

**MEMORANDUM**

From The Senate Committee on Curriculum, Admission and Studies Policy (SCCASP)

**To:** Senate  
**From:** Howard Nemiroff, Chair of SCCASP  
**Date:** April 22, 2022  
**Subject:** Regulation Changes 2022-23

---

**For Senate approval**

1. Sprott Streams

**Motion: That Senate approves the revisions to Regulations TBD-1598 R-UG-Business effective for the 2022/23 Undergraduate Calendar as presented.**

Attachment: *TBD-1598 R-UG-Business*

2. 3.2.6 Minimum CGPA Requirements for Continuation

**Motion: That Senate approves the revisions to Regulations TBD-1873 R-UG-3.2.6 Minimum CGPA Requirements effective for the 2022/23 Undergraduate Calendar as presented.**

Attachment: *TBD-1873 R UG 3.2.6 Minimum CGPA Requirements*

3. 3.4.6 Minimum CGPA Requirements for Graduation

**Motion: That Senate approves the revisions to Regulations TBD-1882 R-UG-3.4.6 Minimum CGPA Requirements for Graduation effective for the 2022/23 Undergraduate Calendar as presented.**

Attachment: *TBD-1882 R UG 3.4.6 Minimum CGPA Requirements for Graduation*

**For Information**

1. UG\_G\_2122\_MinorMods\_for\_SCCASP\_April 22

# Program Change Request

Date Submitted: 04/01/22 1:12 pm

Viewing: **TBD-1598 : R-UG-Business**

Last approved: 02/07/22 12:14 pm

Last edit: 04/01/22 1:12 pm

Last modified by: nataliephelan

[Changes proposed by: nataliephelan](#)

## In Workflow

1. REGS RO UG Review
2. BUS FCC
3. BUS FBoard
4. PRE SCCASP
5. SCCASP
6. Senate
7. PRE CalEditor
8. CalEditor

## Approval Path

1. 04/01/22 1:40 pm  
Erika Strathearn  
(erikastrathearn):  
Approved for REGS RO  
UG Review
2. 04/12/22 12:27 pm  
Howard Nemiroff  
(howardnemiroff):  
Approved for BUS FCC
3. 04/12/22 12:28 pm  
Howard Nemiroff  
(howardnemiroff):  
Approved for BUS FBoard
4. 04/12/22 12:30 pm  
Natalie Phelan  
(nataliephelan):  
Approved for PRE  
SCCASP
5. 04/12/22 2:05 pm  
Erika Strathearn  
(erikastrathearn):  
Approved for SCCASP

## History

1. Apr 11, 2017 by Sandra Bauer (sandrabauer)
2. Apr 11, 2017 by Sandra Bauer (sandrabauer)
3. Apr 11, 2017 by Sandra Bauer (sandrabauer)
4. Jul 17, 2017 by Sandra Bauer (sandrabauer)

- 5. Apr 26, 2021 by Sarah Cleary (sarahcleary)
- 6. Dec 22, 2021 by Natalie Phelan (nataliephelan)
- 7. Feb 7, 2022 by Natalie Phelan (nataliephelan)
- 8. Feb 7, 2022 by Natalie Phelan (nataliephelan)

Calendar Pages Using this Program [Business](#)

---

Effective Date	2022-23
Workflow	<a href="#">majormod</a> <a href="#">minormod</a>
Program Code	TBD-1598
Level	Undergraduate
Faculty	Sprott School of Business
Academic Unit	School of Business Regulations: DEPT
Degree	
Title	R-UG-Business

## Program Requirements

---

### Regulations

In addition to the program requirements described here, students must satisfy the University regulations (see the *Academic Regulations of the University* section of this Calendar).

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

### Courses Used Towards Streams

Any courses completed toward the fulfilment of a Stream offered by the Sprott School of Business cannot be counted toward the fulfilment of any additional Stream(s), or toward any Concentration, offered by the Sprott School of Business.

### Bachelor of Commerce

Students may not continue into 3000-level or higher BUSI courses unless the following two minimum requirements are successfully met:

1. Successful completion of [BUSI 1800](#); and,
2. Successful completion of [BUSI 2800](#).

## Graduation (B.Com. and B.I.B.)

### Bachelor of Commerce

- A B.Com. (Honours) student who meets all of the Overall CGPA requirement of 5.0, the Major CGPA graduation requirement of 6.5, and the Concentration CGPA graduation requirement of 6.5 will graduate with B.Com. Honours with a concentration notation
- A B.Com. (Honours) student who meets both the Overall CGPA requirement of 5.0 and the Major CGPA graduation requirement of 6.5, but not the Concentration CGPA graduation requirement of 6.5 will graduate with B.Com. Honours without a concentration notation
- A B.Com. (Honours) student who meets the Overall CGPA graduation requirement of 5.0 and a Major CGPA of 5.0, regardless of the Concentration CGPA will graduate with B.Com. with neither a concentration nor an Honours notation

### Bachelor of International Business

- A B.I.B. student who meets all of the Overall CGPA requirement of 5.0, the Major CGPA requirement of 6.5, the Core CGPA requirements of 6.5, and the Concentration CGPA requirement of 6.5 will graduate with B.I.B. Honours with a concentration notation
- A B.I.B. student who meets the Overall CGPA requirement of 5.0, the Major CGPA requirement of 6.5 and Core CGPA requirement of 6.5, but not the Concentration CGPA requirement of 6.5 will graduate with B.I.B. Honours without a concentration notation
- A B.I.B. student who meets the Overall CGPA requirement of 5.0 but not the Major CGPA requirement of 6.5 or the Core CGPA requirement of 6.5 is eligible to transfer through Admissions Services to the B.Com. with neither a concentration nor an Honours notation and will then follow the appropriate graduation path as laid out in the B.Com. requirements. See [admissions.carleton.ca](https://admissions.carleton.ca) for more details.

---

New Resources

No New Resources

Summary

Sprott is introducing a regulation that any courses counting towards Sprott streams cannot be double-counted towards the fulfilment of any other stream or concentration also offered by Sprott.

Rationale for change

Transition/Implementation

---

Program reviewer  
comments

Key: 1598

# Program Change Request

Date Submitted: 12/16/21 1:38 pm

Viewing: **TBD-1873 : R-UG-3.2.6 Minimum CGPA Requirements**

Last approved: 07/12/21 11:47 am

Last edit: 04/01/22 2:14 pm

Last modified by: nataliephelan

[Changes proposed by: nataliephelan](#)

## In Workflow

1. REGS RO UG Review
2. PRE SCCASP
3. SCCASP
4. Senate
5. PRE CalEditor
6. CalEditor

## Approval Path

1. 12/17/21 1:08 pm  
Dotty Nwakanma  
(dottynwakanma):  
Approved for REGS RO  
UG Review
2. 12/17/21 1:23 pm  
Natalie Phelan  
(nataliephelan):  
Approved for PRE  
SCCASP
3. 01/09/22 8:00 pm  
Erika Strathearn  
(erikastrathearn):  
Approved for SCCASP
4. 03/10/22 10:23 am  
Natalie Phelan  
(nataliephelan): Rollback  
to REGS RO UG Review  
for Senate
5. 03/11/22 10:28 am  
Erika Strathearn  
(erikastrathearn):  
Approved for REGS RO  
UG Review
6. 03/11/22 11:35 am  
Natalie Phelan  
(nataliephelan):  
Approved for PRE  
SCCASP
7. 04/05/22 10:20 am  
Erika Strathearn  
(erikastrathearn):  
Approved for SCCASP

## History

1. May 3, 2019 by Mike Labreque (mikelabreque)
2. Apr 15, 2020 by Sarah Cleary (sarahcleary)
3. May 4, 2021 by Natalie Phelan (nataliephelan)
4. Jul 8, 2021 by Natalie Phelan (nataliephelan)
5. Jul 12, 2021 by Natalie Phelan (nataliephelan)

Calendar Pages Using this Program [Academic Regulations for Degree Students](#)

Effective Date	2022-23
Workflow	majormod
Program Code	TBD-1873
Level	Undergraduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	
Title	R-UG-3.2.6 Minimum CGPA Requirements

## Program Requirements

### 3.2.6 Minimum CGPA Requirements

To be *Eligible to Continue* (EC) in a degree program, the standard CGPA requirements used in the Academic Continuation Evaluation are presented in Table 1. Undergraduate degree students who do not meet the minimum requirements presented in Table 1 may be placed on *Academic Warning* (AW) or required to withdraw from their degree (WT, WY). [See Section 3.2.1 Academic Continuation Evaluation of the Academic Regulations of the University.](#)

~~See Section 3.2.1. The Standard Minimum CGPA Requirements for Minors, Concentrations, and Specializations are subject to the minimum GPAs presented in Table 2. While Minors, Concentrations, and Specializations are not formally assessed in the Academic Continuation Evaluation, the same minimum CGPA requirements for continuation in a degree program may also be used to determine whether a student can continue in a particular Minor, Concentration, or Specialization.~~ Table 1: [Standard](#) Minimum CGPA Requirements [to be Eligible to Continue \(EC\)](#)

Program of Study	Less than 5.5 credits complete	Between 5.5 and 15.25 credits complete	15.5 or more credits complete	Graduation
<a href="#">Honours</a>	<a href="#">n/a</a>	<a href="#">Overall 4.00</a>	<a href="#">Overall 5.00 (see Note 3 below)</a>	<a href="#">Overall 5.00, Major 6.50</a>
<a href="#">BAS Design</a>	<a href="#">n/a</a>	<a href="#">Overall 4.00</a>	<a href="#">Overall 4.00</a>	<a href="#">Overall 4.00</a>
<a href="#">Engineering</a>	<a href="#">n/a</a>	<a href="#">Overall 5.00</a>	<a href="#">Overall 5.00</a>	<a href="#">Overall 5.00</a>
<a href="#">BID</a>	<a href="#">n/a</a>	<a href="#">Overall 3.50</a>	<a href="#">Overall 4.00</a>	<a href="#">Overall 4.00</a>

Program of Study	Less than 5.5 credits complete	Between 5.5 and 15.25 credits complete	15.5 or more credits complete	Graduation
<u>15 Credit Non-Honours</u>	<u>n/a</u>	<u>Overall 4.00</u>	<u>n/a</u>	<u>Overall 4.00, Major 4.00</u>
<u>20 Credit Non-Honours</u>	<u>n/a</u>	<u>Overall 4.00</u>	<u>Overall 4.00</u>	<u>Overall 4.00, Major 4.00</u>

**Notes: for Continuation Note: The Program**

Program credits completed	Honours	Architecture (Design)	Engineering	Industrial Design	20.0 credit Major, B.I.T.	15.0 credit
0.0 to 5.0	N/A	N/A	N/A	N/A	N/A	N/A
5.5 to 15.0	Overall 4.00	Overall 4.00	Overall 5.00	Overall 3.50	Overall 4.00	Overall 4.00
15.5 or more	Overall 5.00	Overall 4.00	Overall 5.00	Overall 4.00	Overall 4.00	N/A
Graduation	Overall 5.00-Major 6.50	Overall 4.00	Overall 5.00	Overall 4.00	Overall 4.00 Major 4.00	Overall 4.00 Major 4.00

1. Credits Complete are the course credits earned in the courses the student has completed, with either a passing or a failing grade, that would contribute to the credits required for graduation in the student's program had they been passed. This The Program Credits include credits obtained through transfer, advanced standing, letters of permission, or exchange. The Program Credits Complete does do not include courses from which the student has withdrawn.
2. Certain Honours degree programs may have different minimum Overall and/or Major CGPA requirements from those indicated above. Programs with exceptions are listed in Section 3.2.7 Additional ACE Information for Certain Degrees of the Academic Regulations of the University.
3. Students While Minors, Concentrations, and Specializations are not formally assessed in an honours program who meet the 15.5 credits complete threshold must refer to Section 3.4.6 Minimum CGPA Requirements for Graduation of the Academic Regulations of Continuation-Evaluation, the University for important information about the Major CGPA assessment.

=

The standard same minimum CGPA CGPA requirements for Minors, Concentrations, and Specializations are not formally assessed for continuation in the Academic Continuation Evaluation, but a degree program may also be used to determine whether a student can remain continue in a particular Minor, Concentration, or Specialization.

Table 2: ~~Standard Minimum Requirements for Minors, Concentrations and Specializations Note:~~ Standard Minimum CGPA Requirements for Certain Minors, Concentrations, and Specializations

Program credits completed	All students in Honours	All students in Architecture, B.I.D.	All students in Engineering	All students in Major B.I.T.	All students in 15.0 credit
0.0 to 5.0	5.00	3.00	4.00	3.00	3.00
5.5 to 10.0	5.50	3.50	4.50	3.50	3.50
10.5 to 15.0	6.00	3.50	4.50	3.50	4.00
15.5 or more	6.50	4.00	5.00	4.00	N/A

  

Program of Study	Less than 5.5 credits complete	Between 5.5 and 15.25 credits complete	15.5 or more credits complete	Graduation
<u>Honours</u>	<u>n/a</u>	<u>5.50</u>	<u>6.50</u>	<u>6.50</u>
<u>Engineering</u>	<u>n/a</u>	<u>4.50</u>	<u>5.00</u>	<u>5.00</u>
<u>BID</u>	<u>n/a</u>	<u>3.50</u>	<u>4.00</u>	<u>4.00</u>
<u>15 Credit Non-Honours</u>	<u>n/a</u>	<u>3.50</u>	<u>n/a</u>	<u>4.00</u>
<u>20 Credit Non-Honours</u>	<u>n/a</u>	<u>3.50</u>	<u>4.00</u>	<u>4.00</u>

**Note:** certain Minors, Concentrations, and Specializations may have different minimum **GPA** requirements from those indicated above. Consult the specific program requirements for information.

---

New Resources

No New Resources

Summary

Table 2 has been edited so that it conforms to ACE, which means adjusting the completed credits thresholds.

Rationale for change

Transition/Implementation

---

Program reviewer comments

**nataliephelan (03/10/22 10:23 am):** Rollback: Further edits now required in light of upcoming changes to Minor CGPAs. SCCASP previously approved the new version of Table 1 (switched axes, converted the thresholds into ACE terms and incorporated 0.25 credits) and the addition of a note referring students to 3.4.6 re: the 15.5cr major CGPA check.

**nataliephelan (03/10/22 10:54 am):** Summary from December 2021, when this proposal was first submitted. These edits were approved at SCCASP in their Dec 21/21 meeting, but have not yet gone to Senate. "Further ACE refinements. \*\*Reoriented and retitled Table 1, and changed credit ranges to account for quarter credit courses. \*\*Notes beneath Table 1 have been updated to better direct students whose program does not follow the standard ACE, and to draw attention to the 15.5cr Major check."

Key: 1873



# Program Change Request

Date Submitted: 09/28/21 4:04 pm

Viewing: **TBD-1882 : R-UG-3.4.6 Minimum CGPA Requirements for Graduation**

Last approved: 07/16/21 2:41 pm

Last edit: 04/05/22 10:07 am

Last modified by: nataliephelan

[Changes proposed by: nataliephelan](#)

## In Workflow

1. REGS RO UG Review
2. PRE SCCASP
3. SCCASP
4. Senate
5. PRE CalEditor
6. CalEditor

## Approval Path

1. 12/13/21 3:08 pm  
Erika Strathearn  
(erikastrathearn):  
Approved for REGS RO UG Review
2. 12/16/21 3:46 pm  
Natalie Phelan  
(nataliephelan):  
Approved for PRE SCCASP
3. 01/09/22 8:00 pm  
Erika Strathearn  
(erikastrathearn):  
Approved for SCCASP
4. 03/10/22 1:14 pm  
Natalie Phelan  
(nataliephelan): Rollback to REGS RO UG Review for Senate
5. 03/11/22 10:28 am  
Erika Strathearn  
(erikastrathearn):  
Approved for REGS RO UG Review
6. 03/11/22 11:35 am  
Natalie Phelan  
(nataliephelan):  
Approved for PRE SCCASP
7. 04/01/22 3:13 pm  
Erika Strathearn  
(erikastrathearn):  
Approved for SCCASP

## History

1. May 3, 2019 by Mike Labreque (mikelabreque)
2. Mar 26, 2021 by Sarah Cleary (sarahcleary)
3. May 14, 2021 by Natalie Phelan (nataliephelan)
4. May 14, 2021 by Natalie Phelan (nataliephelan)
5. Jul 16, 2021 by Natalie Phelan (nataliephelan)

Calendar Pages Using this Program [Academic Regulations for Degree Students](#)

Effective Date	2022-23
Workflow	majormod
Program Code	TBD-1882
Level	Undergraduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	
Title	R-UG-3.4.6 Minimum CGPA Requirements for Graduation

## Program Requirements

### 3.4.6 Minimum CGPA Requirements for Graduation

Students in an Honours program who have completed 15.5 credits or more, but have a Major CGPA less than 6.00, will be placed in a corresponding non-honours program where applicable, provided they meet the minimum overall CGPA required for continuation. The student may apply to change this program within the degree, as long as they would be *Eligible to Continue (EC)* in the subsequent program. Honours programs with no corresponding non-honours program will be assessed using the program rules reflected in Section 3.2.7 of the *Academic Regulations of the University*.

Note: students in the Bachelor of International Business (Honours) and Bachelor of Commerce (Honours) must refer to the Program Regulations for Business.

**Table 3: 3.4.6 Minimum CGPA Requirements for Graduation** Table 3: Standard Minimum CGPA Requirements for Graduation

	Overall	Major(s)	Concentration or Specialization	Minor
Honours Degrees	5.00	6.50	6.50	6.50
Engineering Degrees	5.00	not used	n/a	5.00
Architecture (Design), B.I.D.	4.00	not used	n/a	4.00
<del>Major and 15.0 Credit Degrees, B.I.T.</del>	<del>4.00</del>	<del>4.00</del>	<del>4.00</del>	<del>4.00</del>
<u>15 and 20 Credit Non-Honours Degrees</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

**Overall Major(s) Concentration or Specialization Minor**

BCom Non-Honours Degree	5.00	not used n/a	5.00
Post-Baccalaureate Diploma	6.50		

**Note:** ~~some~~ ~~some~~ programs have higher requirements. [Consult the specific program requirements for information.](#)

New Resources No New Resources

Summary Adding a sentence of explanation that students can be moved into a non-hons program when Major CGPA is checked at 15.5cr.  
 Changed wording of line 4 in the table to remove reference to Major programs.

Rationale for change As the Major CGPA will not be checked at each ACE and therefore not used in coming to ACE decisions, adding this wording explains how students in an honours program will be moved to a non-honours equivalent (if available) on the basis that their major CGPA is not close enough to the graduation threshold.

Transition/Implementation

**nataliephelan (09/30/21 1:37 pm):** In response to a question raised in SCCASP planning Sept 30/21, adding a draft sentence to cover off BIB and BCom (Hons), which do their version of "honours to general" at the point of graduation, not at 15.5cr complete.

**nataliephelan (10/25/21 2:51 pm):** In consultation with D. Nwakanma, E. Strathearn, V. Saveland: added "where applicable" to the first sentence, to account for certain Honours degrees that do not have a non-hons version available (e.g. Social Work).

**nataliephelan (12/13/21 12:08 pm):** Edited disclaimer re: 15.5 credit Major CGPA check to refer to the list of programs with exceptions to the standard ACE.

**nataliephelan (03/10/22 1:14 pm):** Rollback: Further edits required to accommodate the change to minor CGPAs.

**nataliephelan (03/10/22 3:02 pm):** This regulation was updated in December 2021 to include a reference to the 15.5cr Major CGPA check for Honours program in ACE; SCCASP approved this change on Dec 21/21 but it has not yet gone to Senate. **\*\*Summary:** Adding a sentence of explanation that students can be moved into non-hons program when Major CGPA is checked at 15.5cr. Changed wording of line 4 in the table to remove reference to Major programs. **\*\*Rationale:** As the Major CGPA will not be checked at each ACE and therefore not used in coming to ACE decisions, adding this wording explains how students in an honours program will be moved to a non-honours equivalent (if available) on the basis that their major CGPA is not close enough to the graduation threshold.

**nataliephelan (04/01/22 2:22 pm):** The changes to minor CGPAs will be pushed to 23-24, so I have reverted this proposal to its previous state which was approved at SCCASP on Dec 21/21.

**nataliephelan (04/05/22 10:07 am):** Per SCCASP April 5/22, Eng does not offer any concentrations or specializations at this time, so edited this cell in the table to read "n/a".

Program reviewer comments

Green shading = graduate // Grey shading = undergraduate

MINOR MODS - COURSES

Code	Title	Status	Course Level	Faculty	Summary
<a href="#">FYSM 1410</a>	<a href="#">FYSM 1410: Canadian Popular Culture</a>	Added	UG	AS	Expanding first year course offerings