JOUR 5908 and 1.0 credit of approved courses with a 2.0-credit thesis, JOUR 5909.~~

~~Second Year - Journalism Studies Completion Option~~

~~Students choosing the journalism studies completion with specialization in African Studies must complete the following:~~

~~3. 0.5 credit in:~~

~~JOUR 5500 [0.0] Course JOUR 5500 Not Found~~

~~4. 2.5 credits in electives related to the study of the media, chosen in consultation with the Supervisor of Graduate Studies. JOUR 5000 Journalism and Society I required if admitted directly to Year Two. Students who completed this course in first year will substitute an approved Journalism replacement option.~~

~~5. 2.0 credits in:~~

~~JOUR 5909 [2.0] M.Journalism Thesis (in the specialization)~~

Total Credits	0.0

M. Journalism with Collaborative Specialization in African Studies (Professional Practice pathway, advanced entry)

Requirements:

1. 0.5 credit in:	**0.5**
AFRI 5000 [0.5] **African Studies as a Discipline: Historical and Current Perspectives**	
2. 0.0 credit in:	
AFRI 5800 [0.0] **Scholarly Preparation in African Studies**	
1. 0.5 credit in:	**0.5**
JOUR 5000 [0.5] **Journalism in a Changing Society**	
2. 0.5 credit in:	**0.5**
JOUR 5001 [0.5] **Entrepreneurial Journalism**	
3. 0.5 credit from:	**0.5**
JOUR 5003 [0.5] **Advanced Journalism: Multimedia**	
JOUR 5004 [0.5] **Advanced Journalism: Audio**	
JOUR 5005 [0.5] **Advanced Journalism: Video**	
4. 0.5 credit from:	**0.5**
JOUR 5300 [0.5] **Specialized Journalism: Special Topic**	
JOUR 5301 [0.5] **Specialized Journalism: Business and the Markets**	
JOUR 5302 [0.5] **Specialized Journalism: Business and Canadian Society**	
JOUR 5303 [0.5] **Specialized Journalism: Health and Science**	
JOUR 5304 [0.5] **Specialized Journalism: Environment and Science**	
JOUR 5306 [0.5] **Specialized Journalism: Canada and the World**	
JOUR 5308 [0.5] **Specialized Journalism: Sports and Sport Culture**	
JOUR 5309 [0.5] **Specialized Journalism: Arts and Culture**	
JOUR 5310 [0.5] **Specialized Journalism: Justice and the Law**	
JOUR 5311 [0.5] **Specialized Journalism: Justice and The Supreme Court**	
JOUR 5315 [0.5] **Specialized Journalism: Canada and the U.S.**	
5. 1.5 credits in approved electives related to the study of media	**1.5**
6. 1.0 credit in:	**1.0**
JOUR 5908 [1.0] **M. Journalism Research Project (in the specialization)**	

Note: As a condition of graduation, students normally are required to acquire a minimum of eight weeks practical experience in the media. For qualified applicants, the program may deem the requirement to have been met.

Total Credits	5.0

M. Journalism with Collaborative Specialization in African Studies (Journalism Studies pathway, advanced entry)

Requirements:

1. **0.5 credit in:**   **0.5**

  AFRI 5000 [0.5]   **African Studies as a Discipline: Historical and Current Perspectives**

2. **0.0 credit in:**

  AFRI 5800

3. **0.5 credit in:**   **0.5**

  JOUR 5000 [0.5]   **Journalism in a Changing Society**

2. **2.0 credits in approved electives related to the study of the media, chosen in consultation with the Supervisor of Graduate Studies**   **2.0**

3. **2.0 credits in:**   **2.0**

  JOUR 5909 [2.0]   **M.Journalism Thesis (in the specialization)**

Total Credits   5.0

~~As a condition for graduation, all students in both completion options are required to have a minimum of four months of practical experience in the media, and a working knowledge of a second language, preferably French.For qualified applicants, the School may deem the requirement(s) to have been met.~~

New Resources	No New Resources
Summary	Overview: total required reduced to 8.0 from 10.0, and requirement for second language removed (removal of language reqt is a major mod). Modify practical experience requirement to reduce number of weeks and allow flexibility. Addition of JOUR 5002 Journalism, Race, Diversity (first year), and JOUR 5001 Entrepreneurial Journalism for the professional pathway in the second year.
Rationale for change	With a smaller number of credits the program will be more sharply-focused. First year would consist of core, required courses, while second year would offer elective choices while reducing required courses, in order to allow the students more time to devote to their MRPs. Deletion of language requirement: Most of our incoming students already have a second language and those that do not have one are not likely going to acquire one during the program. Thus, this requirement poses a potential barrier for some deserving students that show journalistic promise. While a second-language is an asset, it is not the norm for it to be required in Canadian Master of Journalism programs and most of our graduates do not work in locations that require French/English bilingualism. Rationale for changing from 16 weeks practical experience to eight weeks: The 16-week requirement was adopted at the program's inception with the idea that students would spend their summer between first and second year working at paid newsroom jobs. That has been eroded over the decades and current students often scrape together a couple of weeks here and there of unpaid placements. We propose the change to make our practical experience requirement more equitable. At 16 weeks, the requirement poses a barrier for students who cannot afford to sacrifice almost four months of time that takes them away from paying jobs. Thus, the requirement of 16 weeks privileges students who can afford to work for free. Participation in unpaid internships is currently under review in Journalism programs across the country and J-Schools Canada, the umbrella organization for programs nationwide, is studying the issue and is planning to provide guidance. At the same time, we recognize that on-the-job training with our estimated 50 media partners across Canada is an attractive element of our program for many students, many of whom have successfully turned the placements into future jobs. The training is a crucial element of a professional degree that cannot be replicated in the classroom. We also have media internships through the Centre for Media and Transitional Societies, which is based in our School. In partnership with Students Without Borders and Uniterra, it offers placements throughout Africa, Latin America, and Asia. We believe eight weeks strikes a balance.
Transition/Implementation	Pending Senate approval, the changes to the Master of Journalism will be adopted for all students that begin the program in the Fall of 2022. Students currently enrolled in the program will have the choice of switching to the new regulations. It is expected that most

students will do so, given that the revised program requires 2.0 fewer credits than the existing one.

Program reviewer comments	**sandrabauer (09/02/21 4:33 pm):** Rollback: Resubmit as major mod, include rationale for removal of language requirement - thanks! **sandrabauer (09/10/21 11:51 am):** Approving on behalf of unit, already approved prior to change to majormod. **sandrabauer (09/23/21 12:52 pm):** approved on behalf of SJC (previously approved) **sandrabauer (11/25/21 9:09 pm):** Rollback: Hold until Dec.14 meeting **sandrabauer (11/25/21 9:25 pm):** Rollback: Bring to Dec.14 PnP **sandrabauer (12/07/21 2:03 pm):** Revised practical experience requirement and added rationale per SJC. **sandrabauer (12/14/21 3:34 pm):** Remove 'completion' from pathway title, change second-year entry to 'advanced entry' per P&P suggestion and in consultation with SJC

Key: 1051

New Program Proposal

Date Submitted: 12/09/21 3:30 pm

Viewing: **TBD-2112 : M.A. Religion and Public Life with Collaborative Specialization in Digital Humanities**

Last edit: 12/20/21 9:53 am

Last modified by: sandrabauer

Changes proposed by: sandrabauer

In Workflow

1. **HUMM ChairDir GR**
2. **AS Dean**
3. **GRAD Dean**
4. **PRE GRAD FCC**
5. **GRAD FCC**
6. **GRAD FBoard**
7. **PRE SCCASP**
8. SCCASP
9. SQAPC
10. Senate
11. CalEditor

Approval Path

1. 12/09/21 8:35 pm
   Shawna Dolansky
   (shawnadolansky):
   Approved for HUMM
   ChairDir GR
2. 12/15/21 10:50 pm
   Peter Thompson
   (peterthompson):
   Approved for AS Dean
3. 12/20/21 9:53 am
   Sandra Bauer
   (sandrabauer): Approved
   for GRAD Dean
4. 12/20/21 9:54 am
   Sandra Bauer
   (sandrabauer): Approved
   for PRE GRAD FCC
5. 01/12/22 12:12 pm
   Sandra Bauer
   (sandrabauer): Approved
   for GRAD FCC
6. 01/19/22 10:49 am
   Sandra Bauer
   (sandrabauer): Approved
   for GRAD FBoard

Effective Date	2022-23
Workflow	majormod
Program Code	TBD-2112
Level	Graduate

Faculty	Faculty of Arts and Social Sciences
Academic Unit	College of the Humanities
Degree	Master of Arts
Title	M.A. Religion and Public Life with Collaborative Specialization in Digital Humanities

Program Requirements

M.A. Religion and Public Life
with Collaborative Specialization in Digital Humanities (4.5 credits)

Requirements - coursework pathway:

1. **0.5 credit in:**   0.5
   RELI 5801 [0.5]   Seminar in the Discipline
2. **0.5 credit in:**   0.5
   RELI 5802 [0.5]   Seminar in Religion and Public Life
3. **0.5 credit in:**   0.5
   RELI 5780 [0.5]   Graduate Research Seminar
4. **1.5 credits in:**   1.5
   RELI 5850 [0.5]   Seminar in the Study of Religion (may be repeated, when topics vary)
   and/or 5000-level electives in any discipline, approved by the Religion graduate supervisor
5. **0.5 credit in:**   0.5
   DIGH 5000 [0.5]   Issues in the Digital Humanities
6. **1.0 credit in:**   1.0
   DIGH 5011 [0.5]   Graduate Practicum in Digital Humanities
   DIGH 5012 [0.5]   Directed Readings and Research in Digital Humanities
7. **0.0 credit in:**
   DIGH 5800 [0.0]   Digital Humanities: Professional Development

Total Credits   4.5

Requirements - research essay pathway:

1. **0.5 credit in:**   0.5
   RELI 5801 [0.5]   Seminar in the Discipline
2. **0.5 credit in:**   0.5
   RELI 5802 [0.5]   Seminar in Religion and Public Life
3. **0.5 credit in:**   0.5
   RELI 5780 [0.5]   Graduate Research Seminar
4. **1.5 credits in:**   1.5
   RELI 5908 [1.5]   Research Essay (in the specialization)
5. **0.5 credit in:**   0.5
   DIGH 5000 [0.5]   Issues in the Digital Humanities
6. **1.0 credit in:**   1.0
   DIGH 5011 [0.5]   Graduate Practicum in Digital Humanities
   DIGH 5012 [0.5]   Directed Readings and Research in Digital Humanities

7. 0.0 credit in: 0.0

[DIGH 5800](#) [0.0]   Digital Humanities: Professional Development

Total Credits   4.5

New Resources	No New Resources
Summary	We want to add a specialization in digital humanities to our RELI MA.
Rationale	Digital Humanities is currently housed in the College of Humanities. Gives students the opportunity to explore ways in which digital technologies are changing how we understand religion and related art, film, music, literature and popular culture; how we develop new forms of collective memory; and how we create global communities and intercultural dialogue. Our emphasis in aspects of religion and public life will work well with the DIGH connection with public and private sector partners. We would like to grow our MA program and with a small faculty the best way to do this is collaborate with other faculty/departments across Carleton. The existing DIGH specialization is a productive way to accomplish this.
Transition/Implementation	Students will benefit from collaboration across Carleton and with public and private sectors who are already working with the DIGH specialization. Adding a specialization in DIGH to our existing MA program will enhance the degrees applicability and employ-ability.

Program reviewer comments

sandrabauer (12/15/21 6:08 pm): added 'in the specialization' to research essay

Key: 2112