



Carleton
UNIVERSITY

Office of
Quality Assurance
(Academic Programs)

To: Senate

From: John Shepherd, Vice-Provost and Associate Vice-President (Academic)
Vice-Chair and Secretary, Senate Academic Program Committee

Date: February 15, 2013

**Re: Senate Academic Program Committee
Major Modification Recommendations - January 31, 2013**

In the fall of 2012 the process for annual curricular renewal for programs and courses was initiated for the 2013-14 calendar. After Faculty Board approval and, as part of academic quality assurance, new program approval and major curriculum modifications are considered by the Carleton University Committee on Quality Assurance (CUCQA) and the Senate Academic Program Committee (SAPC) before being recommended to Senate.

Please note that regulatory changes are considered by the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP) and are brought forward by the chair of SCCASP in a separate report.

CUCQA undertook deliberations of the curriculum proposals at meetings held January 9, 2013 and January 30, 2013 and submitted recommendations for approval to SAPC.

SAPC undertook deliberations of the curriculum proposals at meetings held January 10 and January 31, 2013. A list of the proposal is provided below by date of approval by SAPC. Attached, are the motions for Senate's consideration as well as supporting documentation for each of the proposals.

January 10, 2013- Major Modification

1. Child Studies- capstone and experience

January 31, 2013- New Program Approval

1. Carillon Studies- new certificate

January 31, 2013- Major Modifications

1. Computer Science- new MCS Accelerated Stream
2. M Architecture Professional- change to program requirements
3. Conflict Resolution Certificate- change name to diploma
4. MA International Affairs- restructure and rename fields
5. Latin American and Caribbean Studies- new minor
6. Earth Sciences- concentration in geophysics
7. Mathematics and Statistics- new concentration in actuarial science
8. Bachelor of Commerce (International Business Concentration)- new practicum

Additional major modifications will come forward to the March 1, 2013 senate meeting.



Please note the following corrections from the January 25, 2013 documents:

Geography

Senate Motion

THAT Senate approves the revision of the geography honours and the geography combined honours capstone by defining the thesis option, introducing a course stream requiring additional 1.0 credit at the 4000-level, and, deleting the 4909 Honours Research Workshop, all to commence September 2013.

The motion should have been

THAT Senate approves the revision of the geography honours and the geography combined honours capstone by defining the thesis option, introducing a course stream requiring additional 1.0 credit at the 4000-level, and, **deleting the 4904 Honours Research Workshop**, all to commence September 2013.

Geomatics

Senate Motion

THAT Senate approves the revision of the geomatics honours capstone by defining the thesis option, introducing a course stream requiring an additional 1.0 credit at the 4000-level, and, deleting the 4909 Honours Research Workshop; and **THAT** Senate approves the renaming of the Geography with concentration in Geomatics BSc Honours to Geomatics BSc Honours; both approvals to commence with effect September 2013.

The motion should have been

Senate Motion

THAT Senate approves the revision of the geomatics honours capstone by defining the thesis option, introducing a course stream requiring an additional 1.0 credit at the 4000-level, and, **deleting the 4904 Honours Research Workshop**; and **THAT** Senate approves the renaming of the Geography with concentration in Geomatics BSc Honours to Geomatics BSc Honours; both approvals to commence with effect September 2013.



Senate Academic Program Committee
2013-14 Calendar – Major Modifications

Senate Motions

January 10, 2013- Major Modification

1. Child Studies

SAPC Motion

That SAPC recommends to Senate the approval of the new courses CHST 4002 Practicum in Community Settings, CHST 4000 Children, Policy and Practice and CHST 3101 Honours Research Seminar and the introduction of a course-based stream and a research project stream to commence in September 2013.

APPROVED

Senate Motion

THAT Senate approves the new courses CHST 4002 Practicum in Community Settings, CHST 4000 Children, Policy and Practice and CHST 3101 Honours Research Seminar and the title change and description change of CHST 4908 Honours Project to commence in September 2013.

January 10, 2013- New Program Approval

1. Carillon Studies

SAPC Motion

THAT SAPC recommends to Senate the approval of the new undergraduate certificate in Carillon Studies to commence September 2013.

APPROVED

Senate Motion

THAT Senate approves the new undergraduate certificate in Carillon Studies to commence September 2013.

January 31, 2013- Major Modifications

1. Computer Science

SAPC Motion

THAT SAPC recommends to Senate the approval of the accelerated stream for the Master of Computer Science degree to commence for September 2013

And

THAT SAPC endorse the stipulations recommended by CUCQA at its meeting of January 30, 2012 stating:

1. THAT concerns expressed by CUCQA be provided to the Graduate Programs and Planning Committee with a request to consider broader issues related to accelerated streams; and,



2. THAT a report be submitted to CUCQA at the end of year that the 2nd cohort would be expected to complete the program that profiles the career paths of the students in comparison to the non-accelerated thesis stream.

APPROVED

Senate Motion

THAT Senate approves the accelerated stream for the Master of Computer Science degree to commence September 2013.

Senate Motion

THAT Senate endorse a report be submitted to CUCQA at the end of year that the 2nd cohort would be expected to complete the program that profiles the career paths of the students in comparison to the non-accelerated thesis stream.

2. Architecture

SAPC Motion

THAT SAPC recommends to Senate the approval of the restructuring of the M. Architecture Professional program to a 13.0 credit program with additional curricular requirements of 2.5 credits for professional courses relating to architecture accreditation for those students without prior studies in architecture to commence September 2013.

APPROVED

Senate Motion

THAT Senate approves the restructuring of the M. Architecture Professional program to a 13.0 credit program with additional curricular requirements of 2.5 credits for professional courses relating to architecture accreditation for those students without prior studies in architecture to commence September 2013.

3. Conflict Resolution

SAPC Motion

THAT SAPC recommends to Senate the approval of the name change of Graduate Certificate in Conflict Resolution to Diploma in Conflict Resolution to commence September 2013.

APPROVED

Senate Motion

THAT Senate approves the name change of Graduate Certificate in Conflict Resolution to Diploma in Conflict Resolution to commence September 2013.

4. International Affairs

SAPC Motion

THAT SAPC recommends to Senate the change of clusters to fields and the combining and re-naming of fields for the MA International Affairs program to commence September 2013.

APPROVED



Senate Motion

THAT Senate approves the change of clusters to fields and the combining and re-naming of fields to International Economic Policy, International Organizations and Global Public Policy and Development Projects and Planning for the MA International Affairs program to commence September 2013.

5. Latin American and Caribbean Studies

SAPC Motion

THAT SAPC recommends to Senate the approval of the new minor in Latin American and Caribbean Studies to commence September 2013.

APPROVED

Senate Motion

THAT Senate approves the new minor in Latin American and Caribbean Studies to commence September 2013.

6. Earth Science

SAPC Motion

THAT SAPC recommends to Senate the approval of a concentration in Geophysics in the Earth Science BSc Honours program to commence September 2013.

APPROVED

Senate Motion

THAT Senate approves a concentration in Geophysics in the Earth Science BSc Honours program to commence September 2013.

7. Mathematics and Statistics

SAPC Motion

THAT SAPC recommends to Senate the approval of the introduction of a concentration in Actuarial Science to the B. Math Honours Statistics program to commence September 2013.

APPROVED

Senate Motion

THAT Senate approves the introduction of a concentration in Actuarial Science to the B. Math Honours Statistics program to commence September 2013.

8. Commerce

SAPC Motion

THAT SAPC recommends to Senate the approval of the BUSI 4719 Practicum course concentration in International Business in the Bachelor of Commerce program to commence September 2013.

APPROVED



Carleton
UNIVERSITY

Office of
Quality Assurance
(Academic Programs)

Senate Motion

THAT Senate approves the BUSI 4719 Practicum course concentration in International Business in the Bachelor of Commerce program to commence September 2013.



MEMORANDUM

To: Senate Academic Program Committee (SAPC)
From: John Shepherd, Vice-Provost and Associate Vice-President (Academic)
Subject: Child Studies – BA and BA Honours
Date: January 9, 2013

Admission to the current Child Studies BA and BA Honours program requires a completed ECE diploma from a CAAT two-year Early Childhood Education program (or equivalent). Students can graduate with a BA degree after two years of full-time study or a BA (Honours) degree after three years.

As part of the Child Studies undergraduate program review completed in 2011, one of the recommendations stated that:

The program should be expanded to take in direct entry and Carleton transfer students and, therefore to become a full-fledged program that includes introductory and upper level Child Studies courses.

During the 2011-12 academic year, the Director of the Institute of Interdisciplinary Studies and the Coordinator of the Child Studies program prepared the documentation to introduce a direct entry stream to the program.

At the Senate at the meeting of February 17, 2012, the following motion was approved:

That the direct entry stream into the Child Studies Bachelor of Arts, Honours program be approved to commence September 2013.

As faculty and staff began to operationalize the addition of a direct entry stream it became apparent that a separate stream was not necessary and the program should be presented as a single program. College graduates from Early Childhood Education programs are admitted as detailed in the Transfers from Post-Secondary Institutions: Ontario Colleges of Applied Arts and Technology (CAAT) as part of the university's General Admission Requirements and Procedures. Most importantly, the single program offers students of either admission routes the same pedagogical foundation and rigour.

A summary list of the all the modifications to achieve these changes is attached. Please note that the minor modifications – the bulk of the course changes – will be considered by the Senate Committee on Curriculum, Admissions and Studies Policy and presented to Senate for information. The regulation change – remove Child Studies from list of breadth-exempt programs – will also be considered by the Senate Committee on Curriculum, Admission and Studies Policy and a recommendation will be forwarded to Senate for approval.

This background information is provided as context for the major modifications for the 2013-14 calendar

and to clarify the focus of the committee's consideration. The major modifications to be considered are listed below and the forms and calendar language are also attached.

- Add new course CHST 4002 [0.5 credit] Practicum in Community Settings (3rd year good standing and CHST2503 and CHST2504 as prerequisites)
- Introduce Course-based Stream
 - Add new course CHST 4000 [0.5 credit] Children, Policy and Practice (capstone course)
- Introduce Research Project Stream
 - Add new course CHST 3101 [0.5 credit] Honours Research Seminar
 - Change title and description of CHST 4908 Honours Project [1.0]

Child Studies

Regulations

| | |
|--|---------------|
| 1. Remove Child Studies from list of breadth-exempt programs | SCCASP/Senate |
|--|---------------|

Course changes

| | |
|--|-------------------|
| 1. Change format for CHST 1000 [0.5] Childhood in Global Context from 'Lecture three hours a week' to 'Lecture and discussion groups three hours a week' | SCCASP* |
| 2. Delete CHST 1001 [0.5 credit] Introduction to Child Studies | SCCASP* |
| 3. Add new course CHST 1002 [0.5 credit] Childhood in Canadian Context (with preclusion for CHST1001) | SCCASP* |
| 4. Add new course CHST 2003 [0.5 credit] Theoretical Advances in Developmental Sciences | SCCASP* |
| 5. Add new course CHST 2004 [0.5 credit] Design and Analysis in Research Involving Children | SCCASP* |
| 6. Change format for CHST 2503 [0.5] Issues in Child Studies I from 'Seminar three hours a week' to 'Lecture and discussion groups three hours a week'; and change description | SCCASP* |
| 7. Change CHST 2504 [0.5] Issues in Child Studies II from 'Seminar three hours a week' to 'Lecture and discussion groups three hours a week'; include CHST2503 as prerequisite; and change description | SCCASP* |
| 8. Add new course CHST 3000 [0.5 credit] Tweens and Teens in Contemporary Society | SCCASP* |
| 9. Add new course CHST 3001 [0.5 credit] Vulnerable Children: Risk, Resilience and Protection | SCCASP* |
| 10. Add new course CHST 3002 [0.5 credit] Special Topics in Child Studies | SCCASP* |
| 11. Delete CHST 3100 [0.5 credit] Seminar on Special Research Problems in Social Sciences | SCCASP* |
| 12. Add new course CHST 3101 [0.5 credit] Honours Research Seminar | CUCQA/SAPC/Senate |
| 13. Add new course CHST 3303 [0.5 credit] Children' Rights | SCCASP* |
| 14. Delete CHST 3901 [0.5 credit] Themes in Interdisciplinary Inquiry | SCCASP* |
| 15. Add new course CHST 4000 [0.5 credit] Children, Policy and Practice | CUCQA/SAPC/Senate |
| 16. Add new course CHST 4001 [0.5 credit] Advanced Topics in Child Studies | SCCASP* |
| 17. Add new course CHST 4002 [0.5 credit] Practicum in Community Settings (3 rd year good standing and CHST2503 and CHST2504 as prerequisites) | CUCQA/SAPC/Senate |
| 18. Add new course CHST 4900 [0.5 credit] Independent Study | SCCASP* |
| 19. Change title and description of CHST 4908 Honours Project [1.0] | CUCQA/SAPC/Senate |

*SCCASP approval/Senate information

Major Modification
2013-14 Calendar

Program changes

| | |
|---|--|
| <ol style="list-style-type: none">1. Introduce Research Project Stream (10.0 major CGPA)2. Introduce Course-based Stream | <i>(Information only)</i> CUCQA/SAPC/Senate |
|---|--|

A **Motion** **Senate Meeting Date:** February 15, 2013

THAT Senate approves the new courses CHST 4002 Practicum in Community Settings, CHST 4000 Children, Policy and Practice and CHST 3101 Honours Research Seminar and the title change and description change of CHST 4908 Honours Project to commence in September 2013.

B **Faculty:** Faculty of Arts and Social Sciences **Academic Unit:** Institute of Interdisciplinary Studies

Other Faculties: _____ **Other Academic Units:** _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2 **Description of Modification:** Add new course CHST 4002 Practicum in Community Settings; Introduce Course-based Stream; Add new course CHST 4000 Introduce Research Project Stream; change title and description of CHST 4908 Honours

Program: Child Studies BA and BA Honours

Undergraduate program Graduate program

Degree(s): Bachelor of Arts Honours **Planned Start:** September 2013

APPIC Approval* - Meeting Date: _____ **Program Champion:** Pat Gentile

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 9, 2012

SAPC Approval Meeting Date: January 10, 2013

Notes:

C **Attachments:**

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D **Outcome:** Approved Not Approved Deferred

Notes:

Child Studies

Institute of Interdisciplinary Studies
 (Faculty of Arts and Social Sciences)
 2201 Dunton Tower
 613-520-2368
<http://carleton.ca/iis/programs-of-study/child-studies>

This section presents the requirements for programs in:

- **Child Studies - B.A. Honours**
- **Child Studies - B.A. General**

Graduation Requirements

In addition to the requirements listed below, students must satisfy:

1. the University regulations (see *the Academic Regulations of the University* section of this Calendar),
2. the common regulations applying to all B.A. students including those relating to Breadth requirements (see *the Academic Regulations for the Bachelor of Arts Degree*).

Program Requirements

Child Studies

B.A. Honours (20.0 credits)

A. Credits included in the Major CGPA (11 credits)

Requirements:

- | | |
|---|-----|
| 1. 3.0 credits in: | 3.0 |
| CHST 1000 [0.5] Childhood in a Global Context | |
| CHST 1002 [0.5] Childhood in the Canadian Context | |
| PSYC 1001 [0.5] Introduction to Psychology I | |
| PSYC 1002 [0.5] Introduction to Psychology II | |
| SOCI 1001 [0.5] Introduction to Sociology I | |
| SOCI 1002 [0.5] Introduction to Sociology II | |
| | |
| 2. 2.5 credits in: | 2.5 |
| CHST 2503 [0.5] Issues in Child Studies I | |
| CHST 2504 [0.5] Issues in Child Studies II | |
| PSYC 2500 [0.5] Foundations of Developmental Psychology | |
| CHST 3303 [0.5] Children's Rights | |

CHST 4001 [0.5] Advanced Topics in Child Studies

3. 0.5 credit from:

Any second year level course in CDNS or INDG 0.5

4. 1.0 credit from:

CHST 2004 [0.5] Design and Analysis in Research Involving Children 1.0
 PSYC 2001 [0.5] Introduction to Research Methods in Psychology
 SOCI 2001 [0.5] Introduction to Qualitative Research Methods

5. 0.5 credit in:

CHST 2003 [0.5] Theoretical Advances in Developmental Sciences 0.5

6. 0.5 credit from:

SOCI 3300 [0.5] Studies in the Sociology of Education 0.5
 SOCI 3045 [0.5] Studies in Children and Childhood

7. 1.5 credit from:

CHST 3000 [0.5] Tweens and Teens In Contemporary Society 1.5
 CHST 3001 [0.5] Vulnerable Children: Risk, Resilience and Protection
 PSYC 3505 [0.5] Exceptional Children
 PSYC 3506 [0.5] Cognitive Development
 PSYC 3507 [0.5] Social Development

8. 1.5 credits from:

a) Research Project Stream

CHST 3101 [0.5], CHST 4908 [1.0]

or

b) Course Based Stream

i) CHST 4000 [0.5]

ii) 1.0 credits in electives at the 3000 or 4000 level in CHST, PSYC, or SOCI

B. Credits not included in the Major CGPA (9.0)

9. 4.0 credits in Approved Child Studies Electives (see list, below) 4.0

10. 5.0 credit in free electives. 5.0

Total Credits 20.0

Notes:

1. Registration in the seminars in Requirement 7 a) requires a Major CGPA of at least 10.0.
2. Students who plan to apply for admission to graduate programs or Teacher's College should seek advice from the Institute in selecting their electives.

Child Studies
B.A. General
(15.0 credits)

A. Credits included in the Major CGPA (9 credits)

Requirements:

- | | |
|--|------------|
| 1. 3.0 credits in: | 3.0 |
| CHST 1000 [0.5] Childhood in a Global Context | |
| CHST 1002 [0.5] Childhood in the Canadian Context | |
| PSYC 1001 [0.5] Introduction to Psychology I | |
| PSYC 1002 [0.5] Introduction to Psychology II | |
| SOCI 1001 [0.5] Introduction to Sociology I | |
| SOCI 1002 [0.5] Introduction to Sociology II | |
| | |
| 2. 2.5 credits in: | 2.5 |
| CHST 2503 [0.5] Issues in Child Studies I | |
| CHST 2504 [0.5] Issues in Child Studies II | |
| PSYC 2500 [0.5] Foundations of Developmental Psychology | |
| CHST 3303 [0.5] Children's Rights | |
| CHST 4001 [0.5] Advanced Topics in Child Studies | |
| | |
| 3. 0.5 credit from: | |
| Any second year level course in CDNS or INDG | 0.5 |
| | |
| 4. 1.0 credit from: | 1.0 |
| CHST 2004 [0.5] Design and Analysis in Research Involving Children | |
| PSYC 2001 [0.5] Introduction to Research Methods in Psychology | |
| SOCI 2001 [0.5] Introduction to Qualitative Research Methods | |
| | |
| 5. 0.5 credit in: | 0.5 |
| CHST 2003 [0.5] Theoretical Advances in Developmental Sciences | |
| | |
| 6. 0.5 credit from: | 0.5 |
| SOCI 3300 [0.5] Studies in the Sociology of Education | |

SOCI 3045 [0.5] Studies in Children and Childhood

7. 1.0 credit from:

1.0

CHST 3000 [0.5] Tweens and Teens In Contemporary Society

CHST 3001 [0.5] Vulnerable Children: Risk, Resilience and Protection

PSYC 3505 [0.5] Exceptional Children

PSYC 3506 [0.5] Cognitive Development

PSYC 3507 [0.5] Social Development

B. Credits not included in the Major CGPA (6.0)

8. 6.0 credits in free electives

6.0

Total Credits

15.0

Approved Child Studies Electives

The following course offerings are listed for the convenience of students. Note that students are encouraged to consult with the Institute should they choose elective courses that are not listed below.

CHST 4000 Children, Policy and Practice

CHST 3002 Special Topics in Child Studies

CHST 3101 Honours Research Seminar

CHST 4002 Practicum in Community Settings

CHST 4900 Independent Study

ENGL 2006 Children's Literature

ENGL 3908 Research and Theory in Academic Writing

HIST 3107 History of the family in Europe

HIST 3115 Youth and History

HIST 3503 Aboriginal Peoples of Canada

HIST 3506 Welfare and Poverty in Canada

HIST 3602 Modern Canadian Family

LING 2604 Speech and Language Problems

LING 3603 Child Language

LAWS 3804 Law of the Family

SOWK 2201 Working with Children and Youth

WGST 3806 Girlhoods

2013-2014 Undergraduate Calendar Course Changes

| Description of Change |
|--|
| 1. Change format for CHST 1000 [0.5] Childhood in Global Context from 'Lecture three hours a week' to 'Lecture and discussion groups three hours a week' |
| 2. Delete CHST 1001 [0.5 credit] Introduction to Child Studies |
| 3. Add new course CHST 1002 [0.5 credit] Childhood in Canadian Context (with preclusion for CHST1001) |
| 4. Add new course CHST 2004 [0.5 credit] Design and Analysis in Research Involving Children |
| 5. Change format for CHST 2503 [0.5] Issues in Child Studies I from 'Seminar three hours a week' to 'Lecture and discussion groups three hours a week'; and change description |
| 6. Change CHST 2504 [0.5] Issues in Child Studies II from 'Seminar three hours a week' to 'Lecture and discussion groups three hours a week'; include CHST2503 as prerequisite; and change description |
| 7. Add new course CHST 3000 [0.5 credit] Tweens and Teens in Contemporary Society |
| 8. Add new course CHST 3001 [0.5 credit] Vulnerable Children: Risk, Resilience and Protection |
| 9. Add new course CHST 3002 [0.5 credit] Special Topics in Child Studies |
| 10. Add new course CHST 2003 [0.5 credit] Theoretical Advances in Developmental Sciences |
| 11. Delete CHST 3100 [0.5 credit] Seminar on Special Research Problems in Social Sciences |
| 12. Add new course CHST 3101 [0.5 credit] Honours Research Seminar |
| 13. Add new course CHST 3303 [0.5 credit] Children's Rights |
| 14. Delete CHST 3901 [0.5 credit] Themes in Interdisciplinary Inquiry |
| 15. Add new course CHST 4000 [0.5 credit] Children, Policy and Practice |
| 16. Add new course CHST 4001 [0.5 credit] Advanced Topics in Child Studies |
| 17. Add new course CHST 4002 [0.5 credit] Practicum in Community Settings (3 rd year good standing and CHST2503 and CHST2504 as prerequisites) |
| 18. Add new course CHST 4900 [0.5 credit] Independent Study |
| 19. Change title and description of CHST 4908 Honours Project [1.0] |

12 Add new course CHST 3101 [0.5 credit] Honours Research Seminar
None.

New Version:

CHST 3101 [0.5 credit] **Honours Research Seminar**

This is a research-oriented seminar that will prepare students for their honours research project. Precludes additional credit for CHST 3100 (no longer offered).

Prerequisite(s): CHST2504, third-year standing Child Studies B.A. Honours, Major CGPA of 10.0 or greater

Rationale: This course is intended to replace CHST 3100 which was originally designed and taught as a course to prepare CHST students for their honours project. Introducing this 'new' course with a title that accurately reflects the teaching component and purpose of the class will help students in the Honours Research Project Pattern to prepare for the following year.

CHST 3101 [0.5 credit] **Honours Research Seminar**

This is a research-oriented seminar that will prepare students for their honours research project. Precludes additional credit for CHST 3100 (no longer offered).

Prerequisite(s): CHST2504, third-year standing Child Studies B.A. Honours, Major CGPA of 10.0 or greater.

15. Add new course CHST 4000 [0.5 credit] Children, Policy and Practice**Old Version**

None

New Version:**CHST 4000 [0.5 credit]****Children, Policy and Practice**

An introduction to the concepts of policy and practice and how these are influenced by history, economy, geography, and culture. Topics may include provincial, national and international economic, social and educational policies that concern children and youth.

Prerequisite: CHST 2504, fourth-year standing in Child Studies or permission of the Institute. Seminar three hours a week.

Rationale: this will be the capstone course for the Honours Course Based Stream and it is intended to teach students issues related to policy and practice directly relevant to children and youth.

CHST 4000 [0.5 credit]**Children, Policy and Practice**

An introduction to the concepts of policy and practice and how these are influenced by history, economy, geography, and culture. Topics may include provincial, national and international economic, social and educational policies that concern children and youth.

Prerequisite: CHST 2504, fourth-year standing in Child Studies or permission of the Institute. Seminar three hours a week.

17. Add new course CHST 4002 [0.5 credit] Practicum in Community Settings (3rd year good standing and CHST2503 and CHST2504 as prerequisites)**Old Version:**

None

New Version:**CHST 4002 [0.5 credit]****Practicum in Community Settings**

Through six-hour-a-week field placements in a community setting, and regular class forums, students will learn to apply their knowledge pertaining to child and youth issues to a policy or practice oriented work environment. Students will complete a term paper documenting gains in experiential knowledge. Graded as Sat/Uns.

Prerequisite: CHST2504, CHST3001, and fourth-year standing in Child Studies.

Rationale: to give students the opportunity to apply the theoretical principles learnt in other courses to real life work settings and acquire new applied skills in a variety of work

environments.

CHST 4002 [0.5 credit]

Practicum in Community Settings

Through six-hour-a-week field placements in a community setting, and regular class forums, students will learn to apply their knowledge pertaining to child and youth issues to a policy or practice oriented work environment. Students will complete a term paper documenting gains in experiential knowledge. Graded as Sat/Uns.

Prerequisite: CHST2504, CHST3001, and fourth-year standing in Child Studies.

19. Change title and description of CHST 4908 Honours Project [1.0]

Old Version:

CHST 4908 [1.0 credit]

Honours Project

Interdisciplinary research project for Honours students in the fourth year of Child Studies. In selecting a project, students must consult their program coordinator. Only the program coordinator can assign a supervisor or grant approval to register in this course.

Prerequisite(s): fourth-year standing in the B.A. Honours Child Studies program and permission of the program coordinator.

New Version:

CHST 4908 [1.0 credit]

Honours Research Project

Interdisciplinary research project for students in the Honours Research Project Pattern. In selecting a project, students must consult their Undergraduate Advisor. Only the **Undergraduate Advisor** can assign a supervisor or grant approval to register in this course.

Prerequisite(s): CHST3101, fourth-year standing in the Child Studies **with a Major CGPA of 10.0 or higher**, and permission of the Undergraduate Advisor.

Rationale: The slight name change and description are necessary to reflect the introduction of two Honours streams and the role of Undergraduate advisor.

CHST 4908 [1.0 credit]

Honours Research Project

Interdisciplinary research project for students in the Honours Research Project Pattern. In selecting a project, students must consult their Undergraduate Advisor. Only the Undergraduate Advisor can assign a supervisor or grant approval to register in this course.

Prerequisite(s): CHST3101, fourth-year standing in the Child Studies with a Major CGPA of 10.0 or higher, and permission of the Undergraduate Advisor.

A

Motion

Senate Meeting Date: February 15, 2013

THAT Senate approves the new undergraduate certificate in Carillon Studies to commence September 2013.

B

Faculty: Faculty of Arts and Social Sciences

Academic Unit: School for Studies in Art and Culture

Other Faculties:

Other Academic Units:

IQAP Protocol/Pathway: Protocol 3b, Approval Pathway 4

Description of Modification: New undergraduate certificate in Carillon Studies- 4.0 credits

Program: Music

Undergraduate program Graduate program

Degree(s): Certificate in Carillon Studies

Planned Start: September 2013

APPIC Approval* - Meeting Date: March 21, 2012

Program Champion: James Wright

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 30, 2013

SAPC Approval Meeting Date: January 31, 2013

Notes:

C

Attachments:

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D

Outcome: Approved Not Approved Deferred

Notes:

Carleton University

Proposed Certificate in Carillon Studies

Background and Rationale

Carleton University has long been among Canada's leading centres for scholarship on Canadian cultural heritage. A certificate in Carillon Studies will open a new performance-studies option to both Canadian and International music students, and contribute to the continuing recognition of the cultural and historical significance of Canada's national carillon on Parliament Hill.

One of the world's most monumental carillons was installed in the Peace Tower of Parliament Hill in 1927. In 1936, the Guild of Carillonneurs in North America (GCNA) was founded in Ottawa at a congress hosted by Percival Price, Canada's first Dominion Carillonneur. Seventy-five years later, the GCNA continues to consider Ottawa's National Carillon their historical "ground zero." In October of each year its members congregate on Parliament Hill to attend the annual Percival Price Symposium hosted by the Dominion Carillonneur. Yet while carillon-studies degree and diploma programs exist in the U.S.A. and Europe, no such diploma or degree program has ever been offered at a Canadian University. American universities offering post-secondary courses and programs in carillon studies include the University of California at Berkeley, the University of Michigan, the University of Florida, the University of Denver's Lamont School of Music, Missouri State University, Berea College, Clemson University, the University of Kansas and Marquette University.

In 2008, Dr. Andrea McCrady was appointed Dominion Carillonneur (Canada's fifth) by the House of Commons. In 2011, she was added to SSAC/Music's list of Associate Performance Instructors. An experienced and committed music educator, Dr. McCrady has identified the training of young Canadian carillonneurs as one of her primary responsibilities as Dominion Carillonneur. Ironically, as Dr. McCrady has readily acknowledged, nothing has underscored the need for carillon education in Canada as clearly as her own hiring. Her appointment came under intense media scrutiny in 2008, since a non-Canadian was being hired to this prestigious post. Given that there were no sufficiently trained carillonneurs in Canada, the House of Commons concluded that it needed to conduct an International search, and Dr. McCrady, a U.S. citizen, was deemed the most highly qualified among the applicants.

Proposing a certificate in Carillon Studies has been made possible by a number of important developments during the last two years. In 2010, a "practice carillon" was given to Carleton University by a generous donor, and it was transported to Ottawa from Mercersburg, Pennsylvania in August of that year (the instrument is essentially identical to the Peace Tower carillon, but it generates sound by means of a series of metal "tone bars," rather a massive peal of bells). In late 2010, John Osborne and Brian Foss exchanged letters of understanding with David Monaghan (Curator, House of Commons), Audrey O'Brien (Clerk of the House of Commons) and Peter Milliken (Speaker of the House of Commons) concerning Carleton's planned engagement of the Dominion Carillonneur as an Associate Performance

Instructor, and the planned periodic use of the Peace Tower Carillon by Carleton Bachelor of Music students.

In 2011, SSAC created a specialized sound-proofed room on the first floor of the St. Patrick's Building in which the practice-carillon was installed. Key library acquisitions have also been made during the last few years in the areas of carillon studies, carillon repertoire, etc.

Governance and Resources

The Carillon Studies certificate will be housed in the School in Art and Culture and specifically as part of the music program. The certificate will be resource-neutral, as it engages existing course offerings and facilities.

Student Demand

Given the nature of the instrument, the proposed certificate in Carillon Studies is conceived as a prestigious, small-enrolment program, rather than one to which a high number of registrants is likely to be attracted. It should be noted, however, that SSAC/Music is already in receipt of three recent inquiries (two international inquiries, one Canadian) about the possibility that a diploma program of this kind may be offered at Carleton at some point in future. Furthermore, our recruitment efforts will be supported by the GCNA, a well-funded professional organization that strongly encourages carillon training for young musicians. A Carleton certificate in Carillon Studies would be strongly endorsed by the GCNA, and scholarship support is likely to be funneled from the GCNA to future Carleton carillon students.

Since relatively few trained carillonneurs are available to accept the numerous international carillon positions that are posted annually, a well-trained young Canadian carillonneur would be well-qualified to be hired to a professional post. At the same time it should be noted that, as is the case with Bachelor of Music graduates, a full-time performance career is only one of the professional paths that may be pursued after graduation. Music graduates often embark upon part-time performance careers blended with other forms of work, and they often pursue other aspects of the music profession (e.g., teaching, arts administration), graduate study, or careers employing skills acquired during (but not directly related to the performance studies component of) their undergraduate music studies (e.g., work in the federal public service, the high-tech sector, etc.). This is likely to be equally true of future Carillon certificate and Bachelor of Music graduates focusing on carillon performance studies.

Overall Mission and Goals

The Certificate in Carillon Studies is a focused course of study [4.0 credits] with three main objectives: (i) to rapidly develop proficiency in carillon performance up to the point that graduates will be at a professional competency or will have the understanding and strategies necessary to reach such competency; (ii) to enhance students' understanding of the particular history, cultural significance, and

compositional potential of the carillon; (iii) to develop specific research and creative skills necessary to explore those potentials further on their own, and to develop those interests in the direction of professional research and composition should they so choose. In summary, the diploma aims to produce high-level performers who also have a broad cultural and creative understanding of the carillon, and possess the skills necessary to explore and express that understanding in a variety of professional capacities.

Since students being admitted to the certificate will already have a degree of performance proficiency, these goals can be pursued autonomously within the certificate -- there is no need for direct interaction between certificate students and other Music programs at Carleton, and so the learning objectives of the certificate can be independently described. However, an important goal of the certificate is to make such interaction possible for students who desire it, either by pursuing the certificate concurrently with another Carleton Music degree, or by first completing the certificate and then entering another Carleton program. This structural feature relates to the learning objectives insofar as a degree of mutual exposure between certificate students and the rest of the Carleton Music community underscores the fact that there are three main areas of focus for the certificate (as noted above), rather than an exclusive focus on performance skills or on the carillon as a single instrument isolated from broader musical and cultural concerns.

Calendar Language

Music

Certificate in Carillon Studies (4.0 credits)

(typically taken over four academic terms, which may include summer terms)

Admission Requirements

- Secondary School Graduation Diploma (Gr. 12)
- Successful audition (a minimum piano proficiency level equivalent to Grade 8, Royal Conservatory of Music, is expected)
- Grade II Theory Rudiments, Royal Conservatory of Music (or equivalent)
- Approval of the SSAC/Music Associate Performance Instructor, Carillon (normally the Dominion Carillonneur)
- Approval of the Music Program (advised by the Supervisor of Performance Studies)

Year One (2.0 credits):

Requirements

| | |
|---|-----|
| 1. 1.0 credit in Performance Studies: | 1.0 |
| MUSI 1900 [0.5] Performance I | |
| MUSI 1901 [0.5] Performance II | |
| 2. 0.5 credit in: | 0.5 |
| MUSI 1000 [0.5] Introduction to the Study of Music | |

| | | |
|--|---|-----|
| MUSI 1001 [0.5] | A History of Western Classical Music: Medieval to Present | |
| MUSI 1710 [0.5] | Theoretical Studies: Aural Training I | |
| 3. 0.5 credit in: | | 0.5 |
| MUSI 4200 [0.5] | Special Topics | |
| MUSI 4800 [0.5] | Practicum in Music | |
| Music elective as approved by both the Dominion Carillonneur and the Supervisor of Performance Studies | | |

Year Two (2.0 credits):

Requirements

| | | |
|---------------------------------------|--|-----|
| 1. 1.0 credit in Performance Studies: | | 1.0 |
| MUSI 2900 [0.5] | Performance III | |
| MUSI 2901 [0.5] | Performance IV | |
| 2. 0.5 credit in: | | 0.5 |
| MUSI 3103 [0.5] | Canadian Music | |
| MUSI 3104 [0.5] | Popular Musics in Canada | |
| MUSI 4103 [0.5] | Ethnomusicology of Canadian Traditions | |
| MUSI 4104 [0.5] | Musics of Canada's First Peoples | |
| MUSI 2602 [0.5] | Composition I | |
| 3. 0.5 credit in: | | 0.5 |
| MUSI 4201 [0.5] | Special Topics | |
| MUSI 4801 [0.5] | Practicum in Music | |

Music elective as approved by both the Dominion Carillonneur and the Supervisor of Performance Studies

While the Certificate in Carillon Studies may be completed as an independent, stand-alone certificate, all courses taken in completion of the curriculum outlined above may be applied for credit toward the Bachelor of Music or B.A. Music degrees, should a certificate student opt to apply for acceptance to one of these programs. Since the courses are transferable in this way, it will also be possible for students currently enrolled in one of Carleton's undergraduate Music programs to concurrently complete the Certificate in Carillon Studies.

Degree Level Expectations, Learning Objectives, and Learning Outcomes

At completion of the certificate, students will have reached a professional level of performance capacity, or will at minimum be close to such a level and have demonstrated an ability and understanding of how to progress to a professional level in the future. In addition, graduates should have demonstrated an ability to frame and explore research questions related to the carillon as an historical and cultural phenomenon, and to convey the results of that research in clear, well-organized written language. Finally, those students who opt to study composition within the certificate should demonstrate an

understanding of the unique technical features and acoustic resources of the carillon, writing creative musical compositions that are sufficiently idiomatic as to be played comfortably by a reasonably competent carillon performer.

Performance competence will be developed in the performance courses, which involve one-on-one instruction with a world-class carillon performer that continue throughout the certificate. Research skills and compositional abilities will be developed to a high level insofar as the composition and musicology courses available to carillon students are a selection from the same courses taken by students in other Carleton music degrees. This will ensure that expectations and teaching standards for the academic part of the certificate are at a BA-degree level. However, since the courses in question generally feature a low teacher-student ratio, students in the certificate will benefit from direct attention from a professor where needed. This will ensure that while the overall number of musicology and composition courses taken by certificate students will be lower than that taken by other Carleton music students, they will not fall behind or have excessive difficulty developing their skills to an acceptable level.

| |
|--|
| <p>1. Depth and Breadth of Knowledge</p> <p>Students will be required to pursue both practical performance training and more theoretical training. The former is represented by MUSI 1900, 1901, 2900, and 2901. The latter may involve compositional work (MUSI 2602 and/or electives), musicology (any of the Canadian music courses: MUSI 3103, 3104, 4103, 4104), or a combination of these. In this way, all students will gain a broader perspective on the carillon both as an applied instrument and as it relates to wider musical and cultural histories.</p> |
| <p>2. Knowledge of Methodologies</p> <p>Students will develop technical and musical competence in carillon performance through exposure to, and active engagement with, carillon pedagogical methods as taught by a master carillon performer. In addition to the performance component of the degree, the musicologically-oriented courses will develop skills in critical thinking, research, and writing skills. The composition courses will focus on methods and techniques for developing melodically, harmonically, and rhythmically effective compositions with carillon-specific technical and aesthetic issues in mind.</p> |
| <p>3. Application of Knowledge</p> <p>To the extent that the certificate is focused on performance, application of knowledge will be directly developed and assessed through performance practice. In addition, the compositional and/or musicological elements of the program will require that this practical knowledge be developed and applied as a source of theoretical insight and creative ways of knowing. The availability of a practicum* option (MUSI 4800, 4801) will also allow students to directly explore the ways in which the knowledge gained in their other courses may be applied to the needs and objectives of community organizations and institutions, including various churches that feature carillons and possibly even the Peace Tower.</p> |
| <p>4. Communication Skills</p> <p>As noted above, the certificate will require students to develop their performance skills, which represent a kind of communication skill in so far as the sound of the carillon has been used in Western culture for centuries—and continues to be used—to communicate announcements of various types, ranging from of the time of day to warnings about impending fires, storms, and attacks. The carillon certificate will also enhance students’ abilities to write both academically and creatively on carillon-specific issues and topics, making Carleton’s carillon certificate unique in its capacity to develop a range of communication skills in addition to those directly required for performance.</p> |

5. Awareness of Limits of Knowledge

It is essential that musical performers be aware of—and actively push against—their own limitations. The Carleton certificate in carillon studies aims to provide students with the musical, physical, and psychological tools required to respond creatively to their limitations, and this will be a key objective of the certificate. In a broader sense, by pursuing musicological and/or compositional studies in addition to carillon performance, students will be encouraged to examine the ways in which different spheres of activity (performance, composition, research, etc.) both enhance and limit one another. In other words, students will be encouraged to critically examine how the limits of one form of knowledge can be partially compensated for by the strengths of another.

6. Autonomy and Professional Capacity

Despite its breadth, the certificate is focused on the practical skills required to reach a high level of carillon performance proficiency. In addition, the musicological and compositional dimensions of the certificate will enhance students' skills and independence as researchers and creative producers, enabling them to be effective in a range of professional tasks connected to Canadian cultural practices and policy.

*Potential practicum projects may include (but are not restricted to):

- carillon-related work at Library and Archives Canada
- carillon-related work at the Carleton office of the Encyclopedia of Music in Canada
- prescribed work as a Carillon intern on Parliament Hill, under the supervision of the Dominion Carillonneur
- completion of an approved project in carillon composition or arranging, under Carleton faculty supervision
- preparation of a carillon repertoire anthology (supervised by the Dominion Carillonneur)
- preparation of a major research paper on some aspect of carillon's history, repertoire, performance studies, organology, evolution, pedagogy, etc

Carleton University Diploma in Carillon Studies
Statement of Support

At the inauguration of the Peace Tower and Carillon on July 1, 1927, Prime Minister William Lyon Mackenzie King proudly declared that the carillon was the “voice of the nation.” His words and the carillonneur’s performance of “O Canada” and “God Save the King” were featured in the first national radio broadcast that day, coast-to-coast. Since then the Peace Tower Carillon has become part of the fabric of Canadian life, and its majestic sound has been enjoyed by millions of Canadians and foreign visitors. The 53 bells of Peace Tower Carillon serve the traditional role of the carillon throughout history: announcing time, proclaiming great occasions, and serenading the audience on the ground. Except for the clock chime marking the quarter-hour segments, when the bells are heard on Parliament Hill, they are being played by a live musician, performing on a concert instrument, providing a uniquely nuanced voice and transforming a stone edifice into a singing tower.

Over the past 85 years only five musicians have occupied the position of Dominion Carillonneur, playing thousands of recitals throughout the decades. The first three Dominion Carillonneurs, Percival Price (1927-1939), Robert Donnell (1940-1975), and Émilien Allard (1975-1976), all received their training at the Royal Carillon School in Mechelen, Belgium. The fourth Dominion Carillonneur, Gordon Slater (1977-2008), began by assisting his father at the Metropolitan United Church in Toronto, and briefly apprenticed with Robert Donnell in Ottawa. When the House of Commons sought to identify a replacement for Mr. Slater, they discovered there was no available pool of prospective Canadian carillonneurs, and no formal training program existed in Canada. Consequently, an international competition was held for the post. Thereafter, it was determined that working with the universities would no doubt further a primary objective of creating a pool of young, talented, and qualified carillonneurs in Canada, and teaching would become an integral part of the Dominion Carillonneur’s job description.

The prestigious position of Dominion Carillonneur is unique, and offers full-time employment. However, of the ten other carillons across Canada, only seven are served by resident carillonneurs. Furthermore, carillons are commonly situated in prominent settings that offer broader employment opportunities for musicians: churches, universities, municipal buildings and parks. In addition to instruction on the instrument, professional carillon education emphasizes skills in composition, arranging, musicology, pedagogy, a broad knowledge of music repertoire, and marketing. New carillons, including portable carillons, are installed throughout the world every year, and innovative musical collaborations continue to develop with other instruments and media. With a 500-year history, the carillon nonetheless remains relevant and popular in the 21st century. Carleton’s first Canadian carillon diploma program will not only celebrate the cultural richness of the Peace Tower carillon, but ensure a vigorous future of exciting bell music.

Andrea McCrady
Dominion Carillonneur
House of Commons
Ottawa, ON K1A 0A6

Andrea Mercer McCrady

Curriculum Vitae

Born: Pittsburgh, Pennsylvania, 1953

Education:

Trinity College, Hartford, Connecticut, U.S.A.: B. A. (History), 1975,
Salutatorian, Phi Beta Kappa, Pi Gamma Mu, President's Scholar
McGill University, Montréal, Quebec, Canada: M.D.C.M., 1980, Honors
University of Denver, Lamont School of Music, B. Mus. (Carillon Performance), 2008,
Magna cum laude

Internship/Residency:

St. Michael's Hospital, University of Toronto, 1980 – 1982, Family Practice

Board Certification:

College of Family Physicians of Canada, 1982
American Board of Family Practice, 1986, 1990, 1994, 2001

Fellowships:

Thomas J. Watson Traveling Fellowship, 1975 -76: Carillon/Campanology in Europe

Employment:

Medicine:

Group Health Cooperative of Puget Sound: Family Practice, 1982 -1988
Tom Dooley Heritage: Director, Thoed Thai Hospital, Northern Thailand, 1988 - 1989
United States Public Health Service/Indian Health Service: 1990 – 1992:
Lieutenant Commander, Director, Wellpinit IHS
Urban Indian Health Service/Spokane Community Health: 1992 – 1995:
Director, Community Clinic for the Homeless, Spokane, WA
Spokane Valley Family Practice: 1996 -1997
Group Health Cooperative/Permanente, Spokane, WA: Family Practice, 1997 – 2007

Music: Carillon:

Carillonneur, St. Joseph's Oratory, Montréal, Quebec, Canada: 1976 -1980
Carillonneur, Canadian National Exhibition Carlsberg Carillon: 1980 – 1982
Carillonneur, Cathedral of St. John the Evangelist, Spokane, WA: 1990 – 2008
President, Guild of Carillonneurs in North America, 1987 -1988
Secretary of World Carillon Federation, 1990 – 1996
Co-Chair, Ronald Barnes Memorial Scholarship Fund Committee, 1998 – present
Dominion Carillonneur, Peace Tower, House of Commons, Ottawa, Ontario, 2008-
present

Music Society Memberships:

Spokane Symphony Chorale, 1995 – 2006
Spokane Folklore Society, 1997 – 2006
University of Ottawa Choir, 2009-2010
Ottawa Contradance Society, 2009- present

Certificate 2013-2014 Undergraduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|--|-------|-------|---------------|
| 2. Add new program: Certificate in Carillon Studies | x | | No |
| 7. Add description for Certificate in Carillon Studies | x | | No |

Music

School for Studies in Art and Culture
 (Faculty of Arts and Social Sciences)
 A911 Loeb Bldg.
 613-520-5770

<http://carleton.ca/ssac/music>

2. Add new program: Certificate in Carillon Studies

Old version:

- Music - B.Mus. Honours
- Music - B.A. Honours
- Music - B.A. Combined Honours
- Music - B.A. General
- Minor in Music

New version:

- Music - B.Mus. Honours
- Music - B.A. Honours
- Music - B.A. Combined Honours
- Music - B.A. General
- Minor in Music
- Certificate in Carillon Studies

Rationale: New program.

This section presents the requirements for programs in:

- Music - B.Mus. Honours
- Music - B.A. Honours
- Music - B.A. Combined Honours
- Music - B.A. General
- Minor in Music
- **Certificate in Carillon Studies**

Minor in Music (4.0 credits)

Open to all undergraduate degree students not in Music programs.

Requirements

| | | |
|--|---|------------|
| 1. 1.0 credit in: | | 1.0 |
| MUSI 1001 [0.5] | A History of Western Classical Music: Medieval to the Present | |
| MUSI 1002 [0.5] | Issues in Popular Music | |
| 2. 1.0 credit in | MUSI at the 2000-level | 1.0 |
| 3. 1.0 credit in | MUSI at the 3000-level | 1.0 |
| 4. 1.0 credit in | MUSI | 1.0 |
| 5. The remaining requirements of the major discipline(s) and degree must be satisfied. | | |
| Total Credits | | 4.0 |

7. Add description for Certificate in Carillon Studies

Old version:

None

New version:

Music**Certificate in Carillon Studies (4.0 credits)**

(typically taken over four academic terms, which may include summer terms)

Admission Requirements

- Secondary School Graduation Diploma (Gr. 12)
- Successful audition (a minimum piano proficiency level equivalent to Grade 8, Royal Conservatory of Music, is expected)
- Grade II Theory Rudiments, Royal Conservatory of Music (or equivalent)
- Approval of the SSAC/Music Associate Performance Instructor, Carillon (normally the Dominion Carillonneur)
- Approval of the Music Program (advised by the Supervisor of Performance Studies)

Year One (2.0 credits):

Requirements

| | | |
|--------------------------|---|-----|
| 1. 1.0 credit in | Performance Studies: | 1.0 |
| MUSI 1900 [0.5] | Performance I | |
| MUSI 1901 [0.5] | Performance II | |
| 2. 0.5 credit in: | | 0.5 |
| MUSI 1000 [0.5] | Introduction to the Study of Music | |
| MUSI 1001 [0.5] | A History of Western Classical Music: Medieval to Present | |
| MUSI 1710 [0.5] | Theoretical Studies: Aural Training I | |
| 3. 0.5 credit in: | | 0.5 |
| MUSI 4200 [0.5] | Special Topics | |
| MUSI 4800 [0.5] | Practicum in Music | |

Music elective as approved by both the Dominion Carillonneur and the Supervisor of Performance Studies

Year Two (2.0 credits):

Requirements

| | |
|--|-----|
| 1. 1.0 credit in Performance Studies: | 1.0 |
| MUSI 2900 [0.5] Performance III | |
| MUSI 2901 [0.5] Performance IV | |
| 2. 0.5 credit in: | 0.5 |
| MUSI 3103 [0.5] Canadian Music | |
| MUSI 3104 [0.5] Popular Musics in Canada | |
| MUSI 4103 [0.5] Ethnomusicology of Canadian Traditions | |
| MUSI 4104 [0.5] Musics of Canada's First Peoples | |
| MUSI 2602 [0.5] Composition I | |
| 3. 0.5 credit in: | 0.5 |
| MUSI 4201 [0.5] Special Topics | |
| MUSI 4801 [0.5] Practicum in Music | |

Music elective as approved by both the Dominion Carillonneur and the Supervisor of Performance Studies

While the Certificate in Carillon Studies may be completed as an independent, stand-alone certificate, all courses taken in completion of the curriculum outlined above may be applied for credit toward the Bachelor of Music or B.A. Music degrees, should a certificate student opt to apply for acceptance to one of these programs. Since the courses are transferable in this way, it will also be possible for students currently enrolled in one of Carleton's undergraduate Music programs to concurrently complete the Certificate in Carillon Studies.

Rationale: New program.

Music**Certificate in Carillon Studies (4.0 credits)**

(typically taken over four academic terms, which may include summer terms)

Admission Requirements

- Secondary School Graduation Diploma (Gr. 12)
- Successful audition (a minimum piano proficiency level equivalent to Grade 8, Royal Conservatory of Music, is expected)
- Grade II Theory Rudiments, Royal Conservatory of Music (or equivalent)
- Approval of the SSAC/Music Associate Performance Instructor, Carillon (normally the Dominion Carillonneur)
- Approval of the Music Program (advised by the Supervisor of Performance Studies)

Year One (2.0 credits):Requirements

1. 1.0 credit in Performance Studies: 1.0

MUSI 1900 [0.5] Performance I

MUSI 1901 [0.5] Performance II

2. 0.5 credit in: 0.5

MUSI 1000 [0.5] Introduction to the Study of Music

MUSI 1001 [0.5] A History of Western Classical Music: Medieval to Present

MUSI 1710 [0.5] Theoretical Studies: Aural Training I

3. 0.5 credit in: 0.5

MUSI 4200 [0.5] Special Topics

MUSI 4800 [0.5] Practicum in Music

Music elective as approved by both the Dominion Carillonneur and the Supervisor of Performance Studies

Year Two (2.0 credits):Requirements

1. 1.0 credit in Performance Studies: 1.0

MUSI 2900 [0.5] Performance III

MUSI 2901 [0.5] Performance IV

2. 0.5 credit in: 0.5

MUSI 3103 [0.5] Canadian Music

MUSI 3104 [0.5] Popular Musics in Canada

MUSI 4103 [0.5] Ethnomusicology of Canadian Traditions

MUSI 4104 [0.5] Musics of Canada's First Peoples

MUSI 2602 [0.5] Composition I

3. 0.5 credit in: 0.5

MUSI 4201 [0.5] Special Topics

MUSI 4801 [0.5] Practicum in Music

Music elective as approved by both the Dominion Carillonneur and the Supervisor of Performance Studies

While the Certificate in Carillon Studies may be completed as an independent, stand-alone certificate, all courses taken in completion of the curriculum outlined above may be applied for credit toward the Bachelor of Music or B.A. Music degrees, should a certificate student opt to apply for acceptance to one of these programs. Since the courses are transferable in this way, it will also be possible for students currently enrolled in one of Carleton's undergraduate Music programs to concurrently complete the Certificate in Carillon Studies.

A

Motion

Senate Meeting Date: February 15, 2013

THAT Senate approves the accelerated stream for the Master of Computer Science degree to commence September 2013.

THAT Senate endorse a report be submitted to CUCQA at the end of year that the 2nd cohort would be expected to complete the program that profiles the career paths of the students in comparison to the non-accelerated thesis stream.

B

Faculty: Faculty of ScienceAcademic Unit: School of Computer Science

Other Faculties: _____

Other Academic Units: _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2Description of Modification: Introduction of an accelerated stream to the Master of Computer Science degree - joint program with the University of OttawaProgram: Master of Computer Science
 Undergraduate program
 Graduate program
Degree(s): Master of Computer Science (joint U of Ottawa)Planned Start: September 2013APPIC Approval* - Meeting Date: October 31, 2012Program Champion: Doug Howe

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 30, 2013SAPC Approval Meeting Date: January 31, 2013

Notes:

C

Attachments:

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D

Outcome: Approved Not Approved Deferred

Notes:

Master of Computer Science Accelerated Stream

School of Computer Science

1. The stream

We are proposing to add an *Accelerated Stream* for the Carleton/UOttawa joint Master of Computer Science degree. The goal is to make the degree more attractive to Carleton and UOttawa undergraduates.

Students admitted to the Accelerated Stream will need to have already taken two MCS graduate courses from either Carleton or UOttawa. The stream's course requirement will therefore be three instead of the five in the regular MCS. Students will be expected to complete their degree in one year.

No official changes are needed in the undergraduate degree. All that is needed is the ability to give undergraduates special permission to take graduate-level courses as part of their undergraduate degree, and we already have this.

However, there will be an informal undergraduate advisory process that will ensure students are doing the kind of Honours Project work that will give them a head start in their MCS research, and that they are academically strong, with at minimum a CGPA of 8.0. The MCS admissions committee will need to assess an applicant's level of preparation for research and admit only if the student can reasonably be expected to complete their program in one calendar year.

Detailed description

The proposed accelerated stream will allow students to complete an Honours BCS and an MCS with thesis with three terms of work beyond what is normally required for the BCS.

Currently, the thesis option of the MCS program requires 2.5 credits in course work and a 2.5 credit thesis. The accelerated stream will require only 1.5 credits in course work, and retain the 2.5 credit thesis. The accelerated stream will not be available for the non-thesis option since one of our goals is to attract students into research.

We expect that the scheme will proceed as follows.

In the winter term of their third year, undergraduates “apply” for permission to pursue the accelerated MCS.

In fourth year, accepted students receive permission to take two 5000-level OCICS (Ottawa-Carleton Institute for Computer Science) courses as part of their undergraduate degree program. These courses would normally substitute for fourth-year courses. The

courses should be chosen in anticipation of the area of thesis research in the Master's degree.

Also in fourth year, students are required to do a research thesis for their Honours project. (Normally, a BCS Honours project can be also be a capstone project that synthesizes course work but does not require original research.) Students will also be guided to do their projects in areas where there is potential for them to do a master's thesis as well. While their master's work research results must be disjoint from their undergraduate ones, they can still build area expertise and research skills that will reduce the time needed for their graduate research.

In the fall of the fifth year, students in the Accelerated Stream take the three courses required by the stream. They should also have decided, by the end of the fall term, on their thesis topic.

The winter and summer terms of the fifth year are devoted to thesis work.

The admission requirements of the MCS stream will be the same as before, but with an additional requirement of two 5000-level OCICS courses with B or above.

While students "apply" during their undergraduate program, this is an informal process requiring no changes to the undergraduate calendar. All they are applying for is the ability to take two graduate courses and receive certain attention for their Honours project. No guarantee of acceptance into the MCS is given. They are only gaining access to one of the admission requirements of the accelerated stream.

Motivation

The purpose of this stream is to attract some of our top BCS students into our MCS program, thereby increasing enrollment, and especially domestic enrollment (most BCS students are domestic).

The biggest competition for our graduates with grad-school potential is industry. While the overall IT job market is not nearly as hot as in the dot-com era, there is extremely high demand for the best students. Such students can command high salaries and interesting positions in high-flying companies. Some of these students are interested in grad school and research, but don't want to postpone entering the job market for the 1.5 to 2 years it normally takes to do a masters. With the reduced course requirement, and getting a strong head start on thesis work in their BCS, finishing the MCS in three terms is feasible.

2. Merit

Strategic and academic plans

Both Defining Dreams and the Carleton Academic plan call for increasing graduate enrolment.

Fit with external discipline profile

All the current learning objectives for the MCS will be met, so the profile should be unchanged.

Distinctiveness

Unknown.

Internal impact

Insignificant.

Demand and outcomes

The evidence for demand is anecdotal. The School has had a number of undergraduates in recent years become involved in research. These students would be in a good position to complete MCS research quickly. Being allowed to take two graduate courses as undergraduates would be natural for them since the areas they were interested in have corresponding graduate courses. Being able to complete an MCS in one year as opposed to the usual two should be appealing to them, but we don't have any data beyond anecdotes to quantify this.

Since students will be doing the same total number of graduate courses and the same research thesis, there will no change to MCS outcomes.

Business Plan

No new resources are required. There may be some undergraduates that take our graduate courses with the intention of doing the MCS, but who then change their minds. The enrolment in our grad courses may thus end up being higher than what would normally be expected from our grad enrolment. However, our courses currently have capacity, and the undergraduate advisory process will allow us to control how many BCS students get permission to take graduate courses.

Space

No new space is required.

2013-2014 Graduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|----------------------------------|-------|-------|---------------|
| 1. Add Accelerated Stream to MCS | X | | No |

- **M.C.S. Computer Science**
- **M.C.S. Computer Science, Accelerated Stream**
- **M.C.S. Computer Science with Specialization in Bioinformatics (Specialization requirements listed under Bioinformatics)**
- **Ph.D. Computer Science**

M.C.S. Computer Science**About the Program**

The M.C.S. program leads to a graduate degree in Computer Science. The program combines breadth knowledge in computer science through course work and depth knowledge in the area of specialization through research (M.C.S. Thesis option) or through course work and a project (M.C.S. non-Thesis option).

- Software Engineering
- Theory of Computing
- Computer Systems

Within these areas, the program emphasizes problems of current practical significance and advances in computer science knowledge. The program fosters collaborative and interdisciplinary work with the scientific and industrial (private and public) communities.

Academic Regulations

See the [General Regulations](#) section of this Calendar.

Admission Requirements for MCS and MCS Bioinformatics

Applicants should have an Honours bachelor's degree in computer science or the equivalent, with at least high honours standing. By equivalent is meant an Honours degree in a program that includes at least twelve computer science half-credits, two of which must be at the 4000-level, and eight half-credits in mathematics, one of which must be at the 3000- or 4000-level. These courses must include the topics indicated below:

Computer Science

Data structures/file management, operating systems, computer architecture, algorithm design and analysis, assembly language and two high-level languages

Mathematics

Calculus, linear algebra, algebraic structures or discrete mathematics, probability and statistics, numerical analysis.

Applicants who have a general (3-year) bachelor's degree, or who otherwise lack the required undergraduate preparation, may be admitted to a qualifying-year program. Refer to the General Regulations section of this Calendar for regulations governing the qualifying year.

Admission Requirements for MCS Accelerated Stream

Applicants must have a Carleton BCS Honours degree with at least High Honours standing. The degree must include at least two COMP courses at the 5000-level with a grade of at B or above.

Program Requirements

Normally, students in the program will be expected to complete a thesis; however, students who have substantial relevant work experience may be permitted to take the non-thesis option, which must include a graduate research project course. Students in the Accelerated Stream must complete a thesis.

Each candidate submitting a thesis will be required to undertake an oral defence of the thesis.

Thesis Option Requirements, except for Accelerated Stream

| | |
|--|-----|
| 2.5 credits in course work ₁ | 2.5 |
| Fulfilment of the graduate seminar requirement | |
| 2.5 credits Thesis | 2.5 |
| Total Credits | 5.0 |

Accelerated Stream Requirements

| | |
|---|------------|
| <u>1.5 credits in course work,</u> | <u>1.5</u> |
| <u>Fulfilment of the graduate seminar requirement</u> | |
| <u>2.5 credits Thesis</u> | <u>2.5</u> |
| <u>Total Credits</u> | <u>4.0</u> |

Non-Thesis Option Requirements

| | |
|---|-----|
| 4.0 credits in course work | 4.0 |
| Fulfilment of the graduate seminar requirement | |
| 1.0 credit in graduate project (a project may be completed in one or two terms) | 1.0 |

Total Credits

5.0

Notes:

1. Course selections must be approved by the student's academic adviser, and must include at least (see OCICS course listing):

0.5 credit in software engineering

0.5 credit in the theory of computing

0.5 credit in either computer applications or computer systems

For students in the Accelerated Stream, the 5000-level COMP courses taken as part of the BCS degree can be used to satisfy area requirements.

2. The graduate seminar requirement includes a seminar presentation and participation in at least ten sessions in the joint graduate student seminar series.
3. Both course and thesis work may be completed either by full-time or part-time study.
4. A candidate may be permitted to carry out thesis work off campus provided suitable arrangements are made for supervision and experimental work, and prior approval is given by the Institute.

Co-operative Option

A co-operative option is also available to full-time students in the Masters of Computer Science. Co-operative education is based on the principle that academic studies combined with work experience are desirable for effective professional preparation.

In addition to all other requirements for the degree, students admitted to the co-operative option must satisfactorily complete two work terms placements with a suitable employer in order to graduate with a co-op designation on their transcripts and diplomas. It is desirable that the work placements be related to the student's research. Placements are subject to the approval of the Supervisor of Graduate Studies and of the student's research supervisor. These work terms are four months in duration and students will conduct job searches through the university's co-op office. During a work term, students will register in COMP 5913. While on a work term, students in this option are limited to taking one additional 0.5-credit course, or registering in their thesis.

Students in the co-op option normally apply for admission to the co-operative option during their first academic term. This option requires an initial study period of two academic terms, typically followed by two work terms and a final academic period to complete the remaining requirements of the degree. The student must submit a work term report or make a formal oral presentation upon the completion of each work placement, and receive a grade of Satisfactory in order to meet the requirements for the successful completion of that work term's requirement.

Guidelines for Completion of Master's Degree

The following completion times are estimates only, based on full-time study, and are intended to provide guidance only.

Students are urged to check with the supervisor of graduate studies to determine the exact requirements of the degree program and other related information. Part-time students should calculate the completion times requirement by doubling the time estimates given below.

Students should complete the course work within the first two terms.

Selection of courses should be done in consultation with the student's faculty advisor. Approval from the Graduate Supervisor of the Institute is only required for courses not listed as valid OCICS courses. Subject to the approval of the Graduate Supervisor, M.C.S. students may take courses in other relevant disciplines. At least half of the course credits of an M.C.S. student must be valid OCICS courses. At most, two Fourth Year undergraduate courses may be taken with the permission of the Graduate Supervisor. A thesis supervisor and thesis topic must be selected by the end of the second term. The supervisor of graduate studies should be formally notified of this selection. The expected completion time for the M.C.S. degree is four to six terms of full-time study depending on the type of thesis and the area of research.

Students wishing to pursue the co-op option normally apply for admission to the co-operative option during their first academic term. This option requires an initial study period of two academic terms, typically followed by two work terms and a final academic period to complete the remaining requirements of the degree. The student must submit a work term report or make a formal oral presentation upon the completion of each work placement, and receive a grade of Satisfactory in order to meet the requirements for the successful completion of that work term's requirement.

Gabarit pour des modifications majeures à des programmes d'études supérieures /
Template for Major Modifications to Graduate Programs

XXX (postcode)

Programme / **Program**: Master of COMPUTER SCIENCE (MCS)

Unité scolaire / **Academic Unit**: School of Electrical Engineering and Computer Science

Faculté / **Faculty**: Faculty of Engineering

Approbations internes / **Internal approvals**:

School of Computer Science (Carleton University) Council :

School of Electrical Engineering and Computer Science Council:

Ottawa-Carleton Institute of Computer Science :

Mise en vigueur / **Effective date**: MAY 2013

1. Décrire les modifications apportées (structure, cours, mode de livraison, abolition d'un champ, changements aux exigences du grade, etc.): [un paragraphe]

Describe the changes made (structure, courses, mode of delivery, deletion of a field, changes to the grade requirements, etc.): [one paragraph]

This proposal entails the creation of an **Accelerated Stream** in the MCS program offered under the auspices of the Ottawa-Carleton Institute of Computer Science (OCICS) to attract our best undergraduate students (those who obtain an average of at least 8.0 at the end of their third year) in the BSc program in Computer Science (CSI) and in the BScA program in Software Engineering (SEG).

In their fourth year of BSc/BScA study, they will take two master's (OCICS) courses among their elective courses and they will also be guided to do their fourth year projects in areas where there is potential for them to do a master's thesis. While their master's work research results must be distinct from their undergraduate ones, they can still build area expertise that will reduce the time needed for their graduate research. They will take three more master's courses to complete the total of five courses required for the regular MCS program. The other requirements of the regular MCS program (**with thesis, non-coop**), namely a seminar course and a successfully defended master's thesis, will also need to be completed.

2. Quelles sont les raisons qui justifient les modifications? [maximum un paragraphe]

What is the rationale for these changes? [maximum one paragraph]

The biggest competition for our graduates with grad-school potential is industry. While the overall IT job market is not nearly as hot as in the dot-com era, there is extremely high demand for the best students. Such students can command high salaries and interesting jobs in high-flying companies. Some of these students are interested in grad school and research, but don't want to postpone entering the job market for the 1.5 to 2 years it normally takes to do a master's in Computer Science.

The proposal will enable the students to complete the MCS Accelerated Stream program (with thesis, non-coop) in three terms (one year). Specifically, this is done by:

- inviting our best undergraduate students to apply for the Accelerated Stream
- adding two additional admission requirements compared to the regular MCS
 - o two OCICS master's courses with at least a grade of B to the admission requirements;
 - o an admission average of 8.0 or above.
- reducing the number of master's courses to be completed while registered in the MCS program from five to three (Accelerated Stream).

With the reduced course requirement, and getting a strong head start on thesis work in their bachelor degree, finishing the MCS in three terms is feasible.

3. Est-ce que les modifications auront un impact sur les objectifs du programme et sur les attentes à l'égard de la formation? Sur les résultats d'apprentissage du programme? [un paragraphe]

Will the proposed changes have an impact on the program's goals and Degree Level Expectations? On learning outcomes of the program? If yes, how? [one paragraph]

There is no impact on the goals of the existing BSc, BScA and MCS programs.

In fourth year, the BSc program in CSI has one compulsory course which is a project course (CSI4900). Similarly, the BScA in SEG has a compulsory capstone project (over two courses, SEG4910/SEG4911) and two other courses that are compulsory. In both CSI and SEG, the remaining courses are electives, two of which can be at the graduate level. These two graduate courses will not be counted toward the MCS course requirements.

The course component of the regular MCS program's learning outcomes will be satisfied by the graduating students still having completed five master's courses. Hence, the proposal only allows the possibility of doing an MCS in a shorter time than usual.

4. Est-ce que les modifications auront un impact sur le profil et l'inscription des étudiants? Si oui, de quelle manière? [maximum un paragraphe]

Will these changes affect the student's profile and enrolment? If yes, how? [maximum one paragraph]

Yes. We expect to see increased enrollment in the MCS program, especially on the part of excellent domestic students. This may in turn, in the long term, make our BSc CSI and BScA SEG programs more attractive, given a shorter path to completion of the MCS (a total of 5 years instead of 6). There is however no change in the BSc in Computer Science or in the BScA in Software Engineering. Students are not guaranteed acceptance into the MCS in advance. By taking two masters courses in their fourth year, they are only gaining access to one of the admission requirements of the Accelerated Stream. Their acceptance in the MCS will be confirmed only when they have completed their bachelor's with the necessary average.

5. Est-ce que les modifications / **Will the changes made:**

- sont conformes à la mission et au plan scolaire stratégique de l'Université et de l'unité scolaire?
- **be in line with the mission and academic plans of the University and of your unit?**

Yes. This proposal is compatible with the academic mission of the University and of the School. It pro-

vides the very best students an excellent opportunity to reduce the duration of the standard MCS program without having a significant impact on its quality.

- ont des conséquences sur les critères d'admission et le niveau de préparation?

- affect admission requirements and student's level of preparation?

The admission requirements of the MCS program for the Accelerated Stream will be slightly different since completion of two master's courses with at least a B average, together with a higher average, will also be required.

The students who have expressed their intent to go into the Accelerated Stream may have supervisors for their fourth-year project who have agreed to supervise their master's thesis. This will be done in close collaboration with the director of the graduate programs and the coordinators of the BSc/BScA fourth-year projects.

Students will thus be guided to do their projects in areas where there is potential for them to do a master's thesis as well. While their master's work research results must be distinct from their undergraduate ones, they can still build area expertise that will reduce the time needed for their graduate research.

- ont des conséquences sur les méthodes d'enseignement, d'apprentissage et d'évaluation?

- affect teaching, learning and evaluation methods?

No.

- ont des conséquences sur la structure du programme?

- affect the program structure?

Si oui, lesquelles? [un paragraphe]

If yes, how? [one paragraph]

Yes. The change in the MCS program structure consists of the course requirements being reduced from five to three courses as explained above. We expect that the scheme will proceed as follows:

- In the Fall of the first MCS year, students in the Accelerated Stream take the three courses required by the stream. They should also have decided, by the end of the Fall term, on their thesis topic.
- The Winter and Summer terms of that year are devoted to thesis work.

6. Est-ce que les modifications auront des conséquences sur les locaux et sur les ressources professorales, matérielles et financières nécessaires pour offrir le programme? Si oui, de quelle manière? [maximum un paragraphe]

Will the proposed changes have an impact on the facilities, faculty resources, and material and financial resources required to offer the program? If yes, how? [maximum one paragraph]

There is no negative impact on the facilities, faculty resources, material, and financial resources. The purpose of this stream is to attract some of our top BSc/BScA students into our MCS program, thereby increasing enrollment, and especially domestic enrollment (as most bachelor students are domestic) which may have a positive impact on the faculty and financial resources.

7. Est-ce que les modifications auront un impact sur la structure administrative du programme? Si oui, de quelle manière? [maximum un paragraphe]

Will the proposed changes affect the program's administrative structure? If yes, how? [maximum one paragraph]

No. The administration of the BSc, BScA, and MCS programs will remain the same.

8. Est-ce que les modifications auront un impact sur les autres programmes existants?

Will the proposed changes affect the other existing programs?

No. There is no foreseeable impact on the other programs.

9. Autres renseignements

Additional information

None

| CURRENT CALENDAR TEXT | PROPOSED CALENDAR TEXT (the changes are underlined, and the text strikethrough is no longer required) |
|---|---|
| <p><i>General Information</i></p> <p>Ottawa-Carleton Joint Program</p> <p>Students may include courses from both universities in their programs, and may select a supervisor from either university, but they should apply to the university with which their supervisor is associated. Their study program is administered by the university at which they are enrolled and is subject to its regulations.</p> <p>The program operates within the general framework of the "Regulations and Procedures for Joint Graduate Programs" (www.ociece) and the general regulations of the graduate faculty at each of the two universities.</p> <p>Students who wish to pursue studies in computer science leading to the degree of Master of Computer Science (MCS) or Doctor of Philosophy in Computer Science (PhD) can do so in joint programs offered by the School of Electrical Engineering and Computer Science (EECS) at the University of Ottawa and the</p> | <p><i>General Information</i></p> <p>Ottawa-Carleton Joint Program</p> <p>Students may include courses from both universities in their programs, and may select a supervisor from either university, but they should apply to the university with which their supervisor is associated. Their study program is administered by the university at which they are enrolled and is subject to its regulations.</p> <p>The program operates within the general framework of the "Regulations and Procedures for Joint Graduate Programs" (www.ociece www.ocjip.ca) and the general regulations of the graduate faculty at each of the two universities.</p> <p>Students who wish to pursue studies in computer science leading to the degree of Master of Computer Science (MCS) or Doctor of Philosophy in Computer Science (PhD) can do so in joint programs offered by the School of Electrical Engineering and Computer Science (EECS) at the University of Ottawa and the</p> |

School of Computer Science at Carleton University under the auspices of the Ottawa-Carleton Institute for Computer Science. The Institute is responsible for supervising these programs and for providing a framework for interaction between the universities in graduate computer science education. In addition to the faculty members from the two computer science programs, the Institute also has members with computer science expertise from other departments. The program includes a co-op option. The degree awarded is the Master of Computer Science (MCS). Requests for information and application forms should be sent to the graduate secretaries handling the admission process (Contact OCICS).

The Department of Computer Science is a participating unit in the collaborative program in bioinformatics at the master's level.

Admission

Admission to the program is competitive. Minimum requirements are a BSc (Honours) in Computer Science or equivalent with a 70 per cent (B) or higher average. All candidates must demonstrate fluency in either English or French.

NOTE: Equivalent is considered to be an honours university program which includes at least 12 three-

School of Computer Science at Carleton University under the auspices of the Ottawa-Carleton Institute for Computer Science. The Institute is responsible for supervising these programs and for providing a framework for interaction between the universities in graduate computer science education. In addition to the faculty members from the two computer science programs, the Institute also has members with computer science expertise from other departments. The program includes ~~a co-op option.~~ several options:

- [Master's with thesis option](#)
- [Master's with thesis option, Accelerated Stream](#)
- [Master's with thesis option, co-op](#)
- [Master's, non-thesis option](#)
- [Master's, non-thesis option, co-op](#)

The degree awarded is the Master of Computer Science (MCS). Requests for information and application forms should be sent to the graduate secretaries handling the admission process (~~Contact~~ [contact](#) OCICS).

The ~~Department of Computer Science~~ [Ottawa-Carleton Institute for Computer Science](#) is a participating unit in the collaborative program in bioinformatics at the master's level.

Admission

Admission to the program is competitive. Minimum requirements are a BSc (Honours) in Computer Science or equivalent with a 70 per cent (B) or higher average.

[The Accelerated Stream has two additional requirements:](#)

1. [Two OCICS master's courses each with 70 per cent \(B\) or higher grade \(taken during their Bachelor's program in Computer Science or Software Engineering\).](#)
2. [An admission average of 80 per cent \(A-\) or higher.](#)

All candidates must demonstrate fluency in either English or French.

NOTE: Equivalent is considered to be an honours university program which includes at least 12 three-

credit courses in Computer Science, four of which must be at the fourth-year level, as well as eight three-credit courses in Mathematics, two of which must be at the third- or fourth-year level. These courses must include all the following topics:

1. Computer Science Courses: Data Structures; Operating Systems; Computer Architecture; Algorithm Design and Analysis; Formal Languages; Programming Languages; Databases; and two High-Level Languages.
2. Mathematics Courses: Calculus; Linear Algebra; Probability and Statistics; and Algebraic Structures or Discrete Mathematics.

NOTE: If one or two of the above courses are missing, they will be added as extra requirements at admission time.

Co-op Option

To be admitted into the co-op option, students must commence the MCS program in the fall session and be registered full time. Applications for the co-op option must be received by the end of the first month of the student's registration in the MCS program. Acceptance into the co-op option is offered on a competitive basis and is managed by the Co-op Office. Enquiries should be directed to that office.

Collaborative Program in Bioinformatics at the Master's Level

The Institute of Computer Science is a participating unit in the collaborative program in bioinformatics at the master's level. This program has been established for the students wishing to include an interdisciplinary component in Bioinformatics as part of their degree in Computer Science.

Students should indicate in their initial application for admission that they wish to be accepted into the collaborative program. To be accepted, the thesis director must be a member of the collaborative program. Students are normally informed about their acceptance into the collaborative program at the same

credit courses in Computer Science, four of which must be at the fourth-year level, as well as eight three-credit courses in Mathematics, two of which must be at the third- or fourth-year level. These courses must include all the following topics:

1. Computer Science Courses: Data Structures; Operating Systems; Computer Architecture; Algorithm Design and Analysis; Formal Languages; ~~Programming Languages~~; Databases; and two High-Level Languages.
2. Mathematics Courses: Calculus; Linear Algebra; Probability and Statistics; and Algebraic Structures or Discrete Mathematics.

NOTE: If one or two of the above courses are missing, they will be added as extra requirements at admission time.

Co-op Option

To be admitted into the co-op option, students must commence the MCS program in the fall session and be registered full time. Applications for the co-op option must be received by the end of the first month of the student's registration in the MCS program. Acceptance into the co-op option is offered on a competitive basis and is managed by the Co-op Office. Enquiries should be directed to that office. [The co-op option is not available to MCS students in the Accelerated Stream.](#)

Collaborative Program in Bioinformatics at the Master's Level

The [Ottawa-Carleton](#) Institute of Computer Science is a participating unit in the collaborative program in bioinformatics at the master's level. This program has been established for the students wishing to include an ~~interdisciplinary~~ [interdisciplinary](#) component in Bioinformatics as part of their degree in Computer Science.

Students should indicate in their initial application for admission that they wish to be accepted into the collaborative program. To be accepted, the thesis director must be a member of the collaborative program. Students are normally informed about their acceptance into the collaborative program at the same

time as being informed about their admission into the primary program. For further details, see the Bioinformatics program.

Qualifying Program

Applicants who lack the required undergraduate preparation may be admitted to a qualifying-year program. The basis for admission to the qualifying year of the Masters program will normally be an honours degree in a related discipline with a "B" average (70-74%), provided that the honours program in question includes the equivalent of three years of an honours computer science program. A major degree holder with superior academic standing may be considered for admission to the qualifying year with suitable background preparation.

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Qualifying Program

Applicants who lack the required undergraduate preparation may be admitted to a qualifying-year program. The basis for admission to the qualifying year of the Masters program will normally be an honours degree in a related discipline with a "B" average (70-74%), provided that the honours program in question includes the equivalent of three years of an honours computer science program. A major degree holder with superior academic standing may be considered for admission to the qualifying year with suitable background preparation.

Program Requirements

Normally, students in the program will be expected to complete a thesis. Each candidate submitting a thesis will be required to defend it orally. However, students may be permitted to take a non-thesis option.

Master's with thesis option

Students in the thesis option must take five three-credit courses or equivalent, fulfill the graduate seminar requirements, and complete a thesis.

Non-thesis option

Students in the non-thesis option must take eight three-credit courses or equivalent, the Intensive Graduate Project Course in Computer Science, and fulfil the graduate seminar requirements.

Subject to the approval of the graduate coordinator, a student may take up to half of the course credits in the program in other disciplines (e.g. electrical engineering, mathematics and physics).

Program Requirements

Normally, students in the program will be expected to complete a thesis. Each candidate submitting a thesis will be required to defend it orally. However, students may be permitted to take a non-thesis option.

Master's with thesis option

Students in the thesis option must take five three-credit courses ([three courses in the Accelerated Stream](#)) or equivalent, fulfill the graduate seminar requirements, and complete a thesis.

Non-thesis option

Students in the non-thesis option must take eight three-credit courses or equivalent, the Intensive Graduate Project Course in Computer Science, and ~~fulfill~~ fulfill the graduate seminar requirements. [The non-thesis option is not available to MCS students in the Accelerated Stream.](#)

Subject to the approval of the graduate coordinator, a student may take up to half of the course credits in the program in other disciplines (e.g. electrical engineering, mathematics and physics).

Graduate Seminar (CSI 5902)

To fulfill the requirements of the CSI 5902 the student must:

- make a successful presentation;
- satisfy the attendance requirement as specified in the student handbook.

The graduate seminar requirements must be fulfilled within two consecutive sessions.

Course selection must be approved by the student's academic advisor, and must include at least:

- one three-credit course in Software Engineering (category E);
- one three-credit course in the Theory of Computing (category T);
- one three-credit course in either Computer Applications (category A) or Computer Systems (category S).

At most, two three-credit courses at the fourth year level are permitted.

A student may be permitted to carry out thesis work off campus provided suitable arrangements are made for supervision and experimental work, and prior approval is obtained from the Joint Program Committee and the Faculty of Graduate and Postdoctoral Studies.

The requirements of the co-op option are as follows:

CO-OP students must register full-time and complete two work terms: CSI6001 Co-op Work Term I and CSI6002 Co-op work term II.

Each work term is graded P/F (pass/fail), based on the employer's report and on the written report complet-

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To fulfill the requirements of the CSI 5902 the student must:

- make a successful presentation;
- satisfy the attendance requirement as specified in the student handbook.

The graduate seminar requirements must be fulfilled within two consecutive sessions.

Course selection

Course selection must be approved by the student's academic advisor, and must include at least:

- one three-credit course in Software Engineering (category E);
- one three-credit course in the Theory of Computing (category T);
- one three-credit course in either Computer Applications (category A) or Computer Systems (category S).

[For students in the Accelerated Stream, the two OCICS courses taken as part of their undergraduate degree can be used to satisfy at most two of the above category requirements.](#)

At most, two three-credit courses at the fourth year level are permitted.

A student may be permitted to carry out thesis work off campus provided suitable arrangements are made for supervision and experimental work, and prior approval is obtained from the Joint Program Committee and the Faculty of Graduate and Postdoctoral Studies.

The requirements of the co-op option are as follows:

~~CO-OP~~ Co-op students must register full-time and complete two work terms: CSI6001 Co-op Work Term I and CSI6002 Co-op work term II.

Each work term is graded P/F (pass/fail), based on the employer's report and on the written report complet-

ed by the student. (The report must be 30 pages, including appendices.) The report is evaluated by the professor in charge of the graduate co-op option in computer science.

The credits awarded for co-op terms may not be used to obtain equivalences for other courses. In other words, the co-op credits are additional to the minimum requirements of the degree.

To remain in the co-op option, students must:

- be registered full-time;
- maintain a 7.0 cumulative grade point average;
- obtain a satisfactory grade (P) for each co-op work term.

Collaborative Program in Bioinformatics at the Master's Level

For the requirements, refer to the Bioinformatics collaborative program.

Minimum Standards

The passing grade in all courses is B. Students who fail 6 credits, or whose research progress is deemed unsatisfactory are required to withdraw from the program.

Residence

All full-time students must complete a minimum of three sessions of full-time registration. In the case of transfer to the PhD, the residency period for the PhD is nine full-time sessions from the initial registration in the program.

Duration of the Program

Students are expected to complete all requirements within two years. The thesis must be submitted within four years of the date of initial registration in the pro-

ed by the student. (The report must be 30 pages [long](#), including appendices.) The report is evaluated by the professor in charge of the graduate co-op option in computer science.

The credits awarded for co-op terms may not be used to obtain equivalences for other courses. In other words, the co-op credits are additional to the minimum requirements of the degree.

To remain in the co-op option, students must:

- be registered full-time;
- maintain a 7.0 cumulative grade point average;
- obtain a satisfactory grade (P) for each co-op work term.

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For the requirements, refer to the Bioinformatics collaborative program.

Minimum Standards

The passing grade in all courses is B. Students who fail 6 credits, or whose research progress is deemed unsatisfactory are required to withdraw from the program.

Residence

All full-time students must complete a minimum of three sessions of full-time registration. In the case of transfer to the PhD, the residency period for the PhD is nine full-time sessions from the initial registration in the program.

Duration of the Program

Students are expected to complete all requirements within two years. [Students in the Accelerated Stream are however expected to finish at the end of three](#)

gram.

[terms](#). The thesis must be submitted within four years of the date of initial registration in the program.

Senate

Curriculum Management and Program Development

Major Modification Submission

Office of the

Provost and Vice-President Academic

A

Motion

Senate Meeting Date: February 15, 2013

THAT Senate approves the restructuring of the M. Architecture Professional program to a 13.0 credit program with additional curricular requirements of 2.5 credits for professional courses relating to architecture accreditation for those students without prior studies in architecture to commence September 2013.

B

Faculty: Faculty of Engineering and Design

Academic Unit: Azrieli School of Architecture & Urbanism

Other Faculties: _____

Other Academic Units: _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2

Description of Modification: Modify the M. Architecture Professional program to a 13.0 credit program with core curriculum requirements; students entering without prior studies in architecture be required to add an accreditation-based

Program: M. Architecture Professional

Undergraduate program Graduate program

Degree(s): Master

Planned Start: September 2013

APPIC Approval* - Meeting Date: January 16, 2013

Program Champion: Sheryl Boyle

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 30, 2013

SAPC Approval Meeting Date: January 31, 2013

Notes:

This modification seeks to restructure the curriculum as a 13.0 credit program with additional curricular requirements of 2.5 credits for professional courses relating to architecture accreditation. No additional resources are incurred as a result of these changes.

C

Attachments:

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D

Outcome: Approved Not Approved Deferred

Notes:

Azrieli School of Architecture & Urbanism

M. Architecture Professional 15.5 Credits

Character, Scope and Rationale for Major Modification

This modification seeks to restructure the curriculum as a 13.0 credit program with additional curricular requirements (2.5 credits) for Professional courses relating to Architecture Accreditation. No additional resources are incurred as a result of these changes.

At this stage of the new M.Arch 1, we recognize that many applicants bring with them undergraduate courses that are equivalent - in scope and content - to courses in the 15.5 credit curriculum. This is especially true of students who are applying from Carleton's BAS - programs (or external equivalent programs). In many cases, these u/g courses are rudimentary courses required for accreditation, offered at the 2000 and 3000 level. These match courses in the M.Arch 1 listed as 5000-level courses as part of the 15.5 credit curriculum. This modification proposes to isolate these courses as a requirement of a Professional Curriculum while reducing the Core Curriculum to 13.0 credits. Applicants who do not hold an architecture-related u/g degree would enroll in the complete Curriculum (Core + Professional = 15.5 credits - 7-terms) while others with an architectural foundation in u/g would be reviewed for exemptions from the Professional Curriculum (minimum 13.0 credit - 6-term program).

The current Graduate Calendar rules do not permit exemptions for courses taken at the 2000 and 3000 level. A number of courses, required by architectural accreditation, are delivered incrementally in undergrad studies, beginning at the 2000 level. By isolating these courses in the Professional Curriculum, applicants who have taken rudimentary courses deemed equivalent would be exempt. All applicants will be required to enroll in the 13.0 credit Core Curriculum in order to fulfill graduation requirements. This change would facilitate the review of equivalency without "double-dipping" nor providing exemptions for courses below 4000-levels.

This modification recognizes the vast diversity of national and international undergraduate programs in architecture and related disciplines. With the proposed changes, students applying with undergraduate studies containing comparable coursework can be evaluated at the time of the Portfolio Review and the Offer of Admission, thereby facilitating the process of Recruitment and Admissions. This will make the M.Arch 1 very attractive to national and international applicants.

This modification will align Carleton's Professional Master of Architecture program (7-term) with other such programs in Canada. Specifically the changes will facilitate the transfer of credits from other professional programs for courses which meet the accreditation requirements of professional studies in Architecture. This would further widen the pool of applicants while allowing for a simpler mechanism for granting of equivalencies at the time of the Offer of Admission.

This modification will help to attract students from the BAS-Conservation & Sustainability and the BAS-Urbanism from Carleton. These applicants have, as part of their undergraduate studies, covered a substantial number of professional courses currently required by the M.Arch 1. By granting equivalency for these courses, these students in particular, will benefit from a reduced M.Arch 1 curriculum and shorter degree duration.

This modification will not require additional resources.

Specifically, these modifications will make the M.Arch1 more attractive to certain Carleton applicants as well as national and international applicants. The changes are being proposed as a result of recent experiences over the last 2 admission cycles. Facilitating the review for equivalencies as part of a thorough evaluation of transcripts and syllabi would recognize emerging patterns and applicant origins. As the M,Arch 1 program's reputation grows, demand will follow. In our recruitment interviews, requests for "exemptions" is often presented. This modification, as a restructuring of M.Arch1 program curriculum, would clarify the process of reviewing academic standing, thus providing a very attractive option to external applicants.

| M.ARCH 1 | | PROGRAM GRID | |
|-------------------------------|---|--------------------|----------------------|
| Program CORE Structure | | 6-term | 13.0 credits |
| Year 1 | | | |
| Fall Term | | Winter Term | |
| 0.5 credit | Elective | 0.5 credit | Elective |
| 0.5 credit | H/T Elective | 0.5 credit | Elective/Wkshp |
| ARCS 5102 | Studio 1 | ARCS 5103 | Studio 2 |
| Year 2 | | | |
| Fall Term | | Winter Term | |
| ARCH 5200 | Grad Sem 1 | ARCH 5201 | Grad Sem 2 |
| 0.5 credit | Elective/Workshop | 0.5 credit | Elective/Wkshp |
| ARCS 5104 | Studio 3 | ARCS 5106 | Grad Studio 2 |
| Year 3 | | | |
| Fall Term | | Winter Term | |
| ARCN 5909 | DRS | ARCN 5909 | DRS |
| ARCC 5100 | Adv. Bldg Sys | 0.5 credit | H/T elective |
| General Admission | | 7-term | 15.5 credits |
| Year 1 | | | |
| Fall Term | | Winter Term | |
| ARCN 5005 | Drawing | ARCN 5000 | Computer Modelling |
| ARCC 5096 | Arch Tech 1 | ARCC 5097 | Arch Tech 2 (CIVE) |
| ARCS 5102 | Studio 1 | ARCS 5103 | Studio 2 |
| ARCH 5010 | Mod Arch | | |
| Year 2 | | | |
| Fall Term | | Winter Term | |
| ARCC 5098 | Arch Tech 3 | ARCH 5201 | Grad Sem 2 |
| ARCC 4500 | Design Ec | ARCC 5200 | Prof. Pract |
| ARCS 5104 | Studio 3 | ARCS 5105 | Grad Studio 1 |
| Year 3 | | | |
| Fall Term | | Winter Term | |
| ARCH 5200 | Grad Sem 1 | ARCC 5100 | Adv. Bldg Sys |
| ARCC 5099 | Arch Tech 4 | ARCN 5909 | DRS |
| ARCS 5106 | Grad Studio 2 | | |
| Summer Term | | | |
| 0.5 credit | Elective/Workshop | | |
| ARCN 5909 | DRS | | |
| C&S | | 6-term | 13.0 credits |
| Year 1 | | | |
| Fall Term | | Winter Term | |
| ARCN 5005 | Drawing | ARCC 5100 | Adv. Bldg Sys |
| 0.5 credit | H/T Elective | 0.5 credit | Free Elective/Wrkshp |
| ARCS 5102 | Studio 1 | ARCS 5103 | Studio 2 |
| Year 2 | | | |
| Fall Term | | Winter Term | |
| ARCH 5200 | Grad Sem 1 | ARCH 5201 | Grad Sem 2 |
| 0.5 credit | Elective/Workshop | ARCC 5200 | Prof. Pract |
| ARCS 5104 | Studio 3 | ARCS 5106 | Grad Studio 2 |
| Year 3 | | | |
| Fall Term | | Winter Term | |
| ARCN 5909 | DRS | ARCN 5909 | DRS |
| 0.5 credit | H/T Elective | 0.5 credit | Free Elective/Wrkshp |
| Urbanism | | 6-term | 13.0 credits |
| Year 1 | | | |
| Fall Term | | Winter Term | |
| ARCN 5005 | Drawing | ARCC 5200 | Prof. Pract |
| ARCC 5096 | Arch Tech 1 | ARCC 5097 | Arch Tech 2 (CIVE) |
| ARCS 5102 | Studio 1 | ARCS 5103 | Studio 2 |
| Year 2 | | | |
| Fall Term | | Winter Term | |
| ARCC 5098 | Arch Tech 3 | 0.5 credit | Free Elective/Wrkshp |
| ARCH 5200 | Grad Sem 1 | ARCH 5201 | Grad Sem 2 |
| ARCS 5104 | Studio 3 | ARCS 5106 | Grad Studio 2 |
| Year 3 | | | |
| Fall Term | | Winter Term | |
| ARCC 5099 | Arch Tech 4 | ARCC 5100 | Adv. Bldg Sys |
| ARCN 5909 | DRS | ARCN 5909 | DRS |
| Legend | | | |
| | Additional 0.5 Credit - If required - based on Portfolio Review | | |
| | Accreditation Requirement | | |
| | Course mapped to Accreditation Course Offset | | |

2013-2014 Graduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|---|--------|-------|---------------|
| 1. Offer the C+ option to the 13.0 M.Arch 1 Curriculum | X | | |
| 2. Enhancement of information in 'About the Program' for the M.Arch | | X | |
| 3. Clarification of admission requirement for M.Arch Professional | | | |
| 4. Clarification of admission requirement for M.Arch Professional [new 13.0 credit curriculum] | X X | | |
| 5. To Clarify that the M.Arch has two curricula not programs | | | |
| 6. Change the General Requirements of the M.Arch (13.0 credit) to reflect core course requirements | X | | |
| 7. Change the Specific Requirements of the M.Arch (13.0 credit) to reflect specific course requirements | X | X | |

Architecture

Azrieli School of Architecture and Urbanism
 Architecture Building
 Rm. 202
 613-520-2855
<http://carleton.ca/architecture>

- **M. Architectural Studies**
- **M.Architecture Professional**
- **Ph.D. Architecture**
- **Graduate Diploma in Architectural Conservation**

M. Architectural Studies**About the Program**

The Master of Architectural Studies (M.A.S.) is a 6.0-credit non-accredited degree for students interested in pursuing in-depth architectural research. Students holding a M.A.S. may be considered for admission to the PhD program in Architecture.

Academic Requirements

See the General Regulations section of this Calendar.

1. Offer the C+ option to the 13.0 M.Arch 1 Curriculum**Old Version**

Architecture does not permit the C+ option. (see Section 11.2 of the General Regulations).

New Version

Architecture permits the C+ option in the 13.0 credit M.Arch 1 curriculum only. (see Section 11.2 of the

General Regulations).

Rationale

The revised regulation would allow M.Arch 1 students up to 1.0 credit (2 courses) at C+ with the remaining credits requiring a B- to pass. This would help students in tech courses and/or undergraduate courses that are of entirely new content to non-architecture participants.

Architecture ~~does not~~ permits the C+ option in the 13.0 credit M.Arch 1 curriculum only. (see Section 11.2 of the General Regulations).

Admission Requirements

Successful completion of a degree in architectural studies with a minimum academic average of B- in their undergraduate studies.

Application must be accompanied by:

1. an essay of no more than 1500 words stating the topic of their future thesis, their selected focus of study defined geographically, temporally and architecturally including possible primary sources;
2. a portfolio of projects and creative works; and
3. a review of their interaction and experience in architectural or related practice (may be text, drawings and models, or built work) if applicable.

Professional experience may be taken into consideration.

Where applicants do not hold a degree in architecture but possess an honours degree in a related discipline, equivalence may be considered on the basis of a demonstrated, exceptional research ability and high academic standing (B+ minimum average).

When professional work is included as part of an applicant's portfolio, a precise description of the applicant's involvement and responsibilities in the completion of the project must be included.

All applicants must provide two confidential letters of reference on the prescribed forms and a statement of academic and professional objectives.

The Faculty of Graduate and Postdoctoral Affairs requires applicants whose native tongue is not English to be tested for proficiency in English, as described in Section 3.6 of the General Regulations of this Calendar.

An admissions committee, which includes the supervisor of graduate studies, will determine the merits of each applicant on the basis of academic record, evidence of visual and architectural design ability, and, where applicable, professional experience. Enrollment is limited. The School's admission policy is governed by the availability of graduate student space.

Program Requirements

General requirements:

1. **3.5 credits in core courses**

3.5

| | |
|--|-----|
| 2. 0.5 credit in elective course credit | 0.5 |
| 3. 2.0 credits in thesis, which must be defended at an oral examination | 2.0 |
| Total Credits | 6.0 |

Specific requirements:

Year 1

Fall Term

| | |
|-----------------|--------------------------------|
| ARCH 5301 [0.5] | Seminar: Vitruvian Exercises I |
| ARCN 5301 [0.5] | Workshop: Daedalic Exercises I |
| ARCH 5101 [1.0] | Colloquium I |

Winter Term

| | |
|-----------------|------------------------------------|
| ARCH 5302 [0.5] | Seminar II: Vitruvian Exercises II |
| ARCN 5302 [0.5] | Workshop: Daedalic Exercises II |
| ARCH 5101 [1.0] | Colloquium I |

Year 2

Fall Term

| | |
|-----------------|-----------------------------|
| ARCH 5003 [0.5] | Design and Culture Workshop |
| ARCT 5909 [2.0] | M.A.S. Thesis ¹ |

Winter Term

| | |
|-----------------|----------------------------|
| ARCT 5909 [2.0] | M.A.S. Thesis ¹ |
|-----------------|----------------------------|

Note(s):

¹ ARCT 5909 [2.0] normally extends over two terms.

2. Enhancement of the Information in 'About the Program' for the M.Arch**Old Version****M. Architecture Professional****About the Program**

The Master of Architecture Professional is a studio based degree program. The program stresses creativity and innovation within theoretical and practical parameters.

Students entering the program with an undergraduate BAS in Design will follow an 8.0 credit curriculum culminating in a two-credit thesis [M.Arch]. Students entering with a Bachelor of Architectural Studies (Urbanism, Conservation and Sustainability, or Philosophy and Criticism) or an Honours Degree in an unrelated field, will follow a 15.5 credit curriculum [M.Architecture 1] culminating in a two-credit Directed Research Thesis.

New Version**M. Architecture****About the Program**

The Master of Architecture is a studio based degree program. The program stresses creativity and innovation within theoretical and practical parameters.

Students entering the program with Carleton's Bachelor of Architectural Studies (BAS-Design, or equivalent degree), will follow an 8.0 credit curriculum culminating in a two-credit thesis [M.Arch]. Students entering with Carleton's Bachelor of Architectural Studies (Urbanism, Conservation and Sustainability, or Philosophy and Criticism), a degree deemed equivalent or an Honours undergraduate degree in another field, will follow a 13.0 credit curriculum [M.Arch 1] culminating in a two-credit Directed Research Studio. Each applicant with a suitable undergraduate degree will be evaluated for additional course requirements in order to satisfy professional accreditation and the "Student Performance Criteria" as defined by the Canadian Architectural Certification Board [CACB] to a maximum of 15.5 credits for the degree.

Rationale

To enhance and clarify the information regarding the Professional Master of Architecture program. The change from a 15.5 credit curriculum to a 13.0 credit "Core Curriculum" will serve to distinguish the core studies from the courses required for professional accreditation – "Professional Curriculum". Together, the Core Curriculum and the Professional Curriculum retain a maximum cumulative credit value of 15.5 credits for the M.Arch 1 program.

M. Architecture Professional**About the Program**

The Master of Architecture **Professional** is a studio based degree program. The program stresses creativity and innovation within theoretical and practical parameters.

Students entering the program with ~~Carleton's an undergraduate BAS in Design~~ **Carleton's a Bachelor of Architectural Studies (BAS-Design, or equivalent degree)** will follow an 8.0 credit curriculum culminating in a two-credit thesis [M.Arch]. Students entering with ~~Carleton's a~~ **Carleton's a Bachelor of Architectural Studies (Urbanism, Conservation and Sustainability, or Philosophy and Criticism), a degree deemed equivalent** or an Honours ~~undergraduate d~~ **Degree in an unrelated another** field, will follow a ~~15.5~~ **13.0** credit curriculum [M.Arch**itecture** 1] culminating in a two-credit Directed Research-~~Studio~~ **Thesis**. **Each applicant with a suitable undergraduate degree will be evaluated for additional course requirements in order to satisfy professional accreditation and the "Student Performance Criteria" as defined by the Canadian Architecture Certification Board [CACB] to a maximum of 15.5 credits for the degree.**

Academic Regulations

See the General Regulations section of this Calendar.

Architecture does not permit the C+ option (see Section 11.2 of the General Regulations).

Admission Requirements

3. Clarification of admission requirement for M.Arch Professional

Old Version

M. Architecture - 8.0 credits

- Successful completion of the Bachelor of Architectural Studies in Design (see Undergraduate Calendar) with a minimum academic average of B-.
- Application must be accompanied by two examples of the student's academic writing and a portfolio of their most recent studio work demonstrating facility in architectural design and methods of representation.

New Version

M.Architecture – 8.0 credits

- Successful completion of the Bachelor of Architectural Studies in Design or equivalent (see Undergraduate Calendar) with a minimum academic average of B-.
- Application must be accompanied by two examples of the student's academic writing and a portfolio of their most recent studio work demonstrating facility in architectural design and methods of representation.

Rationale

To clarify that the School will consider students from external Universities who hold an undergraduate architectural degree in a design-based program with a designation other than BAS.

M. Architecture - 8.0 credits

- Successful completion of the Bachelor of Architectural Studies in Design or equivalent (see Undergraduate Calendar) with a minimum academic average of B-.
- Application must be accompanied by two examples of the student's academic writing and a portfolio of their most recent studio work demonstrating facility in architectural design and methods of representation.

4. Clarification of admission requirement for M.Arch Professional [new 13.0 credit curriculum]**Old Version****M. Architecture – 15.5 credits**

- Successful completion of a Bachelor of Architectural Studies (Urbanism, Conservation & Sustainability, or Philosophy and Criticism) degree with a minimum academic average of B- in their undergraduate studies.
- Where applicants do not hold a degree in architecture but possess either an honours degree in a related discipline, equivalence may be considered on the basis of a demonstrated, exceptional research ability and high academic standing (B+ minimum average).

New Version**M. Architecture – 13.0 credits**

- Successful completion of Carleton's Bachelor of Architectural Studies (Urbanism, Conservation & Sustainability, or Philosophy and Criticism) degree with a minimum academic average of B- in their undergraduate studies.
- Where applicants do not hold a degree in architecture but possess either an honours degree in a related discipline, equivalence may be considered on the basis of a demonstrated, exceptional research ability and high academic standing (B+ minimum average).

Rationale

To clarify the admission requirements for the M.Arch 13.0 credit curriculum (M.Arch1) with a revision to the total credit value of the "Core Curriculum".

M. Architecture - ~~15.5~~13.0 credits

- Successful completion of ~~Carleton's~~ Bachelor of Architectural Studies (Urbanism, Conservation & Sustainability, or Philosophy and Criticism) degree with a minimum academic average of B- in their undergraduate studies.
- Where applicants do not hold a degree in architecture but possess either an honours degree in a related discipline, equivalence may be considered on the basis of a demonstrated, exceptional research ability and high academic standing (B+ minimum average).

5. To clarify that the M.Arch has two curricula not programs

Old Version**Applicable to both 8.0 credit- and 15.5 credit- programs**

- Professional experience may be taken into consideration.
- The Faculty of Graduate and Postdoctoral Affairs requires applicants whose native tongue is not English to be tested for proficiency in English, as described in Section 3.6 of the General Regulations of this Calendar.
- An admissions committee, which includes the Associate Director [Graduate Programs] , will determine the merits of each candidate on the basis of academic record, evidence of visual and architectural design, and, where applicable, professional experience. Enrollment is limited. The School's admission policy is governed by the availability of graduate student space. Possession of the minimum academic admission requirement does not, in itself, guarantee admission.
- All applicants must provide two confidential letters of reference on the prescribed forms and a statement of academic and professional objectives.
- When professional work is included as part of an applicant's portfolio, a precise description of the applicant's involvement and responsibilities in the completion of the project must be included.
- Applications must be accompanied by
 1. an essay of no more than 1500 words stating the topic of their future thesis, their selected focus of study defined geographically, temporally and architecturally including possible primary sources,
 2. a portfolio of projects and creative works, and
 3. a review of their interaction and experience in architectural or related practice (may be text, drawings and models, or built work) if applicable.

New Version**Applicable to both 8.0 credit- and 13.0 credit- curricula**

- Professional experience may be taken into consideration.
- The Faculty of Graduate and Postdoctoral Affairs requires applicants whose native tongue is not English to be tested for proficiency in English, as described in Section 3.6 of the General Regulations of this Calendar.
- An admissions committee, which includes the Associate Director [Graduate Programs] , will determine the merits of each candidate on the basis of academic record, evidence of visual and architectural design, and, where applicable, professional experience. Enrollment is limited. The School's admission policy is governed by the availability of graduate student space. Possession of the minimum academic admission requirement does not, in itself, guarantee admission.
- All applicants must provide two confidential letters of reference on the prescribed forms and a statement of academic and professional objectives.
- When professional work is included as part of an applicant's portfolio, a precise description of the applicant's involvement and responsibilities in the completion of the project must be included.
- Applications must be accompanied by
 1. an essay of no more than 1500 words stating the topic of their future thesis, their selected focus of study defined geographically, temporally and architecturally including possible primary sources,
 2. a portfolio of projects and creative works, and
 3. a review of their interaction and experience in architectural or related practice (may be text, drawings and models, or built work) if applicable.

Rationale

Editorial. For consistency and clarification.

Applicable to both 8.0 credit- and ~~15.5~~13.0 credit- ~~programs~~curricula

- Professional experience may be taken into consideration.
- The Faculty of Graduate and Postdoctoral Affairs requires applicants whose native tongue is not English to be tested for proficiency in English, as described in Section 3.6 of the General Regulations of this Calendar.
- An admissions committee, which includes the Associate Director [Graduate Programs] , will determine the merits of each candidate on the basis of academic record, evidence of visual and architectural design, and, where applicable, professional experience. Enrollment is limited. The School's admission policy is governed by the availability of graduate student space. Possession of the minimum academic admission requirement does not, in itself, guarantee admission.
- All applicants must provide two confidential letters of reference on the prescribed forms and a statement of academic and professional objectives.
- When professional work is included as part of an applicant's portfolio, a precise description of the applicant's involvement and responsibilities in the completion of the project must be included.
- Applications must be accompanied by
 1. an essay of no more than 1500 words stating the topic of their future thesis, their selected focus of study defined geographically, temporally and architecturally including possible primary sources,
 2. a portfolio of projects and creative works, and
 3. a review of their interaction and experience in architectural or related practice (may be text, drawings and models, or built work) if applicable.

Program Requirements

M. Architecture - 8.0 credits

General requirements

| | |
|---|-----|
| 1. 2.0 credits in core courses | 2.0 |
| 2. 1.0 credit in elective courses | 1.0 |
| 3. 3.0 credits in studio courses | 3.0 |
| 4. 2.0 credits in Thesis, which must defended at an oral examination | 2.0 |
| Total Credits | 8.0 |

Specific requirements:

Year 1

Fall Term

| | |
|-----------------|--|
| ARCH 5200 [0.5] | Graduate Seminar 1: Introduction to Critical Thought in Architecture |
| ARCC 5100 [0.5] | Advanced Building Systems |
| ARCS 5105 [1.5] | Graduate Studio 1 |

ARCC 5200 [0.5] or 0.5 credit elective from courses at the 5000-level or above, approved by the Associate Director (Graduate Programs)

Winter Term

ARCH 5201 [0.5] Graduate Seminar 2: Contemporary Theoretical Perspectives in Architecture

ARCS 5106 [1.5] Graduate Studio 2

0.5 credit in elective from courses at the 5000-level or above, approved by the Associate Director (Graduate Programs)

Year 2

Fall Term

ARCS 5909 [2.0] Thesis - Independent Study (See Note 1, below)

or ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS)

ARCC 5200 or 0.5 credit elective from courses at the 5000-level or above, approved by the Associate Director (Graduate Programs)

Winter Term

ARCS 5909 [2.0] Thesis - Independent Study (See Note 1, below)

or ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS)

0.5 credit in elective from courses at the 5000-level or above, approved by the Associate Director (Graduate Programs)

6. Change the General Requirements of the M.Arch (13.0 credit) to reflect General core course requirements

Old Version

M. Architecture 1 - 15.5 credits

General requirements

| | |
|--|------|
| 1. 5.0 credits in core courses | 5.0 |
| 2. 7.5 credits in studio courses | 7.5 |
| 3. 1.0 credit in History/Theory electives | 1.0 |
| 4. 2.0 credits in Thesis, which must be defended at an oral examination | 2.0 |
| Total Credits | 15.5 |

New Version

M. Architecture 1 – 13.0 credits

General requirements

Program Core Curriculum

| | |
|---------------------------------------|-----|
| 1. 1.5 credits in core courses | 1.5 |
|---------------------------------------|-----|

| | |
|---|-----|
| 2. 6.0 credits in studio courses | 6.0 |
| 3. 3.5 credit in electives | 3.5 |
| 4. 2.0 credits in Thesis - Directed Research Studio, which must be defended at an oral examination | 2.0 |
| Total Credits | 13 |

In addition to the Program Core Curriculum, the following courses are required in order to meet the Accreditation requirements (Student Performance Criteria) of the Professional Program. The following Professional Curriculum will may serve to fulfill the elective requirements in the Core Program.

| | |
|---|-----|
| 1. 3.5 credits in Architectural Technology courses | 3.5 |
| 2. 1.5 credits in comprehensive studio courses | 1.5 |
| 3. 0.5 credit in Computer Modelling | 0.5 |
| 4. 0.5 credits in History/Theory of Architecture courses | 0.5 |
| Total Credits | 6 |

Rationale

Adjustment to the credit value of the Core Curriculum. See also 'Specific Requirements'.

M. Architecture 1 - ~~15.5~~**13.0** credits

General requirements

Program Core Curriculum

| | |
|--|-----------------------------|
| 1. 5.0 1.5 credits in core courses | 5.0 1.5 |
| 2. 7.5 6.0 credits in studio courses | 7.5 6.0 |
| 3. 4.0 3.5 credit in History/Theory electives | 4.0 3.5 |
| 4. 2.0 credits in Thesis- <u>Directed Research Studio</u> , which must be defended at an oral examination | 2.0 |
| Total Credits | 15.5 13.0 |

In addition to the Program Core Curriculum, the following courses are required in order to meet the Accreditation requirements (Student Performance Criteria) of the Professional Program. The following Professional Curriculum may serve to fulfill the elective requirements in the Core Program.

| | |
|--|------------|
| <u>1. 3.5 credits in Architectural Technology courses</u> | <u>3.5</u> |
| <u>2. 1.5 credits in comprehensive studio courses</u> | <u>1.5</u> |
| <u>3. 0.5 credit in Computer Modelling</u> | <u>0.5</u> |

4. 0.5 credits in History/Theory of Architecture courses

0.5

Total Credits

6

7. Change the Specific Requirements of the M.Arch (13.0 credit) to reflect specific course requirements

Old Version

Specific requirements:

Year 1

Fall Term

ARCC 5096 [0.5] Building Technology I

ARCS 5102 [1.5] M.Arch. 1 - Studio I

0.5 credit in History/Theory elective

Winter Term

ARCC 5097 [0.5] Building Technology II

ARCS 5103 [1.5] M.Arch. 1 - Studio II

0.5 credit in History/Theory elective

Year 2

Fall Term

ARCC 5098 [0.5] Building Technology III

ARCC 4500 [0.5] Design Economics

ARCS 5104 [1.5] M.Arch. 1 - Studio III

Winter Term

ARCH 5201 [0.5] Graduate Seminar 2: Contemporary Theoretical Perspectives in Architecture

ARCC 5200 [0.5] Professional Practice

ARCS 5105 [1.5] Graduate Studio 1

Year 3

Fall Term

ARCH 5200 [0.5] Graduate Seminar 1: Introduction to Critical Thought in Architecture

ARCC 5099 [0.5] Building Technology IV

ARCS 5106 [1.5] Graduate Studio 2

Winter Term

ARCC 5100 [0.5] Advanced Building Systems

ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹

Summer Term

ARCH 5003 [0.5] Design and Culture Workshop

ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹

New Version

Specific requirements**Core Curriculum****Year 1****Fall Term**

Elective [0.5] Elective
 ARCS 5102 [1.5] M.Arch. 1 - Studio I
 Elective [0.5] History & Theory Elective

Winter Term

Elective [0.5] Elective
 ARCS 5103 [1.5] M.Arch. 1 - Studio II
 Elective [0.5] Elective

Year 2**Fall Term**

ARCH 5200 [0.5] Graduate Seminar 1; Introduction to Critical Thought in Architecture
 Elective [0.5] Elective
 ARCS 5104 [1.5] M.Arch 1 – Studio III Graduate Studio I

Winter Term

ARCH 5201 [0.5] Graduate Seminar 2: Contemporary Theoretical Perspectives in Architecture
 Elective [0.5] Elective
 ARCS 5106 [1.5] Graduate Studio 2

Year 3**Fall Term**

ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹
 ARCC 5100 [0.5] Advanced Building Systems

Winter Term

Elective [0.5] History & Theory Elective
 ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹

Professional Curriculum Course List

1. **ARCC 5096 [0.5]** Building Technology 1
2. **ARCH 5010 [0.5]** History & Theory of Modern Architecture
3. **ARCC 5097 [0.5]** Building Technology II
4. **ARCN 5000 [0.5]** Directed Studies in Computer-Aided Design
5. **ARCC 5098 [0.5]** Building Technology III
6. **ARCC 4500 [0.5]** Design Economics
7. **ARCS 5105 [1.5]** Graduate Studio I [Comprehensive]
8. **ARCC 5200 [0.5]** Professional Practice
9. **ARCC 5099 [0.5]** Building Technology IV
10. **ARCC 5100 [0.5]** Advanced Building Systems

Specific Requirements

Core and Professional Curriculum

Year 1

Fall Term

| | |
|-----------------|---|
| ARCC 5096 [0.5] | Building Technology I |
| ARCS 5102 [1.5] | M.Arch. 1 - Studio I |
| ARCH 5010 | History & Theory of Modern Architecture |

Winter Term

| | |
|-----------------|---|
| ARCC 5097 [0.5] | Building Technology II |
| ARCS 5103 [1.5] | M.Arch. 1 - Studio II |
| ARCN 5000 [0.5] | Directed Studies in Computer-Aided Design |

Year 2

Fall Term

| | |
|-----------------|-------------------------|
| ARCC 5098 [0.5] | Building Technology III |
| ARCC 4500 [0.5] | Design Economics |
| ARCS 5104 [1.5] | M.Arch 1 – Studio III |

Winter Term

| | |
|-----------------|---|
| ARCH 5201 [0.5] | Graduate Seminar 2: Contemporary Theoretical Perspectives in Architecture |
| ARCC 5200 [0.5] | Professional Practice |
| ARCS 5105 [1.5] | Graduate Studio 1 |

Year 3

Fall Term

| | |
|-----------------|--|
| ARCH 5200 [0.5] | Graduate Seminar 1: Introduction to Critical Thought in Architecture |
| ARCC 5099 [0.5] | Building technology IV |
| ARCS 5106 [1.5] | Graduate Studio 2 |

Winter Term

| | |
|-----------------|--|
| ARCC 5100[0.5] | Advanced Building Systems |
| ARCN 5909 [2.0] | Thesis - Directed Research Studio (DRS) ¹ |

Summer Term

| | |
|------------------------|---|
| 0.5 credit in elective | At the 4000-level or above, approved by the Associate Director (Graduate Program) |
| ARCN 5909 [2.0] | Thesis - Directed Research Studio (DRS) ¹ |

Rationale

We recognize that many applicants bring with them undergraduate courses that are equivalent – in scope and content – to courses in the 15.5 credit curriculum. In many cases, these undergraduate courses are rudimentary courses required for accreditation. These match courses in the M.Arch 1 listed as 5000-level courses as part of the 15.5 credit curriculum. This modification proposes to isolate these courses as part of the 15.5 credit curriculum.

Specific requirements

Core Curriculum**Year 1****Fall Term**

Elective [0.5] Elective
ARCS 5102 [1.5] M.Arch. 1 - Studio I
Elective [0.5] History & Theory Elective

Winter Term

Elective [0.5] Elective
ARCS 5103 [1.5] M.Arch. 1 - Studio II
Elective [0.5] Elective

Year 2**Fall Term**

ARCH 5200 [0.5] Graduate Seminar 1; Introduction to Critical Thought in Architecture
Elective [0.5] Elective
ARCS 5104 [1.5] M.Arch 1 – Studio III

Winter Term

ARCH 5201 [0.5] Graduate Seminar 2: Contemporary Theoretical Perspectives in Architecture
Elective [0.5] Elective
ARCS 5106 [1.5] Graduate Studio 2

Year 3**Fall Term**

ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹
ARCC 5100 [0.5] Advanced Building Systems

Winter Term

Elective [0.5] History & Theory Elective
ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹

Professional Curriculum Course List

1. ARCC 5096 [0.5] Building Technology 1
2. ARCH 5010 [0.5] History & Theory of Modern Architecture
3. ARCC 5097 [0.5] Building Technology II
4. ARCN 5000 [0.5] Directed Studies in Computer-Aided Design
5. ARCC 5098 [0.5] Building Technology III
6. ARCC 4500 [0.5] Design Economics
7. ARCS 5105 [1.5] Graduate Studio I [Comprehensive]
8. ARCC 5200 [0.5] Professional Practice
9. ARCC 5099 [0.5] Building Technology IV
10. ARCC 5100 [0.5] Advanced Building Systems

Specific Requirements

Core and Professional Curriculum**Year 1****Fall Term**ARCC 5096 [0.5] Building Technology IARCS 5102 [1.5] M.Arch. 1 - Studio IARCH 5010 History & Theory of Modern Architecture**Winter Term**ARCC 5097 [0.5] Building Technology IIARCS 5103 [1.5] M.Arch. 1 - Studio IIARCN 5000 [0.5] Directed Studies in Computer-Aided Design**Year 2****Fall Term**ARCC 5098 [0.5] Building Technology IIIARCC 4500 [0.5] Design EconomicsARCS 5104 [1.5] M.Arch 1 – Studio III**Winter Term**ARCH 5201 [0.5] Graduate Seminar 2: Contemporary Theoretical Perspectives in ArchitectureARCC 5200 [0.5] Professional PracticeARCS 5105 [1.5] Graduate Studio 1**Year 3****Fall Term**ARCH 5200 [0.5] Graduate Seminar 1: Introduction to Critical Thought in ArchitectureARCC 5099 [0.5] Building technology IVARCS 5106 [1.5] Graduate Studio 2**Winter Term**ARCC 5100[0.5] Advanced Building SystemsARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹**Summer Term**0.5 credit in elective At the 4000-level or above, approved by the Associate Director (Graduate Program)ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) ¹**Specific requirements:****Year 1****Fall Term**ARCC 5096 [0.5] Building Technology IARCS 5102 [1.5] M.Arch. 1 – Studio I0.5 credit in History/Theory elective**Winter Term**

~~ARCC 5097 [0.5] Building Technology II~~
~~ARCS 5103 [1.5] M.Arch. 1 – Studio II~~
~~0.5 credit in History/Theory elective~~
~~Year 2~~
~~Fall Term~~
~~ARCC 5098 [0.5] Building Technology III~~
~~ARCC 4500 [0.5] Design Economics~~
~~ARCS 5104 [1.5] M.Arch. 1 – Studio III~~
~~Winter Term~~
~~ARCH 5201 [0.5] Graduate Seminar 2: Contemporary Theoretical Perspectives in Architecture~~
~~ARCC 5200 [0.5] Professional Practice~~
~~ARCS 5105 [1.5] Graduate Studio 1~~
~~Year 3~~
~~Fall Term~~
~~ARCH 5200 [0.5] Graduate Seminar 1: Introduction to Critical Thought in Architecture~~
~~ARCC 5099 [0.5] Building Technology IV~~
~~ARCS 5106 [1.5] Graduate Studio 2~~
~~Winter Term~~
~~ARCC 5100 [0.5] Advanced Building Systems~~
~~ARCN 5909 [2.0] Thesis – Directed Research Studio (DRS)¹~~
~~Summer Term~~
~~ARCH 5003 [0.5] Design and Culture Workshop~~
~~ARCN 5909 [2.0] Thesis – Directed Research Studio (DRS)¹~~

Note(s):

¹ ARCS 5909 [2.0] Thesis - Independent Study and ARCN 5909 [2.0] Thesis - Directed Research Studio (DRS) normally extend over two terms. This project will follow guidelines prescribed by the Associate Director (Graduate Programs).

² The thesis is expected to include both a written text and a design component with appropriate modes of two and three-dimensional representation, including digital. Final thesis documentation must satisfy the requirements established by the Faculty of Graduate and Postdoctoral Affairs.

A **Motion** **Senate Meeting Date:** February 15, 2013

THAT Senate approves the name change of Graduate Certificate in Conflict Resolution to Graduate Diploma in Conflict Resolution to commence September 2013.

B **Faculty:** Faculty of Public Affairs **Academic Unit:** Law and Legal Studies

Other Faculties: _____ **Other Academic Units:** _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2 **Description of Modification:** Change name of Graduate Certificate in Conflict Resolution to Graduate Diploma in Conflict Resolution.

Program: Conflict Resolution

Undergraduate program Graduate program

Degree(s): Type 3 diploma (direct entry) **Planned Start:** September 2013

APPIC Approval* - Meeting Date: January 16, 2013 **Program Champion:** Cheryl Picard

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 30, 2013

SAPC Approval Meeting Date: January 31, 2013

Notes:

C **Attachments:**

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D **Outcome:** Approved Not Approved Deferred

Notes:

2013-2014 Graduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|---------------------------------------|----------|-------|---------------|
| 1. Update Name and description | X | | none |

Conflict Resolution

Department of Law
 Loeb Building C473
 613-520-3690
<http://carleton.ca/law>

Graduate Certificate in Conflict Resolution**About the Program****1. Update Name and description****Old Version:****Graduate Certificate in Conflict Resolution****About the Program**

The Department of Law offers a program of advanced study leading to a Graduate Certificate in Conflict Resolution. The Certificate provides an interdisciplinary program of study emphasizing the theory and practice of conflict analysis, prevention and intervention, with an emphasis on the Insight approach to conflict and Insight Mediation. The program has an academic structure and a professional orientation, and is directed toward individuals whose work involves dealing with conflict between individuals, within groups or between groups. The program develops in students both an intellectual foundation and applied skills that enable them to deal with conflict wisely. Interested students should contact the Department of Law for information concerning admission and program requirements, scheduled courses, and fee schedules.

New Version:**Graduate Diploma in Conflict Resolution****About the Program**

The Department of Law and Legal Studies offers a program of advanced study leading to a Graduate Diploma in Conflict Resolution. The program provides an interdisciplinary approach emphasizing the theory and practice of conflict analysis, prevention and intervention, with an emphasis on the insight approach to conflict and insight mediation. The program has an academic structure and a professional orientation and is directed toward individuals whose work involves dealing with conflict between individuals, within groups or between groups. The program develops in students both an intellectual foundation and applied skills that enable them to deal with conflict wisely. Interested students should contact the Department of Law and Legal Studies for information concerning admission and program requirements, scheduled courses, and fee schedules.

Rationale:

This graduate program leads to a Graduate Certificate in Conflict Resolution (GCCR). It was approved by Carleton University Senate in late 1996, and offered the first set of courses in the summer of 1997.

We are requesting that the name of the *Graduate Certificate in Conflict Resolution* program be changed to a *Diploma in Conflict Resolution* program.

On April 18, 2001 the Ontario Council on Graduate Studies approved the recommendation by the Appraisal Committee to accredit the GCCR program as a Type 3 Diploma program). Changing the program name to reflect this designation will reflect this.

It has come to our attention that in the future OCGS accredited programs such as the GCCR program will be recognized as university-level programs through the use of the term "diploma." To reflect that the GCCR program is a university program and that it has been accredited by OCGS as a Type 3 graduate diploma it seems prudent to change the name from a certificate to a diploma.

Seeking a name change is timely as the office of Graduate Studies is currently working with GCCR program staff to re-design its marketing materials and update its website. The designation of "diploma" is expected to be attractive to students considering applying to the GCCR program at Carleton.

Discussions with some students currently enrolled in the program indicate that they would be pleased to have the designation of "diploma", as it more accurately reflects the level of their study. Students currently in the program will be given the option to choose the name with which they prefer to graduate.

The Department of Law [and Legal Studies](#) offers a program of advanced study leading to a Graduate ~~Certificate~~ [Diploma](#) in Conflict Resolution. The ~~Certificate~~ [program](#) provides an interdisciplinary program of study emphasizing the theory and practice of conflict analysis, prevention and intervention, with an emphasis on the Insight approach to conflict and Insight Mediation. The program has an academic structure and a professional orientation, and is directed toward individuals whose work involves dealing with conflict between individuals, within groups or between groups. The program develops in students both an intellectual foundation and applied skills that enable them to deal with conflict wisely. Interested students should contact the Department of Law [and Legal Studies](#) for information concerning admission and program requirements, scheduled courses, and fee schedules.

A

Motion

Senate Meeting Date: February 15, 2013

THAT Senate approves the change of clusters to fields and the combining and re-naming of fields to International Economic Policy, International Organizations and Global Public Policy and Development Projects and Planning for the MA International Affairs program to commence September 2013.

B

Faculty: Faculty of Public AffairsAcademic Unit: N. Paterson School of International Affairs

Other Faculties: _____

Other Academic Units: _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2

Description of Modification: Change clusters to fields; combine and rename fields; build and adjust coherent course offerings (add/delete courses; change course credits) to reflect both pedagogical needs of the fields and areas of teaching expertise

Program: International Affairs
 Undergraduate program Graduate program
Degree(s): Master of ArtsPlanned Start: September 2013APPIC Approval* - Meeting Date: November 21, 2012Program Champion: Dane Rowlands

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 9, 2013SAPC Approval Meeting Date: January 31, 2013

Notes:

C

Attachments:

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D

Outcome: Approved Not Approved Deferred

Notes:

Norman Paterson School of International Affairs

M.A. International Affairs

Character, Scope and Rationale for Major Modification

There are four types of program changes here.

1. First, we have switched from “clusters” to “fields” to reflect terminology used elsewhere in the university.
2. Second, we have, following Sprott, set these up as specialization to be identified on the transcript so that students are able to signal more clearly the area on which their studies focused. This framework also allows us to impose more rigorous expectations on students to be able to claim an area of expertise, without compromising the tradition of the school for having flexible programs to suit their interests. Students can either choose to fulfill the requirements of a field and earn a specialization, or not fulfill the requirements of a field and earn simply a general MA without a specialization.
3. The titles of some fields have also changed.
 - a. The **International Economic Policy** field combines the old International Trade Policy and Global Political Economy fields. These fields attracted somewhat fewer applications individually, and represented a somewhat artificial separation of the financial and trade side of economic policy. It was determined that a single unified field would allow students to acquire a more comprehensive understanding of economic policy needed for working in that area.
 - b. The name change for International Institutions and Global Governance to **International Organizations and Global Public Policy** is a cleaner representation of what we have been teaching in the area, while emphasizing both the international and policy elements of the School. Similarly International Development Policy is a much more appealing name than International Dimensions of Development, while also emphasizing our need to focus on policy.
 - c. Finally the cluster Human Security and Development has been changed to **Development Projects and Planning**. This change reflects two requirements. First, our faculty member in human security left, making us too weak in the area to claim expertise. Second, the field has been restructured to coordinate more closely with the Sprott MBA-ID, with which this field shares some required courses. The re-orientation moves the school back towards its traditional area of development, but with a re-emphasis on applied policy and projects at the domestic rather than the international level.

4. Finally the designated field courses have been restructured to reflect new courses, course deletions, and to otherwise build more coherent course offerings to reflect both the pedagogical needs of the fields and our areas of teaching expertise.

Course Changes

1. After discussion and research with focus groups and surveys it was determined that the School needs to improve its training in research methods, especially in statistics and research design. In addition law was identified as both an important area with which all students should have some familiarity, and which will expand the set of interdisciplinary skills that we provide to our students. The switch to the $\frac{1}{4}$ course basis follows practice at Sprott, and allows us to have distinct classes without taking up too many of the credits in our 5.0 credit program. The $\frac{1}{4}$ course structure also assists us in terms of managing teaching resources and providing a pedagogically more sound teaching framework that avoids the need for blending grades from distinct subjects within a single course, and by ensuring greater expertise of the teaching faculty.

2013-2014 Graduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|----------------------------------|-------|-------|---------------|
| 1. Revised Specific Requirements | X | | |
| 2. Revise Required Courses | X | | |
| 3. Revise Fields | X | | |

International Affairs

Norman Paterson School of International Affairs
 5306 River Building
 613-520-6655
<http://carleton.ca/npsia>

- M.A. International Affairs
- M.A. International Affairs with Specialization in African Studies (Specialization requirements listed under African Studies)
- M.A. International Affairs/JD
- Ph.D. International Affairs

M.A. International Affairs**About the Program**

The Norman Paterson School of International Affairs (NPSIA) was established in the mid-1960s with the generous support of the late Senator Norman M. Paterson to encourage and promote graduate study and professional research and publications in the field of international affairs. The NPSIA program is interdisciplinary, reflecting our the philosophy that exposure to a range of disciplines is necessary to develop an understanding of our complex global environment. We also provide a policy-oriented learning environment to enable our students to engage effectively with the global policy community during and after their studies at NPSIA.

Academic Regulations

See the General Regulations section of this Calendar.

A grade of B- or better must be obtained in each credit counted towards the master's degree. The School does not permit exceptions to this rule.

Students will be required to withdraw from the program if their grade point average falls below 7.0 (B-), or if they receive a grade of less than B- in any two courses that are eligible to be counted toward the Master's degree.

Admission Requirements

The minimum requirement for admission into the master's program is a B.A. (Honours) degree in a discipline related to international affairs.

Under current practice, at least a high honours standing (B+ minimum) is normally required to be considered for admission to the program.

Applicants may submit Graduate Record Examination (GRE) aptitude test scores; in some circumstances, students may be required to submit GRE scores.

The Faculty of Graduate and Postdoctoral Affairs requires applicants whose native tongue is not English to be tested for proficiency in English. NPSIA applicants must submit a CAEL Assessment™ score of a minimum of 70 or a TOEFL score of 250 computer-based or 600 regular 100 iBT (minimum score of 25 in each of reading, writing, speaking and listening).

Students admitted to the NPSIA M.A. program must have successfully completed a 1.0 credit (or the equivalent) course in introductory economics (introductory microeconomics and introductory macroeconomics for economics majors) before starting the program.

Students who have not completed one credit of introductory economics at the time of their application will have their admission into the program made conditional upon its successful completion prior to registration. In some cases where the student is deemed by the admissions committee to have an insufficient background in international affairs they may be required to complete up to two additional courses as part of their M.A. program. Students who are uncertain about whether they meet the background requirements are encouraged to contact the School of International Affairs.

Program Requirements - Full-time M.A.

The Master of Arts in International Affairs is a 5.0 credit program and students must select one of three program patterns:

- Thesis: 2.0 credits in Thesis plus 3.0 credits course work
- Research essay: 1.0 credit in Research Essay plus 4.0 credits course work
- Coursework: 5.0 credits in Course Work

~~Most~~ Students ~~are~~ admitted to the full-time program and must complete all of the degree requirements within two calendar years or six terms of full-time study. Students admitted into the full-time program are expected to continue to reister as full-time students until completion of their program. The program may be completed within one calendar year, though it normally takes at least four terms of full-time study. ~~In exceptional cases, students may complete the program within one calendar year.~~

A minimum of 1.5 credits must normally be completed in each of the first two terms of full-time study, including the mandatory program courses.

All courses used for credit in the degree must be approved in advance by the M.A. Program Supervisor ~~Associate Director of the School.~~

1. Revise specific requirements

Rationale: After discussion and research with focus groups and surveys it was determined that the School needs to improve its training in research methods, especially in statistics and research design. In addition law was identified as both an important area with which all students should have some familiarity, and which will expand the set of interdisciplinary skills that we provide to our students. The switch to the ¼ course basis follows practice at Sprott, and allows us to have distinct classes without taking up too many of the credits in our 5.0 credit program. The ¼ course structure also assists us in terms of managing teaching resources and providing a pedagogically more sound teaching framework that avoids the need for blending grades from distinct subjects within a single course, and by ensuring greater expertise of the teaching faculty.

The specific requirements are:

- ~~INAF 5001~~ INAF 5011 Policy Process and Methods for International Affairs [0.25 credit] (which must be completed by the end of the second term).
- INAF 5012: Law and International Affairs [0.25 credit] which must be completed by the end of the second term.
- INAF 5013: Research Design and Methods for International Affairs [0.25 credit] which must be completed by the end of the second term.
- INAF 5014: Statistical Analysis for International Affairs [0.25 credit] which must be completed by the end of the second term.
- Successful completion, by the end of the second term, of one of the following 0.5 credit economics ECON courses: ~~associated with the cluster selected:~~ INAF 5009, INAF 5214, INAF 5205, INAF 5308, INAF 5309, INAF 5600, INAF 5703. ~~If the required course is not offered in a given year, or the student is deemed to have fulfilled the requirement by successfully completing an equivalent course, another ECON course may be approved as a substitute.~~
- ~~A compulsory 0.5-credit course associated with the cluster selected which must be completed by the end of the second term~~
- An additional 3.5 credits (or the equivalent) which may be completed in one of the following ways:
 - o 3.5 credits of courses
 - o 2.5 credits of courses plus a 1.0-credit research essay INAF 5908
 - o 1.2.5 credits of courses plus a 2.0-credit master's thesis INAF 5909
- 1.5 credits of the total required 5.0 credits may be selected from courses offered in other departments, with a maximum of 1.0 credit from a single department and a maximum of 1.0 credit selected from fourth year undergraduate courses. Approval of any course not identified as an INAF 5000 level course must be approved by the M.A. Program Supervisor. A minimum of 1.5 credits must normally be completed in each of the first two terms.
- Students must successfully complete an examination in second language proficiency administered by Carleton University's School of Linguistics and Language Studies, or meet the equivalent standard as determined by the School of Linguistics and Language Studies. There is an administrative fee for the standard test which also provides a certificate of language proficiency. Students are strongly encouraged to take the opportunity to improve their language skills during their studies, including during their summer terms. Details of the language requirement are provided on the School website.

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2. Revise required courses
 Rationale: The change reflects the proposed switch from a 0.5 credit course in policy and methods to the suite of 4 ¼ credit courses covering policy, international law, research design, and statistics.

Required Courses

All students must complete:

- INAF 5001 [0.25] Policy Process and Methods for International Affairs
- INAF 5012 [0.25] Law and International Affairs
- INAF 5013 [0.25] Research Design and Methods for International Affairs
- INAF 5014 [0.25] Statistics for International Affairs

In addition, at least one of the following seven ~~designated~~ economics courses must be

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~~completed~~selected:

| | |
|-----------------|--|
| INAF 5009 [0.5] | International Aspects of Economic Development |
| INAF 5205 [0.5] | Economics of Conflict |
| INAF 5214 [0.5] | Economics for Defence and Security |
| INAF 5308 [0.5] | International Trade: Theory and Policy |
| INAF 5309 [0.5] | International Finance: Theory and Policy |
| INAF 5600 [0.5] | Human Resource Development |
| INAF 5703 [0.5] | <u>International Public</u> Economics of Institutions and Global Governance |

~~Note: students are required to take the economics course associated with their cluster as noted below. Candidates with sufficient economics training may be permitted to substitute other courses.~~

3. Revise fields

Rationale: There are four types of changes here. First, we have switched from "clusters" to "fields" to reflect terminology used elsewhere in the University. Second, we have, following Sprott, set these up as specialization to be identified on the transcript so that students are able to signal more clearly the area on which their studies focused. This framework also allows us to impose more rigorous expectations on students to be able to claim an area of expertise, without compromising the tradition of the School for having flexible programs to suit their interests. Students can either choose to fulfill the requirements of a field and earn a specialization, or not fulfill the requirements of a field and earn simply a general MA without a specialization.

The titles of some fields have also changed. The International Economic Policy field combines the old International Trade Policy and Global Political Economy fields. These fields attracted somewhat fewer applications individually, and represented a somewhat artificial separation of the financial and trade side of economic policy. It was determined that a single unified field would allow students to acquire a more comprehensive understanding of economic policy needed for working in that area. The name change for International Institutions and Global Governance to International Organizations and Global Public Policy is a cleaner representation of what we have been teaching in the area, while emphasizing both the international and policy elements of the School. Similarly International Development Policy is a much more appealing name than International Dimensions of Development, while also emphasizing our need to focus on policy. Finally the cluster Human Security and Development has been changed to Development Projects and Planning. This change reflects two requirements. First, our faculty member in human security left, making us too weak in the area to claim expertise. Second, the field has been restructured to coordinate more closely with the Sprott MBA-ID, with which this field shares some required courses. The re-orientation moves the school back towards its traditional area of development, but with a re-emphasis on applied policy and projects at the domestic rather than the international level.

Finally the designated field courses have been restructured to reflect new courses, course deletions, and to otherwise build more coherent course offerings to reflect both the pedagogical needs of the fields and our areas of teaching expertise.

Fields~~Clusters~~

NPSIA's M.A. program is organized around ~~six~~seven ~~fields~~ clusters. ~~Each student must select a cluster and enrol in one of the designated cluster courses. Each field has a designated economics course (or courses) and a set of designated subject courses. Each student is admitted into a field and receives priority in the required economics course and in any three of the non-shared designated field courses. Students that complete the required economics course or courses and three designated field courses will~~

receive a field concentration designation on their academic transcript. Students who choose not to complete the requirements of any given field may still graduate with a general M.A. in International Affairs without a field concentration designation. Courses marked with an asterisk (*) are shared courses with limited enrolment; students in the field may claim such courses towards their field concentration but do not have priority for the limited space in those courses.

Students who already have a graduate or senior undergraduate economics course that is deemed to be the equivalent of the required economics course for their field must take another economics course from the School. Students with economics courses similar to those offered by the school must see the M.A. Program Supervisor to determine which economics course they should be taking.

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International ~~Economic~~Trade Policy

~~Required~~ **Designated** economics courses: INAF 5308 ~~and INAF 5309 or equivalent.~~

Designated Courses:

- INAF 5101 [0.5] The Politics and Institutions of International Trade
- ~~INAF 5300 [0.5] The Political Economy of Multinational Enterprises~~
- INAF 5306 [0.5] Trade Policy in North America
- INAF 5400 [0.5] Trade Policy Analysis
- ~~INAF 5401 [0.5] International Financial Institutions and Policy~~
- ~~INAF 5449 [0.5] Selected Topics in International Economic Policy~~
- INAF 5500 [0.5] Comparative Trade Policy
- ~~INAF 5502 [0.5] Global Political Economy~~
- *INAF 5507 [0.5] International Economic Law: Regulation of Trade and Investment
- ~~INAF 5508 [0.5] Law, Politics and Economics in International Affairs~~

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Global Political Economy

~~Designated~~ economics course: INAF 5309

Designated Courses:

- ~~INAF 5300 [0.5] Political Economy of Multinational Enterprises~~
- ~~INAF 5401 [0.5] International Financial Institutions and Policy~~
- ~~INAF 5407 [0.5] International Relations Theory~~
- ~~INAF 5501 [0.5] Global Political Economy~~
- ~~INAF 5502 [0.5] State Sovereignty and Globalization~~

Conflict Analysis and Conflict Resolution

~~Designated~~ **Required** economics course: INAF 5205

Designated Courses:

- ~~INAF 5108 [0.5] Conflict Analysis~~

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| INAF 5109 [0.5] | Conflict Management: Theory and Evidence | Formatted: Font: |
| INAF 5200 [0.5] | Peacebuilding and Reconstruction: Theory and Practice | Formatted: Font: |
| *INAF 5202 [0.5] | <u>Contemporary International Security</u> | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5203 [0.5] | International Mediation and Conflict Resolution | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5206 [0.5] | <u>Civil-Military Relations</u> | Formatted: Font: |
| *INAF 5209 [0.5] | <u>Conflict and Development</u> | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5218 [0.5] | <u>Post-Conflict Justice: Theory and Practice</u> | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5459 [0.5] | <u>Selected Topics in Conflict Analysis and Resolution</u> | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5506 [0.5] | International Law: Use of Force | Formatted: Font: (Default) Arial, 10 pt |
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Intelligence and National Security

~~Designated~~ Required economics course: INAF 5214

Designated Courses:

- INAF 5201 [0.5] Disarmament, Arms Control and Nonproliferation
- INAF 5202 [0.5] Contemporary International Security ~~After the Cold War~~
- INAF 5204 [0.5] Intelligence, Statecraft and International Affairs
- INAF 5224 [0.5] Intelligence and National Security: Policies and Operations
- INAF 5234 [0.5] National Security Policy and Law
- INAF 5244 [0.5] Terrorism and International Security
- INAF 5469 [0.5] Selected Topics in Intelligence and National Security

International ~~Institutions and Global Governance~~ Organizations and Global Public Policy

~~Designated~~ Required economics course: INAF 5703

Designated Courses:

| | | |
|------------------|--|---|
| *INAF 5101 [0.5] | <u>The Politics and Institutions of International Trade</u> | Formatted: Font: (Default) Arial, 10 pt |
| *INAF 5401 [0.5] | <u>International Financial Institutions and Policy</u> | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5404 [0.5] | <u>Global Public Policy</u> | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5405 [0.5] | International Organizations in International Affairs | Formatted: Font: |
| INAF 5479 [0.5] | <u>Selected Topics in International Organizations and Global Public Policy</u> | Formatted: Font: (Default) Arial, 10 pt |
| INAF 5505 [0.5] | Advanced International Law: Theory and Practice | Formatted: Font: |
| INAF 5701 [0.5] | <u>Global Environmental Change: Human Implications</u> | Formatted: Font: |
| INAF 5702 [0.5] | International Environmental Affairs | Formatted: Font: |
| INAF 5705 [0.5] | International Social Policy | Formatted: Font: |
| INAF 5706 [0.5] | <u>Global Health Policy</u> | Formatted: Font: |
| INAF 5805 [0.5] | <u>The EU in International Affairs</u> | Formatted: Font: (Default) Arial, 10 pt |

International ~~Dimensions of Development~~ Policy

~~Designated~~ Required economics course: INAF 5009 or equivalent

Designated Courses:

- INAF 5002 [0.5] ~~Issues in~~ International Development Policy
- ~~INAF 5007 [0.5] Theories of Development and Underdevelopment~~
- ~~INAF 5209 [0.5] Conflict and Development~~
- ~~INAF 5489 [0.5] Selected Topics in International Development Policy~~
- ~~INAF 5303 [0.5] Science, Technology and International Affairs: The Third World~~
- ~~INAF 5601 [0.5] Social Theory and International Development~~
- ~~INAF 5602 [0.5] Development Assistance: Theory and Practice~~
- ~~INAF 5612 [0.5] International Development Institutions~~
- ~~INAF 5609 [0.5] Development Project Evaluation and Analysis~~
- ~~INAF 5801 [0.5] Regional Cooperation Among Developing Countries~~

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Human Security and Development

Development Projects and planning

DesignatRequired economics course: INAF 5600 or equivalent

Designated Courses:

- INAF 5003 [0.5] Project Operations in a Developing Country Context
- INAF 5006 [0.5] ~~Agriculture~~ Food Security and Rural Development
- ~~INAF 5008 [0.5] Economic Development Policy and Planning~~
- ~~INAF 5219 [0.5] Rights, Development and Conflict~~
- ~~INAF 5499 [0.5] Selected Topics in Development Projects and Planning~~
- ~~INAF 5609 [0.5] Development Project Evaluation and Analysis~~
- ~~INAF 5209 [0.5] Conflict and Development~~
- ~~INAF 5408 [0.5] Gender in International Affairs~~
- ~~INAF 5704 [0.5] Human Security: From Policy to Practice~~
- ~~INAF 5706 [0.5] Global Health Policy~~

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Transfer from the Master's to the Ph.D. Program

~~Students in the full-time M.A. program who demonstrate outstanding academic performance and research potential may, with permission of the Associate Director, be admitted to the Ph.D. program after two terms of registration.~~

~~Students considering this option will be advised, when selecting courses for their M.A. program, to choose those courses at the master's level which are open to doctoral students and which may assist them in the doctoral comprehensive examinations.~~

Co-op Option

Full-time M.A. students who have completed 3.0 credits in the program may select a co-op option. The co-op program provides opportunities to integrate the theoretical and practical aspects of international affairs.

The 0.0 credit co-op is in addition to the 5.0 credits required for the M.A., and a minimum of two co-op terms must be successfully completed before the student is eligible to receive a co-op designation on their academic transcript. Students register in the co-op course INAF 5913 and are restricted from taking more than 0.5 credit at the same time.

Work terms are four months in duration, and typically students are employed at the junior officer level in government departments or other organizations. Information and procedures can be obtained from the Carleton University Co-op Office.

Transfer from the Master's to the Ph.D. Program

Students in the full-time M.A. program who demonstrate outstanding academic performance and research potential may, with permission of the ~~Associate Director~~ Doctoral Program Supervisor, be admitted to the Ph.D. program after two terms of registration.

Students considering this option will be advised, when selecting courses for their M.A. program, to choose those courses at the master's level which are open to doctoral students and which may assist them in the doctoral comprehensive examinations.

Program Requirements - Part-time M.A.

In some cases, an applicant with relevant full-time employment experience may be admitted to a part-time M.A. program. While the program requirements are the same as those for full-time students, part-time students may take up to six calendar years from the date of initial registration to complete the program.

Part-time students must register for a minimum of one term in three, and must successfully complete INAF 500~~11~~, ~~INAF 5012, INAF 5013, and INAF 5014~~ by the end of the Winter term following the first Fall registration within their first 2.5 program credits. In addition, the ~~economics~~ economics course requirement and compulsory cluster course requirements must be included in the first ~~3.0~~ 2.5 program credits completed.

Students enrolled in the full-time master's program may ~~only request a transfer to the part-time program~~ only under exceptional circumstances as approved by the faculty of Graduate and Postdoctoral Studies.

- ~~• once they have completed two terms of full-time study~~
- ~~• if they are employed 35 hours or more per week~~
- ~~• if they are medically unable to attend the program on a full-time basis~~

Students who ~~elect to~~ complete the program by a combination of full- and part-time study are governed by the following time limits: five calendar years if the candidate is registered full-time for two or three terms and part-time for the balance; four calendar years if the candidate is registered full-time for four or five terms and part-time for the balance.

A **Motion** **Senate Meeting Date:** February 15, 2013

THAT Senate approves the new minor in Latin American and Caribbean Studies to commence September 2013.

B **Faculty:** Faculty of Arts and Social Sciences **Academic Unit:** Institute of Interdisciplinary Studies

Other Faculties: _____ **Other Academic Units:** _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2 **Description of Modification:** New minor in Latin American & Caribbean Studies

Program: New minor

Undergraduate program Graduate program

Degree(s): _____ **Planned Start:** September 2013

APPIC Approval* - Meeting Date: June 21, 2012/Oct 17, 2012 **Program Champion:** Pat Gentile

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: December 5, 2012

SAPC Approval Meeting Date: January 31, 2013

Notes:

C **Attachments:**

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D **Outcome:** Approved Not Approved Deferred

Notes:

APPIC Major Modification Proposal

B) Additional Resources – Latin American and Caribbean Studies (LACS)

New resource requirements for this minor are relatively limited. Carleton already boasts a significant complement of faculty whose specialties have a regional focus on Latin America and/or the Caribbean. Many of these are senior faculty members with national and international reputations, while others have been hired in recent years. The Institute of Interdisciplinary Studies (IIS) provides an appropriate home, given its role as an incubator of new interdisciplinary areas of study. The proposed minor will be highly interdisciplinary, bringing together perspectives and approaches from Political Science, Anthropology, Sociology, Economics, History, Geography, Social Work, the departments of English and Spanish as well as International Affairs and Business. There are currently 29 professors in the Faculties of FASS, PA, and Business (see list below).

The minor will require one full credit (two 0.5 credit lecture courses) at the first year level – these courses already exist. They were introduced in 2011 as LACS 1001 [0.5 credit] **Introduction to Latin American and Caribbean Studies I** and LACS 1002 [0.5 credit] **Introduction to Latin American and Caribbean Studies II**. These courses were taught in the 2011/2012 academic year by contract instructors with research expertise in Latin American and Caribbean Studies. Registration numbers for both courses exceeded expectations. LACS 1001 (fall term) had approximately 60 students registered and LAC 1002 (winter term) had approximately 98 students registered. The success of these courses is due to the growing interest among students in Latin American and Caribbean Studies fostered by the social, cultural, linguistic, and political richness offered by this part of the world and its geopolitical importance.

2.5 credits will be drawn from existing courses at Carleton, offering students a wide range of options (see list of existing courses with significant LACS content below).

We are proposing that only **one new 0.5 credit course** be introduced at the 4th year level, to be housed in IIS, to provide a capstone experience for students: LACS 4000 (**Issues in Latin American and Caribbean Studies** – 3 hours, seminar). See attached description.

IIS will cover the administrative requirements of the new minor.

Briefly summarize the character and scope of the major modification:

The proposed major modification introduces a new minor within Interdisciplinary Studies. The objective of the minor in Latin American and Caribbean Studies (LACS) is to foster interdisciplinary teaching and understanding of Latin American and Caribbean-related themes. It seeks to provide a community for students interested in Latin American and Caribbean Studies and to attract new students to the areas.

Briefly summarize the rationale for the major modification

Carleton already is a recognized leader in Canada in LACS, with some 29 faculty members researching and teaching in these areas. The introduction of a minor will package these courses together and allow students to concentrate in an area of their interest which they can later highlight in their diploma. This minor could also serve as a concentration in a new Bachelor's in International Studies program.

Briefly comment (point form may be appropriate) on the following if the modification will result in any changes or improvements (if there are no changes or improvements, please enter 'N/A'):

(a) The extent to which the proposed modification serves and furthers the University's strategic and academic plans

The creation of a minor in Latin American and Caribbean Studies directly serves many of the strategic priorities set out in "Defining Dreams A Strategic Plan for Carleton University 2009" (to be cited as DD) as well as "The Carleton Academic Plan (CAP) 2010/11-2014/15". The creation of the minor program will:

- Significantly contribute to Carleton's commitment to make our institution "international and interdisciplinary"(DD p.4).
- Provide leadership and support in preparing students for a "global society" (DD p. 4).
- Prepare students to succeed in the context of increasing global interdependence
- Enhance the University's ability to attract students and scholars interested in international and area studies.
- Allow students to prepare to "be citizens of the world", a strategic area of Global Identities and Globalization as defined in *Defining Dreams*.
- Fit with other aspects of the University's strategic plan as well. As stated in *Defining Dreams*, Carleton's location "opens the door to endless opportunities for partnerships with government and non-governmental agencies, cultural organizations and international delegations for research and education" (p. 4). The creation of a minor in

Latin American and Caribbean Studies will allow Carleton to engage more effectively with both Canadian agencies such as CIDA and IDRC but also with the many embassies located in the nation's capital. This new program will thus contribute to Carleton's international and global outreach (CAP p. 14).

b) The extent to which the proposed modification serves the appropriateness of the program in relation to the current international and national profile of the discipline or interdisciplinary area.

The introduction of a minor in Latin American and Caribbean Studies is entirely appropriate in the light of the widely recognized nature of this interdisciplinary area in Canada and elsewhere in the hemisphere. The Latin American Studies Association, based in the U.S., regularly attracts thousands of participants from the Americas and elsewhere to its annual conference.

Canada has increasing social, economic and political ties with the region and the Canadian government has identified the Americas as a leading foreign policy priority. Given Carleton's location in the nation's capital, the university is an ideal location for LACS study.

(c) The extent to which the proposed modification serves the distinctiveness of the program in comparison to comparable programs in Ontario and nationally

Currently, there are a limited number of Latin American and/or Caribbean Programs and Centers within Canada. Most of the programs that exist usually do not include the Caribbean and are less interdisciplinary than the proposed minor. They are commonly housed in schools of literature and language studies. There are only three existing programs in Ontario:

- York University (CERLAC) York University is perhaps best known for its long-established Latin American and Caribbean Studies program. York offers both an Honours (double major)interdisciplinary BA and a minor BA degree in LACS (<http://www.yorku.ca/laps/sosc/lacs/program.html>).
- University of Toronto offers a major and minor in Latin American Studies (<http://las.utoronto.ca/programrequirements>), but does not include study of the Caribbean.
- The University of Ottawa has recently introduced a Minor in Latin American Studies (<http://www.uottawa.ca/academic/info/regist/calendars/programs/810.html>). This program does not include the Caribbean, focuses quite heavily on language study, and does not include any required core courses.

A program at Carleton has the advantage of significantly higher faculty resources in the area than the University of Ottawa. Therefore we will be able to provide more courses, giving students registering in this program a greater depth of offerings. Carleton's graduate students organize an annual LAC conference that attracts students from across Ontario. As well,

undergraduate students have a well established and extremely active association of Latin American students (HOLAS) that supports cultural activities at Carleton as well as academic and humanitarian work in the region.

(d) The impact on other programs, other academic units, and the Library (assistance may be sought from the MacOdrum Library)

- The program will rely upon the availability of a number of courses offered by a range of academic units (History, Political Science, English, Economics, Anthropology and Sociology, Law and Geography). All of these units offered their support in 2009 (letters attached). If required we will request new letters. The courses that would be available as options in a LACS minor receive high enrolments and are offered regularly. Nevertheless, we will need to consult with other units regularly to ensure that needed courses are offered.
- In addition, we will also need to cooperate closely with the School of Linguistics and Language Study (SLALS). We have decided not to require a language course as a requirement for the minor, but students studying Latin America or the Hispanic Caribbean will be strongly encouraged to include either Spanish or Portuguese in their academic programs if they are not already fluent in one of these languages. SLALS is strongly supportive of this proposal and the new minor should complement the B.A. in Spanish approved by the Senate in 2009.
- Attached you will find the memo from the library explaining the anticipated resource requirements.

(e) The impact on space requirements (assistance may be sought from Space Management and Capital Planning)

N/A – the program does not have significant space requirements and will be housed within IIS.

(f) The impact on student demand

A new LACS minor will attract both students in the general population and also appeal to a rapidly growing LACS diaspora. The number of Latino and Caribbean peoples is higher in Ontario than anywhere else in Canada. Growth in the Latin American population of Ontario from 2001 to 2006 was 27%. By contrast, the Caribbean population grew 12% between 2001 and 2006. Both communities grew faster than the provincial and national averages during the 2001 – 2006 period. According to Statistics Canada (2001) Hispanic men and women are more

likely to be university educated than the Canadian-born population. According to 2006 statistics, the total Caribbean and Latin American population in Ontario in 2006 was 537,115 or 4.47%.

In addition, many other students are simply fascinated by this region, which has been identified by the Canadian government as a key area of interest for the future. Twenty-nine students who belong to HOLAS, the Carleton University Latino student association, reported that if a minor or combined honours in LACS were offered they would consider registering in that option.¹

¹ HOLAS, survey to members, April 2010.

From: [Patrizia Gentile](#)
To: John_sheppard@carleton.ca; [Vicki Haydon](#); [John Osborne](#); [Sukeshi Kamra](#)
Cc: [Cristina Rojas](#)
Subject: FW: LACS and International/Global Studies
Date: Monday, September 24, 2012 9:18:35 AM

Dear John:

Please see below. I was able to secure Chris Brown's support for the LACS minor.

Many thanks, pat

Patrizia Gentile, PhD
Associate Professor and Director
Institute of Interdisciplinary Studies
Carleton University
1125 Colonel By Drive
Ottawa, ON K1S 5B6
Tel.: 613-520-2600 ext. 1456
Fax: 613-520-3985

----- Forwarded Message

From: Chris Brown <chris_brown@carleton.ca>
Date: Fri, 21 Sep 2012 16:18:35 -0400
To: Patrizia Gentile <patrizia_gentile@carleton.ca>
Subject: RE: LACS and International/Global Studies

Dear Pat,

I am most happy to support this initiative.

The proposed Institute of International Studies is a larger initiative. One of the key issues that needs to be resolved is its relationship with area studies institutes: not only LACS, but the existing European and African Institutes and any future regional institutes that may be coming into being. I have been in discussion with the faculty members involved with LACS, EURUS and IAS, and they are well aware of the issues. As we go forward, I do hope that you and IIS will also be part of the conversation.

Chris Brown,
Associate Dean for Student Affairs, Curriculum and Planning,
Faculty of Public Affairs,

STATEMENT OF SUPPORT FROM SISTER UNIT

RE: Support for the launch of a new Minor in Latin American and Caribbean Studies
housed in the Institute of Interdisciplinary Studies

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations: (

Signature: 

Title: Director/Chair

Name of responding unit: *Sociology + Anthropology*

Date: 22 Jan 2013

STATEMENT OF SUPPORT FROM SISTER UNIT

Re: Proposed Minor in Latin American and Caribbean Studies to be housed
in the Institute of Interdisciplinary Studies

I have reviewed the proposed change which impacts on programs and/or
courses in my unit.

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations.

Comments:

Signature: 

Title: Associate Professor and Chair

Name of responding unit: Department of Economics

Date: 24 January 2013

STATEMENT OF SUPPORT FROM SISTER UNIT

RE: Support for the launch of a new Minor in Latin American and Caribbean Studies
housed in the Institute of Interdisciplinary Studies

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations: (

Signature: 

Title: Director/Chair Paul Keen

Name of responding unit: English

Date: Jan 22 2013

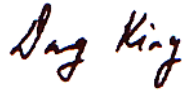
STATEMENT OF SUPPORT FROM SISTER UNIT

RE: Support for the launch of a new Minor in Latin American and Caribbean Studies housed in the Institute of Interdisciplinary Studies

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations:



Signature

Title: Chair

Name of responding unit: Geography and Environmental Studies

Date: Sept. 14, 2012

Note: GEOG 3025 could be added as it sometimes may have a Latin America and/or Caribbean theme

STATEMENT OF SUPPORT FROM SISTER UNIT

RE: Support for the launch of a new Minor in Latin American and Caribbean Studies housed in the Institute of Interdisciplinary Studies

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations: (*)

Signature: Jones Mui

Title: Director Chair

Name of responding unit:

Date: 21/9/12

* Departmental Resources permitting.

History

STATEMENT OF SUPPORT FROM SISTER UNIT

RE: Support for the launch of a new Minor in Latin American and Caribbean Studies
housed in the Institute of Interdisciplinary Studies

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations: (

Signature: 

Title: Director

Name of responding unit: Human Rights

Date: January 23, 2013 _____

STATEMENT OF SUPPORT FROM SISTER UNIT

RE: Support for the launch of a new Minor in Latin American and Caribbean Studies housed in the Institute of Interdisciplinary Studies

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations:

I support the creation of regional studies groups in general, and this one in particular, with the following reservations:

1. There does not seem to be any coherence or consistency in the manner in which regional studies programs have been created or structured at Carleton. I am aware of at least four different regional or country focused programs, all of which have their own different structure. I think the use of such divergent models needs to be rationalized to ensure that we are structuring them in the best way.
2. There must be some scope for collaborative mechanisms to administer these various programs, yet I see no such framework being suggested by the University.
3. The relationship of these regional programs to related teaching programs (existing now or under discussion) does not seem to be well laid out. Specifically, the separate creation of these programs seems to preclude or at least diminish the prospects of approaching regional studies programming within the context of single framework that links them together in a consistent and coherent manner. I would rather see a more coordinated approach that regularizes the structure of these programs and assures appropriate global coverage.

Signature: Dane Rowlands

Title: Director

Name of responding unit: International Affairs

Date: 14/September/2012

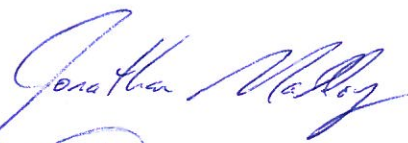
STATEMENT OF SUPPORT FROM SISTER UNIT

RE: Support for the launch of a new Minor in Latin American and Caribbean Studies
housed in the Institute of Interdisciplinary Studies

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations: (

Signature: 

Title: Director/Chair

Name of responding unit: *Political Science*

Date: January 24/2013

Subject: FW: Imp Request: Sister Unit support for new Minor in Latin American and Caribbean Studies

Date: Wednesday, October 3, 2012 2:29 PM

From: Hugh Shewell <Hugh_Shewell@carleton.ca>

To: <patrizia_gentile@carleton.ca>

Dear Patrizia,

Sorry! Just came across this - have signed off in support. Hope it's not too late.

Hugh Shewell, PhD
Director,
School of Social Work,
505 Dunton Tower,
Carleton University,
1125 Colonel By Drive,
Ottawa, ON K1S 5B6

613 520 2600 EX 5717

From: Hugh Shewell [Hugh_Shewell@carleton.ca]

Sent: Wednesday, October 03, 2012 1:43 PM

To: 'hugh_shewell@carleton.ca'

Subject: Fw: Imp Request: Sister Unit support for new Minor in Latin American and Caribbean Studies

From: Patrizia Gentile [mailto:patrizia_gentile@carleton.ca]

Sent: Wednesday, September 12, 2012 03:16 PM

To: Jonathan Malloy <jonathan_malloy@carleton.ca>; James Miller <james_miller@carleton.ca>; paul_keen@carleton.ca <paul_keen@carleton.ca>; Neil Gerlach; doug_king@carleton.ca <doug_king@carleton.ca>; KEIR ARMSTRONG; jerry_tomberlin@carleton.ca <jerry_tomberlin@carleton.ca>; Catherine Khordoc; Katharine Kelly <katharine_kelly@carleton.ca>; hugh_shewell@carleton.ca <hugh_shewell@carleton.ca>; susan_phillips@carleton.ca <susan_phillips@carleton.ca>; DANE ROWLANDS

Cc: Vicki Haydon <Vicki_Haydon@carleton.ca>; Sukeshi Kamra <sukeshi_kamra@carleton.ca>; chris_brown@carleton.ca <chris_brown@carleton.ca>

Subject: Imp Request: Sister Unit support for new Minor in Latin American and Caribbean Studies

Dear colleagues:

2013-2014 Undergraduate Calendar Program Changes

| Description of Change | Major | Minor | R |
|---|-------|-------|------|
| 1. Addition of a P Program requirements for Latin American and Caribbean Studies minor | X | | CI/L |
| 2. Addition of a A Approved electives | x | | |

Latin American and Caribbean Studies (Minor)

Institute of Interdisciplinary Studies
 (Faculty of Arts and Social Sciences)
 2201 Dunton Tower
 613-520-2368
 carleton.ca/iis

This section presents the requirements for the programs:

Minor in Latin American and Caribbean Studies

This minor is available to all undergraduate degree students.

Graduation Requirements

~~In addition to the requirements listed below, students must satisfy:~~

- ~~i) the University regulations including the process of Academic Performance Evaluation (see the *Academic Regulations of the University* section of this Calendar).~~
- ~~ii) the common regulations applying to all B.A. students including those relating to First-Year Seminars and Breadth requirements (see the *Academic Regulations and Requirements for the Bachelor of Arts Degree*).~~

~~Students should consult with the Institute when planning their program and selecting courses.~~

Program Requirement**1. Addition of program requirements for Latin American and Caribbean Studies Minor****Requirements (4.0 credits):**

1. 1.0 credits in LACS 1001 and LACS 1002;
2. 1.0 credits from Approved Latin American and Caribbean Studies Electives at the 2000-level or higher;
3. 1.0 credits from Approved Latin American and Caribbean Studies Electives at the 3000-level or higher;
4. 0.5 credits in LACS 4000;
5. 0.5 credits from Approved Latin American and Caribbean Studies Electives at the 4000-level;
6. The remaining requirements of the major discipline(s) and degree must be satisfied.

Notes:

1. Courses used to fulfill Items 2 through 4 above must be from more than one discipline.

2. Other courses may be substituted for the credits specified in item two, when material on Latin American and Caribbean topics are central to the course. Such substitutions must be individually approved by the Institute of Interdisciplinary Studies (IIS). Students are encouraged to consult course descriptions of Special Topics courses.

Rationale: To identify the program requirements in the Latin American and Caribbean Studies Minor program.

Minor in Latin American and Caribbean Studies

This minor is available to all undergraduate degree students.

Requirements (4.0 credits):

1. 1.0 credits in LACS 1001 and LACS 1002;
2. 1.0 credits from Approved Latin American and Caribbean Studies Electives at the 2000-level or higher;
3. 1.0 credits from Approved Latin American and Caribbean Studies Electives at the 3000-level of higher;
4. 0.5 credits in LACS 4000;
5. 0.5 credits from Approved Latin American and Caribbean Studies Electives at the 4000-level;
6. The remaining requirements of the major discipline(s) and degree must be satisfied.

Notes:

1. Courses used to fulfill Items 2 through 4 above must be from more than one discipline.
2. Other courses may be substituted for the credits specified in item two, when material on Latin American and Caribbean topics are central to the course. Such substitutions must be individually approved by the Institute of Interdisciplinary Studies (IIS). Students are encouraged to consult course descriptions of Special Topics courses.

2. Addition of approved electives

Rationale: These courses contain Latin American and Caribbean Studies content suitable for this minor.

Anthropology

ANTH 2640, ANTH 2650, ANTH 2850, ANTH 3600, ANTH 4730

Economics

ECON 3508, ECON 4507, ECON 4508

English

ENGL 2956, ENGL 2957, ENGL 3965, ENGL 3972, ENGL 4947, ENGL 4975, ENGL 4976, ENGL 4802

Geography

GEOG 3209

History

HIST 2308, HIST 2309, HIST 2704, HIST 3403, HIST 3704, HIST 3710, HIST 3712, HIST 3713, HIST 4700

Human Rights

HUMR 3501, HUMR 3503, HUMR 4201

Political Science

PSCI 2102, PSCI 2602, PSCI 3204, PSCI 3205, PSCI 4105

Sociology

SOCI 3020

2013-2014 Undergraduate Calendar Course Changes

| Description of Change |
|--|
| 1. Add LACS 4001 [0.5 credit] Issues in Latin American and Caribbean Studies |

Latin American and Caribbean Studies (LACS)

Latin American and Caribbean Studies Committee
Institute of Interdisciplinary Studies
Faculty of Arts and Social Sciences

LACS 1001 [0.5 credit] Introduction of Latin American and Caribbean Studies I

An introduction to the history, culture, societies, and literatures of the region. Students will get a broad overview of the region and will be introduced to the disciplines three hours per week.
Lectures three hours per week.

LACS 1002 [0.5 credit] Introduction to Latin American and Caribbean Studies II

An interdisciplinary introduction to the major political, economic, environmental, and geographical issues confronting the region.
Lectures three hours per week.

| |
|---|
| 1. Add LACS 4001 [0.5 credit] Issues in Latin American and Caribbean Studies |
|---|

| |
|-------------------|
| Rationale: |
|-------------------|

| |
|--|
| Addition of a fourth year course requirement for the proposed minor in LACS. |
|--|

LACS 4001 [0.5 credit]

Issues in Latin American and Caribbean Studies

An examination of the major issues confronting Latin America and the Caribbean including democratization, economic integration, indigenous and women's movements, human rights, social justice, and political change.

Prerequisite: fourth year standing or permission of the Institute.

Seminar three hours per week.

A **Motion** **Senate Meeting Date:** February 15, 2013

THAT Senate approves a concentration in Geophysics in the Earth Science BSc Honours program to commence September 2013.

B **Faculty:** Faculty of Science **Academic Unit:** Department of Earth Sciences

Other Faculties: _____ **Other Academic Units:** _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2 **Description of Modification:** Introduction of a concentration in Geophysics to Earth Sciences BSc Honours.

Program: Earth Sciences

Undergraduate program Graduate program

Degree(s): Bachelor of Science Honours **Planned Start:** September 2013

APPIC Approval* - Meeting Date: January 16, 2013 **Program Champion:** Dariusht Motazedian

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 30, 2013

SAPC Approval Meeting Date: January 31, 2013

Notes:

C **Attachments:**

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D **Outcome:** Approved Not Approved Deferred

Notes:

Department of Earth Sciences

Concentration in Geophysics BSc Honours

Character, Scope and Rationale for Major Modification

This has been a planned change to the curriculum changes but was delayed mainly because the advisor was on sabbatical and the department decided to table the changes until the 2013-14 calendar.

There are students interested in Earth Science with Concentration in Geophysics and are waiting for approval of the proposed program. Some students came to the department for this very reason. The geophysics courses have been revamped and made it more practical by including weekly computer-based labs and field work. This concentration is expected to attract additional students based on student feedback on the practical side of the courses.

The program has been changed to attract more students by:

1. Making the program more flexible
2. Improving the practical aspects of geophysics courses
3. To meet the Association of Professional Geoscientists of Ontario requirements

In addition, our sister department at the university of Ottawa has started on delivering geophysics courses and we will lose our students to them, if we do not put our geophysics program back to the calendar.

1. Revise course description for EARTH 3405 [0.5 credit] Geophysical Methods

New version

ERTH 3405 [0.5 credit]

Geophysical Methods

An introduction to the tools of applied geophysics including seismology, electrical, magnetic, and gravitational surveying methods. Precludes additional credit for EARTH 2405 (no longer offered).

Prerequisites: EARTH 2105.

Lecture two hours a week, and a laboratory three hours a week.

Old version

ERTH 3405 [0.5 credit]

Geophysical Methods

An introduction to the tools of applied geophysics including seismology, electrical, magnetic, and gravitational surveying methods. Precludes additional credit for EARTH 2405 (no longer offered).

Prerequisites: ERTH 2105.

Lectures three hours a week.

Rationale; To include computer-based geophysical practices to the third year undergraduate program to enhance their knowledge on modern and computer-based geophysical methods, which are essential in their future career.

Resources; Students will use some free geophysical software or those which come with textbooks in their labs. The lab component should be held in the one of the computer labs in the faculty of science.

2013-2014 Undergraduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|--|-------|-------|---------------|
| 1. Add Earth Sciences with Concentration in Geophysics - B.Sc. Honours | x | | |

Earth Sciences

Department of Earth Sciences
 (Faculty of Science)
 2125 Herzberg Bldg.
 613-520-5633
<http://earthsci.carleton.ca>

This section presents the requirements for programs in:

- **Earth Sciences - B.Sc. Honours**
- **Earth Sciences with Concentration in Resource Economics - B.Sc. Honours**
- **Earth Sciences with Concentration in Vertebrate Paleontology and Paleocology - B.Sc. Honours**
- **Earth Sciences with Concentration in Geophysics - B.Sc. Honours**
- **Earth Sciences - B.Sc. Major**
- **Earth Sciences - B.Sc. General**
- **Earth Sciences and Physical Geography - B.Sc. Combined Honours**
- **Earth Sciences and Geography: Concentration in Terrain Science - B.Sc. Combined Honours**
- **Biology and Earth Sciences - B.Sc. Combined Honours**
- **Chemistry and Earth Sciences - B.Sc. Combined Honours**
- **Minor in Earth Sciences: Earth Resources and Processes**

The B.Sc. Honours in Earth Sciences and the B.Sc. Major in Earth Sciences are available with a Minor in Business. Consult the Business program section for admission and program requirements.

The Co-operative Education option is available in Earth Sciences. See the Co-operative Education section of this Calendar for details.

| |
|--|
| 1. Add Earth Sciences with Concentration in Geophysics - B.Sc. Honours |
|--|

| |
|-------------|
| New Version |
|-------------|

| |
|---|
| Earth Sciences with Concentration in Geophysics B.Sc. Honours (20.0 credits) |
|---|

| |
|--|
| A. Credits Included in the Major CGPA (10.5 credits): |
|--|

- | |
|---|
| <ol style="list-style-type: none"> 1. 1.0 credit in EARTH 1006 and EARTH 1009; 2. 1.0 credit in MATH 1004, and MATH 1104; 3. 1.0 credit from (PHYS 1001 and PHYS 1002) (recommended), or (PHYS 1003 and PHYS 1004) or (PHYS 1007 and PHYS 1008 with an average grade of B- or higher); 4. 3.0 credits in EARTH 2102, EARTH 2104, EARTH 2105, EARTH 2314, EARTH 2406 and EARTH |
|---|

2802

5. 3.0 credits in EARTH 3003, EARTH 3203, EARTH 3204, EARTH 3205, EARTH 3405 and EARTH 3806;

6. 1.5 credits in EARTH 4707 and EARTH 4908 [1.0].

B. Credits Not Included in the Major CGPA (9.5 credits):

7. 0.5 credit in COMP 1005 or COMP 1006;

8. 1.0 credit in CHEM 1001 and 1002;

9. 1.0 credit in MATH 1005 and STAT 2507;

10. 0.5 credit in GEOM 2007;

11. 4.5 credits from MATH 2004, PHYS 2604, MATH 3705, PHYS 2202, PHYS 3308, PHYS 3807, PHYS 4203, EARTH 2312, EARTH 3206, EARTH 4003, EARTH 4107, EARTH 4303, EARTH 4305, EARTH 4306, EARTH 4402, EARTH 4403, EARTH 4801, EARTH 4804 and EARTH 4807;

12. 0.5 credit in NSCI 1000 or Approved Arts or Social Sciences;

13. 1.5 credits in free electives.

Old Version

None

Rationale

This was a part of our curriculum and was left out during the latest major changes in our programs, mainly because its advisor was on sabbatical and the department decided to table the changes. There are a few students who have registered in this field and are waiting for its re-appearance.

This program meets the Association of Professional Geoscientists of Ontario requirements.

A **Motion** **Senate Meeting Date:** February 15, 2013

THAT Senate approves the introduction of a concentration in Actuarial Science to the B. Math Honours Statistics program to commence September 2013.

B **Faculty:** Faculty of Science **Academic Unit:** School of Mathematics & Statistics

Other Faculties: _____ **Other Academic Units:** _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2 **Description of Modification:** Introduction of a concentration in Actuarial Science to B. Math Honours Statistics Program

Program: Statistics

Undergraduate program Graduate program

Degree(s): Bachelor of Mathematics, Honours **Planned Start:** September 2013

APPIC Approval* - Meeting Date: January 16, 2013 **Program Champion:** Dave Amundsen

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 30, 2013

SAPC Approval Meeting Date: January 31, 2013

Notes: Concentration incorporates targeted set of existing course offering from math and stats, business and economics.

C **Attachments:**

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D **Outcome:** Approved Not Approved Deferred

Notes:

School of Mathematics and Statistics

Concentration in Actuarial Science to BMath Honours Statistics

Character, Scope and Rationale for Major Modification

This concentration involves a targeted sequence of courses, primarily in Business and Economics, replacing former elective requirements. Along with the MATH and STAT courses, it should provide students with the necessary background and specific course credits to satisfy six of the ten requirements set out by the Society of Actuaries (SOA) for professional designation. In particular: STAT 3553 and STAT 4603 satisfy the Validation by Educational Experience (VEE) requirements for Applied Statistics; ECON 4020 and ECON 2102 satisfy the VEE requirement for Economics; and BUSI 3500 or ECON 4502 are pending approval for the VEE Corporate Finance requirement. Other courses in the program provide background and preparation for the P (probability), FM (financial mathematics) and MFE (financial economics) exams.

The concentration can also be started in second year, and would involve 1-2 credits per year. In later years, students would have the choice between primarily Business or Economics oriented streams.

2013-2014 Undergraduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|--|-------|-------|---------------|
| 4. Addition of Actuarial Concentration to B.Math.(Hons) Statistics | X | | |
| | | | |

Mathematics and Statistics

School of Mathematics and Statistics
 Mathematics and Statistics
 4302 Herzberg Bldg.
 613-520-2155
<http://math.carleton.ca>

This section presents the requirements for programs in:

- **Mathematics - B.Math. Honours**
- **Mathematics with Specialization in Stochastics - B.Math. Honours**
- **Computational and Applied Mathematics and Statistics - B.Math. Honours**
- **Statistics - B.Math. Honours**
- **Mathematics - B.Math. General**
- **Computer Mathematics - B.Math. General**
- **Statistics - B.Math. General**
- **Computer Science and Mathematics - B.Math. Combined Honours**
- **Mathematics and Physics - B.Sc. Double Honours**
- **Biostatistics - B.Math. Combined Honours**
- **Economics and Mathematics - B.Math. Combined Honours**
- **Economics and Statistics - B.Math. Combined Honours**
- **Mathematics (Combined B.Math./M.Sc.) B.Math.**
- **Statistics (Combined B.Math./M.Sc.) B.Math.**
- **Minor in Mathematics**
- **Minor in Statistics**

A Co-operative Education Option is available for Honours programs in the B.Math. degree. Consult the Co-operative Education section of this Calendar.

4. Addition of Actuarial Concentration to B.Math.(Hons) Statistics

Proposed version: **Statistics B.Math. Honours (20.0 credits)**

A. Credits Included in the Major CGPA (12.5 credits)

1. 2.5 credits in: 2.5

MATH 1002 [1.0] Calculus and Introductory Analysis I

MATH 1102 [1.0] Algebra I

MATH 1800 [0.5] Introduction to Mathematical Reasoning

2 1.0 credit in: 1.0

| | | |
|---|---|------------|
| <u>COMP 1005</u> [0.5] | Introduction to Computer Science I | |
| <u>COMP 1006</u> [0.5] | Introduction to Computer Science II | |
| 3 6.0 credits in: | | 6.0 |
| <u>MATH 2000</u> [1.0] | Calculus and Introductory Analysis II (Honours) | |
| <u>MATH 2454</u> [0.5] | Ordinary Differential Equations (Honours) | |
| <u>STAT 2559</u> [0.5] | Basics of Statistical Modeling (Honours) | |
| <u>STAT 2655</u> [0.5] | Introduction to Probability with Applications (Honours) | |
| <u>STAT 3506</u> [0.5] | Stochastic Processes and Applications (Honours) | |
| <u>STAT 3553</u> [0.5] | Regression Modeling (Honours) | |
| <u>STAT 3558</u> [0.5] | Elements of Probability Theory (Honours) | |
| <u>STAT 3559</u> [0.5] | Mathematical Statistics (Honours) | |
| <u>MATH 3806</u> [0.5] | Numerical Analysis (Honours) | |
| <u>STAT 4500</u> [0.5] | Parametric Estimation (Honours) | |
| <u>MATH 4905</u> [0.5] | Honours Project (Honours) | |
| 4 1.0 credit from: | | 1.0 |
| <u>MATH 2100</u> [1.0] | Algebra II (Honours) | |
| or | | |
| <u>MATH 3107</u> [0.5] | Linear Algebra III | |
| and 0.5 credit from: | | |
| 3000-level Honours Sequence: | | |
| <u>MATH 3705</u> [0.5] | Mathematical Methods I | |
| <u>MATH 3801</u> [0.5] | Linear Programming | |
| <u>MATH 3807</u> [0.5] | Mathematical Software (Honours) | |
| <u>MATH 3809</u> [0.5] | Introduction to Number Theory and Cryptography | |
| Mathematics or Statistics at the 4000-level or higher | | |

5 0.5 credit from the 3000-level Honours Sequence or MATH or STAT at the 4000-level or higher 0.5

6 1.5 credits in STAT at the 4000-level

B Credits Not Included in the Major CGPA (7.5 credits)

7 4.0 credits not in MATH, STAT or COMP, consisting of:

a. 1.0 credit in Natural Science electives

b. 2.0 credits in Approved Arts or Social Sciences

c. 1.0 credit at the 2000-level or higher, in Natural Science Electives or in Approved Arts or Social Sciences

8 3.5 credits in free electives 3.5

for the **concentration in Actuarial Science** (Items 6-8 above are replaced by items 6-10 below):

6 1.5 credits in: 1.5

STAT 4508 [0.5] Stochastic Models (Honours)

STAT 4603 [0.5] Time Series and Forecasting (Honours)

and

STAT 4555 [0.5] Monte Carlo Simulation (Honours)

or STAT at the 4000-level

B Credits Not Included in the Major CGPA (7.5 credits):

7 3.0 credits in: 3.0

BUSI 1001 [0.5] Principles of Financial Accounting

BUSI 1002 [0.5] Management Accounting

ECON 1000 [1.0] Introduction to Economics

ECON 2020 [0.5] Intermediate Microeconomics I: Producers and Market Structure

ECON 2102 [0.5] Intermediate Macroeconomics I

8 2.5 credits in: 2.5

a)

| | | |
|--|---|-----|
| <u>BUSI 2504</u> [0.5] | Business Finance I | |
| <u>BUSI 2505</u> [0.5] | Business Finance II | |
| <u>BUSI 3500</u> [0.5] | Applied Corporate Finance | |
| <u>BUSI 3502</u> [0.5] | Investments | |
| <u>BUSI 3512</u> [0.5] | | |
| or | | |
| b) | | |
| <u>ECON 2030</u> [0.5] | Intermediate Microeconomics II: Consumers and General Equilibrium | |
| <u>ECON 3050</u> [0.5] | Introduction to Financial Economics | |
| <u>ECON 4051</u> [0.5] | Financial Asset Pricing | |
| <u>ECON 4052</u> [0.5] | Corporate Financial Economics | |
| and one of: | | |
| <u>ECON 2103</u> [0.5] | Intermediate Macroeconomics II | |
| <u>ECON 3607</u> [0.5] | Monetary and Financial Institutions | |
| <u>ECON 4053</u> [0.5] | Financial Market Modeling | |
| 9 1.0 credit in Natural Science electives | | 1.0 |
| 10 1.0 credit in free electives. | | 1.0 |
| <u>“Current version”:</u> | | |
| Statistics B.Math. Honours (20.0 credits) | | |
| A. Credits Included in the Major CGPA (12.5 credits) | | |
| 1. 2.5 credits in: | | 2.5 |
| <u>MATH 1002</u> [1.0] | Calculus and Introductory Analysis I | |
| <u>MATH 1102</u> [1.0] | Algebra I | |
| <u>MATH 1800</u> [0.5] | Introduction to Mathematical Reasoning | |
| 2 1.0 credit in: | | 1.0 |

| | | |
|---|---|------------|
| <u>COMP 1005</u> [0.5] | Introduction to Computer Science I | |
| <u>COMP 1006</u> [0.5] | Introduction to Computer Science II | |
| 3 6.0 credits in: | | 6.0 |
| <u>MATH 2000</u> [1.0] | Calculus and Introductory Analysis II (Honours) | |
| <u>MATH 2454</u> [0.5] | Ordinary Differential Equations (Honours) | |
| <u>STAT 2559</u> [0.5] | Basics of Statistical Modeling (Honours) | |
| <u>STAT 2655</u> [0.5] | Introduction to Probability with Applications (Honours) | |
| <u>STAT 3506</u> [0.5] | Stochastic Processes and Applications (Honours) | |
| <u>STAT 3553</u> [0.5] | Regression Modeling (Honours) | |
| <u>STAT 3558</u> [0.5] | Elements of Probability Theory (Honours) | |
| <u>STAT 3559</u> [0.5] | Mathematical Statistics (Honours) | |
| <u>MATH 3806</u> [0.5] | Numerical Analysis (Honours) | |
| <u>STAT 4500</u> [0.5] | Parametric Estimation (Honours) | |
| <u>MATH 4905</u> [0.5] | Honours Project (Honours) | |
| 4 1.0 credit from: | | 1.0 |
| <u>MATH 2100</u> [1.0] | Algebra II (Honours) | |
| or | | |
| <u>MATH 3107</u> [0.5] | Linear Algebra III | |
| and 0.5 credit from: | | |
| 3000-level Honours Sequence: | | |
| <u>MATH 3705</u> [0.5] | Mathematical Methods I | |
| <u>MATH 3801</u> [0.5] | Linear Programming | |
| <u>MATH 3807</u> [0.5] | Mathematical Software (Honours) | |
| <u>MATH 3809</u> [0.5] | Introduction to Number Theory and Cryptography | |
| Mathematics or Statistics at the 4000-level or higher | | |

| | | |
|--|--|-----|
| 5 | 0.5 credit from the 3000-level Honours Sequence or MATH or STAT at the 4000-level or higher | 0.5 |
| 6 | 1.5 credits in STAT at the 4000-level | 1.5 |
| B Credits Not Included in the Major CGPA (7.5 credits) | | |
| 7 | 4.0 credits not in MATH, STAT or COMP, consisting of: | 4.0 |
| | a. 1.0 credit in Natural Science electives | |
| | b. 2.0 credits in Approved Arts or Social Sciences | |
| | c. 1.0 credit at the 2000-level or higher, in Natural Science Electives or in Approved Arts or Social Sciences | |
| 8 | 3.5 credits in free electives | 3.5 |

Rationale for the change:

This proposed concentration is intended for students interested in pursuing further studies and career directions in Actuarial Sciences. In our recently completed UPR cycle, this was identified as an important area of focus, with strong potential in terms of student interest and recruitment.

This concentration involves a targeted sequence of courses, primarily in Business and Economics, replacing former elective requirements. Along with the MATH and STAT courses, it should provide students with the necessary background and specific course credits to satisfy six of the ten requirements set out by the Society of Actuaries (SOA) for professional designation. In particular: STAT 3553 and STAT 4603 satisfy the VEE requirements for Applied Statistics; ECON 4020 and ECON 2102 satisfy the VEE requirement for Economics; and BUSI 3500 or ECON 4502 are pending approval for the VEE Corporate Finance requirement. Other courses in the program provide background and preparation for the P, FM and MFE exams.

The concentration can also be started in second year, and would involve 1-2 credits per year. In later years, students would have the choice between primarily Business or Economics oriented streams.

In Major item #3, STAT 3505 is removed – as it was deleted from offerings about 10 years ago.

From: [Mike Hine](#)
To: [Edward Lai](#); [Vicki Haydon](#)
Cc: [David Amundsen](#)
Subject: actuarials concentration
Date: Wednesday, December 05, 2012 7:25:55 PM

Hi Ed and Vicki

Just a quick note to say that Sprott is fully supportive of the new actuarials concentration proposed by the Math department.

Thanks

Mike

—

Michael J. Hine, Ph.D.
Associate Dean, Undergraduate Studies
Associate Professor, Information Systems
Sprott School of Business
Carleton University
mikehine@cunet.carleton.ca

STATEMENT OF SUPPORT FROM SISTER UNIT

Re: Proposed B.Math. Honours Statistics Concentration in Actuarial Sciences

I have reviewed the proposed change which impacts on programs and/or courses in my unit.

I support this change unconditionally.

I do not support this change.

I support this change, with the following reservations.

Comments:

Signature: 

Title: Associate Professor and Chair

Name of responding unit: Department of Economics

Date: 6 December 2012

A **Motion** **Senate Meeting Date:** February 15, 2013

THAT Senate approves the BUSI 4719 Practicum course concentration in International Business in the Bachelor of Commerce program to commence September 2013.

B **Faculty:** The Sprott School of Business **Academic Unit:** Sprott School of Business

Other Faculties: _____ **Other Academic Units:** _____

IQAP Protocol/Pathway: Protocol 2a, Approval Pathway 2 **Description of Modification:** Add new course
BUSI 4719 Practicum in Bachelor of Commerce
- Concentration in International Business

Program: _____

Undergraduate program Graduate program

Degree(s): Bachelor of Commerce, Honours **Planned Start:** September 2013

APPIC Approval* - Meeting Date: January 16, 2013 **Program Champion:** Mike Hine

*APPIC approval confirms approval by dean(s) (line dean(s) and graduate dean where appropriate) and university librarian

CUCQA Approval Meeting Date: January 30, 2013

SAPC Approval Meeting Date: January 31, 2013

Notes: New BUSI 4719 Practicum in International Business

C **Attachments:**

Course Description : Yes NA Program Description : Yes NA Executive Summary Yes NA

D **Outcome:** Approved Not Approved Deferred

Notes:

2013-2014 Undergraduate Calendar Program Changes

| Description of Change | Major | Minor | New Resources |
|--|-------|-------|---------------|
| 1. In the BCom- IB Concentration add the new course BUSI 4719- Practicum in International Business to item #1, and move BUSI 4706- International Human Resources Management from item#1 to item #2 | X | | |
| New changes | | | |
| 3 Program restructuring to the Bachelor of International Business Honours program | X | | |
| 4 International Marketing and Trade Concentration Restructuring | X | | |
| 5 Strategic Management and International Human Resources Concentration Restructuring | X | | |
| 6 International Investment Finance and Banking Concentration Restructuring | X | | |

Business

Sprott School of Business
 710 Dunton Tower
 613-520-2388
<http://sprott.carleton.ca/>

This section presents the requirements for programs in:

- Bachelor of Commerce Honours
- Concentration in Accounting
- Concentration in Entrepreneurship
- Concentration in Finance
- Concentration in Information Systems
- Concentration in International Business
- Concentration in Management
- Concentration in Marketing
- Concentration in Supply Chain Management
- Bachelor of International Business Honours
- Concentration in International Marketing and Trade
- Concentration in Strategic Management and International Human Resources Management
- Concentration in ~~International Investment Finance and Banking~~ Global Financial Management and Systems
- Minor in Business
- Minor in Business - for B.Sc. Honours Applied Physics
- Minor in Business - for B.Sc. Honours, B.Sc. Major Earth Sciences
- Minor in Business - for Bachelor of Engineering
- Minor in Entrepreneurship

Co-operative Education Option is available in the Bachelor of Commerce.

Concentration in International Business (4.5 credits)

| |
|--|
| 1. In the BCom- IB Concentration add the new course BUSI 4719- Practicum in International Business to item #1, and move BUSI 4706- International Human Resources Management from item#1 to item #2 |
|--|

Approved CRC September 2012**Approved Faculty Board October 2012****Current Version****1. 2.5 credits in:**

- BUSI 3703 [0.5] International and Comparative Management
- BUSI 3704 [0.5] The Environment of International Business
- BUSI 4205 [0.5] International Marketing
- BUSI 4706 [0.5] International Human Resource Management
- BUSI 4717 [0.5] Managing Globalization in Emerging Economies

2. 1.0 credit from:

- BUSI 3301 [0.5] Supply Chain Fundamentals
- BUSI 3705 [0.5] International Buyer Behaviour
- BUSI 4604 [0.5] European Integration and the Business Environment in East/Central Europe
- BUSI 4707 [0.5] Regionalism and Globalization
- BUSI 4708 [0.5] International Expansion and Operations

Proposed Version**1. 2.5 credits in:**

- BUSI 3703 [0.5] International and Comparative Management
- BUSI 3704 [0.5] The Environment of International Business
- BUSI 4205 [0.5] International Marketing
- BUSI 4717 [0.5] Managing Globalization in Emerging Economies
- BUSI 4719 [0.5] Practicum In International Business

2. 1.0 credit from:

- BUSI 3301 [0.5] Supply Chain Fundamentals
- BUSI 3705 [0.5] International Buyer Behaviour
- BUSI 4604 [0.5] European Integration and the Business Environment in East/Central Europe
- BUSI 4706 [0.5] International Human Resource Management
- BUSI 4707 [0.5] Regionalism and Globalization
- BUSI 4708 [0.5] International Expansion and Operations

Rationale

The new practicum course (BUSI 4719) must be added to line item 1, since it is a requirement of the BCom- IB concentration. To make room for this addition, course BUSI 4706 is moved from that list to the optional list in line item 2. Of the courses already in line item 1, BUSI 4706 was deemed to be the best candidate for the move to line 2 since students already take two courses in management and HRM (BUSI 2701, BUSI 3703) while the content for the other areas within item 1 is more limited.

2. BUSI 4719 Practicum in International Business

- Add new course

Approved by CRC September 2012
Approved by Faculty Board October 2012

Current Version
None

Proposed Version

BUSI 4719 (0.5 credit)

Practicum in International Business

Students will engage in an approved international experience, in-country abroad or within Canada, that fosters the development of a global mindset. This experience will allow students to integrate and apply the material learned in previous International Business courses.

Precludes additional credit for any course that may be taken elsewhere and is used to satisfy this course requirement.

Prerequisites: third-year standing in B.Com., International Business concentration; BUSI 2701 and BUSI 3703; and permission of the School

Rationale

This course will help to develop a global mindset and greatly enhance the employability of our students, as it will give them real international experience to solidify the theoretical concepts emphasized in the BCom, IB concentration.