



DATE: January 19, 2024

TO: Senate

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

RE: 2024-25 Calendar Curriculum Proposals
Undergraduate and Graduate Major Modifications

Background

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

Library Reports (as required)

In electronic communication members of the Library staff, upon review of the proposals, confirmed no additional resources were required for the 2024-25 major modifications included below.

Documentation

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

Omnibus Motion

In order to expedite business with the multiple changes that are subject to Senate approval at this meeting, the following omnibus motion will be moved. Senators may wish to identify any of the following 9 major modifications that they feel warrant individual discussion that will then not be covered by the omnibus motion. Independent motions as set out below will nonetheless be written into the Senate minutes for those major modifications that Senators agree can be covered by the omnibus motion.

THAT Senate approve the major modifications as presented below.

Major Modifications

- 1. PHD English, Collaborative Specialization in African Studies**
SCCASP approval: November 7, 2023
SQAPC approval: November 23, 2023

Senate Motion January 26, 2024

THAT Senate approve the introduction of the collaborative specialization in African Studies to the PHD program in English as presented with effect from Fall 2024.

2. PHD Political Science, Collaborative Specialization in African Studies

SCCASP approval: November 7, 2023

SQAPC approval: November 23, 2023

Senate Motion January 26, 2024

THAT Senate approve the introduction of the collaborative specialization in African Studies to the PHD program in Political Science as presented with effect from Fall 2024.

3. MA Geography

SCCASP approval: November 7, 2023

SQAPC approval: November 23, 2023

Senate Motion January 26, 2024

THAT Senate approve the major modification to the MA program in Geography as presented with effect from Fall 2024.

4. PHD Architecture, Collaborative Specialization in African Studies

SCCASP approval: November 7, 2023

SQAPC approval: December 14, 2023

Senate Motion January 26, 2024

THAT Senate approve the introduction of the collaborative specialization in African Studies to the PHD program in Architecture as presented with effect from Fall 2024.

5. ARTH 4909

SCCASP approval: December 5, 2023

SQAPC approval: December 14, 2023

Senate Motion January 26, 2024

THAT Senate approve the of the major modification to ARTH 4909 as presented with effect from Fall 2024.

6. CHST 3904 & 3905

SCCASP approval: December 5, 2023

SQAPC approval: December 14, 2023

Senate Motion January 26, 2024

THAT Senate approve the major modification to CHST 3904 & 3905 as presented with effect from Fall 2024.

7. HRSJ 4906

SCCASP approval: December 5, 2023

SQAPC approval: December 14, 2023

Senate Motion January 26, 2024

THAT Senate approve the major modification to HRSJ 4906 as presented with effect from Fall 2024.

8. Professional Writing

SCCASP approval: December 5, 2023

SQAPC approval: December 14, 2023

Senate Motion January 26, 2024

THAT Senate approve the deletion of the Certificate and Post-Baccalaureate Diploma and the major modification to the Minor in Professional Writing and the addition of ENGL 3420 as presented with effect from Fall 2024.

9. PHD Canadian Studies

SCCASP approval: N/A

SQAPC approval: January 11, 2024

Senate Motion January 26, 2024

THAT Senate approve the standalone PHD program in Canadian Studies as presented with effect from Fall 2024.

Program Change Request

New Program Proposal

Date Submitted: 07/11/23 3:09 pm

Viewing: **TBD-2223 : PhD English with Collaborative Specialization in African Studies**

Last edit: 07/11/23 3:09 pm

Last modified by: sandrabauer

Changes proposed by: sandrabauer

In Workflow

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

Approval Path

1. 07/11/23 3:11 pm
Sandra Bauer
(sandrabauer): Approved for CalEditor
2. 07/19/23 1:16 pm
Femi Ajidahun
(femiajidahun): Approved for AFRI ChairDir GR
3. 07/20/23 1:40 pm
Judy Katz (judykatz): Approved for ENGL ChairDir GR
4. 09/13/23 9:06 am
Pascal Gin (pascalgin): Approved for AS Dean
5. 09/21/23 5:12 pm
Sandra Bauer
(sandrabauer): Approved for GRAD Dean
6. 09/21/23 5:13 pm
Sandra Bauer
(sandrabauer): Approved for PRE GRAD FCC
7. 09/28/23 1:19 pm
Sandra Bauer
(sandrabauer): Approved for GRAD FCC
8. 10/18/23 2:06 pm
Sandra Bauer

Effective Date	2024-25
Workflow	majormod
Program Code	TBD-2223
Level	Graduate
Faculty	Faculty of Arts and Social Sciences
Academic Unit	Institute of African Studies Department of English
Degree	Doctor of Philosophy
Title	PhD English with Collaborative Specialization in African Studies

Program Requirements

Ph.D. English with Collaborative Specialization in African Studies (5.0 credits)

Requirements:

- | | | |
|---------------------------------|--|-----|
| 1. 0.5 credit in: | | 0.5 |
| AFRI 5000 [0.5] | African Studies as a Discipline: Historical and Current Perspectives | |
| 2. 0.0 credit in: | | |
| AFRI 5800 [0.0] | Scholarly Preparation in African Studies | |
| 3. 0.5 credit in: | | 0.5 |
| AFRI 6000 [0.5] | Thinking from Africa: Historical Perspectives, Contemporary Dimensions | |
| 4. 1.0 credit in: | | 1.0 |
| ENGL 6003 [0.5] | Theories and Foundations in the Production of Literature | |
| ENGL 6004 [0.5] | Approaches to the Production of Literature | |
| 5. 0.5 credit in: | | 0.5 |
| ENGL 6002 [0.5] | Proseminar | |
| 6. 1.0 credit in | approved courses | 1.0 |
| 7. 1.0 credit in: | | 1.0 |
| ENGL 6900 [1.0] | Comprehensive Examination | |
| 8. 0.5 credit in: | | 0.5 |
| ENGL 6902 [0.5] | Dissertation Proposal | |
| 9. 0.0 credit in: | | |
| ENGL 6909 [0.0] | Thesis (in the specialization) | |

Ph.D. English with Collaborative Specialization in African Studies (Advanced Completion - 4.5 credits)

Requirements:

1. 0.5 credit in:		0.5
AFRI 6000 [0.5]	Thinking from Africa: Historical Perspectives, Contemporary Dimensions	
2. 1.0 credit in:		1.0
ENGL 6003 [0.5]	Theories and Foundations in the Production of Literature	
ENGL 6004 [0.5]	Approaches to the Production of Literature	
3. 0.5 credit in:		0.5
ENGL 6002 [0.5]	Proseminar	
4. 1.0 credit in approved courses		1.0
5. 1.0 credit in:		1.0
ENGL 6900 [1.0]	Comprehensive Examination	
6. 0.5 credit in:		0.5
ENGL 6902 [0.5]	Dissertation Proposal	
7. 0.0 credit in:		
ENGL 6909 [0.0]	Thesis (in the specialization)	

New Resources No New Resources

Summary Add Collaborative Specialization in African Studies.

Rationale A PhD in English with a Collaborative Specialization in African Studies will formalize existing intersections between the Department of English Language and the Institute of African Studies, reflected in a history of graduate student and faculty interest in African literatures and African cultural activity. Pursuing a Collaborative Specialization in African Studies will afford students the grounding that they need in study of Africa from a variety of viewpoints and disciplines, and connections with the Institute's affiliated faculty and graduate researchers, which means access to a community that can shape and inform their contribution. The English department has sufficient resources to cover supervisions in the field of African Studies, and experience supervising or serving on committees in the field. Nduka Otiono, Director of the Institute of African Studies, is cross appointed with English; Phil Kaisary is cross appointed with English—he, along with English department faculty Sarah Brouillette and Sarah Casteel, have expertise in the areas of African literature and/or literatures of the African diaspora.

Transition/Implementation n/a - new program

Program reviewer comments **sandrabauer (09/21/23 5:12 pm):** 2/3 memo sent

Key: 2223

Program Change Request

New Program Proposal

Date Submitted: 08/31/23 4:18 pm

Viewing: **TBD-2225 : Ph.D. Political Science
with Collaborative Specialization in African
Studies**

Last edit: 09/26/23 3:32 pm

Last modified by: sandrabauer

Changes proposed by: sandrabauer

In Workflow

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

Approval Path

1. 08/31/23 4:19 pm
Sandra Bauer
(sandrabauer): Approved
for CalEditor
2. 09/18/23 11:57 am
Nduka Otiono
(ndukaotiono): Approved
for AFRI ChairDir GR
3. 09/18/23 1:45 pm
Achim Hurrelmann
(achimhurrelmann):
Approved for PSCI
ChairDir GR
4. 09/21/23 2:40 pm
Vandna Bhatia
(vandnabhatia):
Approved for PA Dean
5. 09/21/23 4:27 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD Dean
6. 09/21/23 5:15 pm
Sandra Bauer
(sandrabauer): Approved
for PRE GRAD FCC
7. 09/28/23 1:17 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD FCC

Effective Date	2024-25
Workflow	majormod
Program Code	TBD-2225
Level	Graduate
Faculty	Faculty of Public Affairs
Academic Unit	Department of Political Science Institute of African Studies
Degree	Doctor of Philosophy
Title	Ph.D. Political Science with Collaborative Specialization in African Studies

Program Requirements

Ph.D. Political Science with Collaborative Specialization in African Studies (5.5 credits)

Requirements:

- 1. 2.0 credits in** courses at the 6000 level in each of the candidate's two major fields of study. A GPA of 9.0 or higher must be obtained in these courses for students to be allowed to proceed to the comprehensive examinations. 2.0
 - 2. 1.0 credit in:** 1.0
 - [PSCI 6900](#) [0.5] Ph.D. Field Examination I
 - [PSCI 6905](#) [0.5] Ph.D. Field Examination II
- Field examinations normally take place once per year, in August. At the discretion of the Department, candidates may be required to take an oral examination following the written examination. Full-time students are normally required to complete the comprehensive examinations within 24 months of entering the program.
- 3. 0.0 credit in:** 0.0
 - [AFRI 5800](#) [0.0] Scholarly Preparation in African Studies
 - 4. 1.0 credit in:** 1.0
 - [AFRI 5000](#) [0.5] African Studies as a Discipline: Historical and Current Perspectives
 - [AFRI 6000](#) [0.5] Thinking from Africa: Historical Perspectives, Contemporary Dimensions
 - 5. 0.5 credit in** electives at the graduate level, in fields allied to major topics of the thesis. This credit will normally be fulfilled through regular course work rather than tutorials. 0.5
 - 6. 1.0 credit in:** 1.0
 - [PSCI 6907](#) [0.5] Thesis Proposal Workshop I
 - [PSCI 6908](#) [0.5] Thesis Proposal Workshop II
 - 7.** An oral defence of a written dissertation proposal. Full-time students must normally complete the oral defence of the proposal, preceded by its formal acceptance by the supervisory committee, in the third year of their doctoral program.
 - 8. 0.0 credits in:** 0.0

[PSCI 6909](#) [0.0]

Ph.D. Thesis (in the specialization)

Total Credits

5.5

Ph.D. Political Science with Collaborative Specialization in African Studies (Advanced Completion Option - 5.0 credits)

Applicants to the Ph.D. Political Science with Collaborative Specialization in African Studies who have completed a master's program with specialization in African Studies may be considered for admission to an Advanced Completion Option of the Ph.D.

Requirements:

1. **2.0 credits in** courses at the 6000 level in each of the candidate's two major fields of study. A GPA of 9.0 or higher must be obtained in these courses for students to be allowed to proceed to the comprehensive examinations. 2.0
2. **1.0 credit in:** 1.0
 - [PSCI 6900](#) [0.5] Ph.D. Field Examination I
 - [PSCI 6905](#) [0.5] Ph.D. Field Examination II
3. **0.5 credit in:** 0.5
 - [AFRI 6000](#) [0.5] Thinking from Africa: Historical Perspectives, Contemporary Dimensions
4. **0.5 credit in** electives at the graduate level, in fields allied to the major topics of the thesis. This credit will normally be fulfilled through regular course work rather than tutorials. 0.5
5. **1.0 credit in:** 1.0
 - [PSCI 6907](#) [0.5] Thesis Proposal Workshop I
 - [PSCI 6908](#) [0.5] Thesis Proposal Workshop II
6. An oral defence of a written dissertation proposal. Full-time students must normally complete the oral defence of the proposal, preceded by its formal acceptance by the supervisory committee, in the third year of their doctoral program.
7. **0.0 credit in:**
 - [PSCI 6909](#) [0.0] Ph.D. Thesis (in the specialization)

Total Credits

5.0

New Resources

No New Resources

Summary

Add Collaborative Specialization in African Studies to PhD Political Science

Rationale

The Department of Political Science has a long history of collaboration with the Institute of African Studies, which Political Science faculty members helped launch in the 2000s. The Department has offered a collaborative specialization at the MA level for many years. Adding the collaborative specialization at the PhD level will expand opportunities for Political Science students, and facilitate the recruitment of new students to Carleton University. The Political Science Department includes several faculty members with expertise in African politics (James Milner, Isaac Odoom, Cati Coe, plus Shireen Hassim as a 0% cross-appointment) who are available for supervision.

Transition/Implementation n/a - np

Program reviewer comments

sandrabauer (09/21/23 4:54 pm): 2/3 memo sent to unit

Key: 2225

Program Change Request

Date Submitted: 05/19/23 10:58 am

Viewing: **MA-42 : M.A. Geography**

Last approved: 01/08/19 2:11 pm

Last edit: 09/26/23 12:42 pm

Last modified by: sandrabauer

Changes proposed by: elynhumphreys

In Workflow

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

Approval Path

1. 07/11/23 2:42 pm
Sandra Bauer
(sandrabauer): Approved
for CalEditor
2. 07/11/23 2:50 pm
Patricia Ballamingie
(patriciaballamingie):
Approved for GEOG
ChairDir GR
3. 09/13/23 9:06 am
Pascal Gin (pascalgin):
Approved for AS Dean
4. 09/21/23 4:12 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD Dean
5. 09/21/23 5:14 pm
Sandra Bauer
(sandrabauer): Approved
for PRE GRAD FCC
6. 09/26/23 3:26 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD FCC
7. 10/18/23 2:58 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD FBoard

Calendar Pages Using this [Geography](#).

History

1. Jul 11, 2014 by sandra
2. Mar 5, 2015 by sandra
3. Mar 10, 2017 by Douglas King (dougjking)
4. May 4, 2017 by Sandra Bauer (sandrabauer)
5. May 4, 2017 by Sandra Bauer (sandrabauer)
6. Jan 8, 2019 by Mike Labreque (mikelabreque)

Program

Effective Date	2024-25
Workflow	majormod
Program Code	MA-42
Level	Graduate
Faculty	Faculty of Arts and Social Sciences
Academic Unit	Department of Geography and Environmental Studies
Degree	Master of Arts
Title	M.A. Geography

Program Requirements

Program Requirements

M.A. Geography (5.0 credits)

Requirements - Thesis pathway

- | | | |
|---|---|-----|
| 1. 0.5 credit in: | | 0.5 |
| GEOG 5000 [0.5] | Approaches to Geographical Inquiry | |
| 2. 2.5 credits in: | | 2.5 |
| GEOG 5909 [2.5] | M.A. Thesis (which must be defended at an oral examination) | |
| 3. 0.5 credit in: | | 0.5 |
| GEOG 5905 [0.5] | Masters Research Workshop | |
| 4. 1.0 credit in approved GEOG/GEOM courses. With departmental permission, up to 1.0 credit may be taken from other units in the Faculty of Arts and Social Sciences/Faculty of Public Affairs. Coursework must fulfil the "Graduate-level Course Requirements" in the Graduate Regulations. | | 1.0 |
| 5. 0.5 credit in free elective | | 0.5 |

6. In addition to the formal requirements, M.A. students are required to attend the Departmental Seminar series, and the Graduate Field Camp.		
Total Credits		5.0
Requirements - Research essay pathway:		
1. 0.5 credit in:		0.5
GEOG 5000 [0.5]	Approaches to Geographical Inquiry	
2. 1.0 credit in:		1.0
GEOG 5908 [0.0]	M.A. Major Research Essay	
3. 0.5 credit in:		0.5
GEOG 5905 [0.5]	Masters Research Workshop	
4. 3.0 credits in approved GEOG/GEOM courses. With departmental permission, up to 1.0 credit may be taken from other units in the Faculty of Arts and Social Sciences/Faculty of Public Affairs. Coursework must fulfil the "Graduate-level Course 3.0 Requirements" in the Graduate Regulations.		
5. In addition to the formal requirements, M.A. students are required to attend the Departmental Seminar series, and the Graduate Field Camp.		
Total Credits		5.0

New Resources	No New Resources
Summary	1) Add research essay pathway to M.A. (note: Geog would like to limit the research essay to the regular degree for now, not the specializations /sb) 2) In the thesis pathway, replace detailed list of electives with approved courses statement. (Note sbauer - DGES confirms that they'd like to keep these courses limited to FASS/FPA faculties)
Rationale for change	1) Provides flexibility for students interested in completing a Geography MA who are interested in more emphasis on course work over research. 2) Facilitate keeping list updated.
Transition/Implementation	If students currently in the MA program and registered in the thesis wish to switch to the Major Research Essay pathway, they will require permission of their supervisor/department to register in GEOG5908 (the research essay course, which requires "Permission of the Department"). These students will also receive advising to ensure course requirements can be met in a timely fashion.
Program reviewer comments	sandrabauer (09/21/23 4:12 pm): 2/3 memo sent to dept sandrabauer (09/25/23 10:58 am): Item 3: Added language pertaining to two-thirds requirement. sandrabauer (09/26/23 3:25 pm): Further post-P&P adjustments to new RE pathway: Summary: 0.5 credit in GEOG 5000, 1.0 in 5908, 0.5 in 5905, and 3.0 in approved courses. OK per PG & DGES Chair & GS.

Key: 945

Course Change Request

New Course Proposal

Date Submitted: 05/19/23 11:07 am

Viewing: **GEOG 5908 : M.A. Major Research Essay**

Last edit: 09/21/23 2:57 pm

Changes proposed by: elynhumphreys

Programs referencing this course [M.A. Geography](#)

In Workflow

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

Approval Path

1. 05/19/23 11:24 am
Patricia Ballamingie
(patriciaballamingie):
Approved for GEOG
ChairDir GR
2. 09/13/23 9:07 am
Pascal Gin (pascalgin):
Approved for AS Dean
3. 09/21/23 2:57 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD Dean
4. 09/21/23 5:14 pm
Sandra Bauer
(sandrabauer): Approved
for PRE GRAD FCC
5. 09/28/23 1:21 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD FCC
6. 10/18/23 2:57 pm
Sandra Bauer
(sandrabauer): Approved
for GRAD FBoard

Effective Date	2024-25
Workflow	majormod
New Resources	No New Resources

Level	Graduate
Course Code	GEOG
Course Number	5908
Title	M.A. Major Research Essay
Title (short)	M.A. Major Research Essay

Faculty	Faculty of Arts and Social Sciences
Academic Unit	Department of Geography and Environmental Studies
Credit Value	1.0
Special/Selected Topics	Not Applicable
Significant Experiential Learning	Applied Research Project
Course Description	Supervised research essay offered on an individual basis, to meet M.A. Major Research Essay pathway program needs; may be taken in one of the areas of specialization of the Department. Includes: Experiential Learning Activity
Prerequisite(s)	Permission of the Department
Class Format	
Precluded Courses	
Also listed as	
Piggybacked Courses	
U Ottawa Code	

Grade Mode	Standard Letter Grade
Schedule Type	*Research Project *May constitute a major modification under Carleton's IQAP. Please consult https://carleton.ca/viceprovost/major-minor-modifications/ for more details.
Unpaid Placement	No
Summary	*associated with major mod to MA Geography* Add new research course for Major Research Essay pathway in the MA Geography program
Rationale for new course	This Major Research Essay course will be the alternative to the MA Thesis (GEOG 5909) for the new Major Research Essay Pathway in the MA Geography program.

Course reviewer comments

Program Change Request

New Program Proposal

Date Submitted: 09/15/23 3:54 pm

Viewing: **TBD-2227 : Ph.D. Architecture with Collaborative Specialization in African Studies**

Last edit: 09/27/23 5:35 pm

Last modified by: sandrabauer

Changes proposed by: hollykleinswormink

In Workflow

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

Approval Path

1. 09/18/23 10:58 am
Sandra Bauer
(sandrabauer): Approved for CalEditor
2. 09/18/23 12:00 pm
Nduka Otiono
(ndukaotiono): Approved for AFRI ChairDir GR
3. 09/19/23 10:51 am
Anne Bordeleau
(AnneBordeleau): Approved for ARCH ChairDir GR
4. 09/20/23 3:04 pm
Richard Dansereau
(richarddansereau): Approved for ENG Dean
5. 09/21/23 2:56 pm
Sandra Bauer
(sandrabauer): Approved for GRAD Dean
6. 09/21/23 5:15 pm
Sandra Bauer
(sandrabauer): Approved for PRE GRAD FCC
7. 09/27/23 5:36 pm
Sandra Bauer
(sandrabauer): Approved for GRAD FCC

Effective Date	2024-25
Workflow	majormod
Program Code	TBD-2227
Level	Graduate
Faculty	Faculty of Engineering and Design
Academic Unit	Azrieli School of Architecture and Urbanism Institute of African Studies
Degree	Doctor of Philosophy
Title	Ph.D. Architecture with Collaborative Specialization in African Studies

Program Requirements

Ph.D. Architecture with Collaborative Specialization in African Studies (6.0 credits)

Note: Please consult the School regarding registration sequence.

Requirements:

1. **2.5 credits in** core courses 2.5
 - [ARCN 6001](#) [0.5] Workshop: Design as Research I
 - [ARCH 6001](#) [0.5] Texts, Precedents and Writings in Architecture I
 - [ARCH 6103](#) [0.0] Colloquium I: Architectural Research Methods
 - [ARCH 6104](#) [0.0] Colloquium II: Architectural Research Presentation
 - [ARCH 6105](#) [0.0] Colloquium III: Architectural Research Dissemination
2. **2.0 credits in:** 2.0
 - [ARCH 6907](#) [1.0] Ph.D. Comprehensive Examination
 - [ARCH 6908](#) [1.0] Ph.D. Proposal Examination
3. **0.0 credit in:**
 - [ARCH 6909](#) [0.0] Ph.D. Dissertation (Includes oral defence. Thesis must be related to African Studies and will be supervised by a faculty member with expertise in Africa and Africa related research in the primary unit. It may also be co-supervised by an IAS faculty member.)
4. **1.0 credits in:** 1.0
 - [AFRI 5000](#) [0.5] African Studies as a Discipline: Historical and Current Perspectives
 - [AFRI 6000](#) [0.5] Thinking from Africa: Historical Perspectives, Contemporary Dimensions
5. **0.0 credit in:** 0.0
 - [AFRI 5800](#) [0.0] Scholarly Preparation in African Studies
6. **0.5 credit in** free elective at the 5000-level in any discipline. 0.5

Total Credits

New Resources

No New Resources

Summary

Addition of a Collaborative Specialization in African Studies.

Rationale

Pursuing a Collaborative Specialization in African Studies will afford students the opportunities to connect with faculty, courses and research taking place in association with the Institute of African Studies. The Azrieli School of Architecture & Urbanism has been reviewing the PhD curriculum to expand beyond the Western context that had up to now characterized the different courses. The work was motivated by a desire to ensure the curriculum could be inclusive of the range of research our faculty and students currently undertake. Two ASAU faculty, Menna Agha and Ozayr Saloojee, are cross-appointed with the Institute of African Studies, and they are part of broader networks of collaborator that can support research in this area. We have also been building and maintaining relationships across the institution and beyond to further strengthen scholarship and bring in additional expertise, for example through an ongoing relation with Dark Matter University (DMU). The recent changes in the PhD curriculum will enable any interested students to benefit from the collaboration with the Institute of African Studies, and the ASAU does have the resources required to support the collaborative PhD.

Transition/Implementation N/A - new program

Program reviewer comments

richarddansereau (09/20/23 3:03 pm): I am a bit confused that the Graduate Calendar lists ARCN 6001 as Workshop: Daedalic Exercises I and not the titled used in the proposal. Similarly, ARCH 6001 is listed as Seminar: Vitruvian Exercises I, which is different from the proposal. In addition, ARCH 6103, 6104, 6105 don't currently exist. Are these other changes in the queue for the Graduate Calendar?

sandrabauer (09/21/23 2:56 pm): Response sent re: above q's. All of these are minor mods currently in workflow. Title changes and new courses.

Key: 2227

Date Submitted: 09/08/23 9:03 pm

Viewing: **ARTH 4909 : Honours Research**

Project Essay

Last approved: 03/01/21 5:24 am

Last edit: 10/02/23 3:59 pm

Changes proposed by: kristinguth

Calendar Pages referencing this course [Art History](#)
[Art and Architectural History \(ARTH\)](#)
[History and Theory of Architecture](#)

Programs referencing this course [Art History B.A. Honours](#)
[Art History B.A. Combined Honours](#)

Effective Date 2024-25

Workflow [majormod](#) [minormod](#)

Level Undergraduate

Course Code ARTH

Course Number 4909

Title Honours Research [Project Essay](#)

Title (short) Honours Research [Project Essay](#)

In Workflow

1. **ARTC ChairDir UG**
2. **AS FCC**
3. **AS FBoard**
4. **PRE SCCASP**
5. SCCASP
6. SQAPC
7. Senate
8. PRE CalEditor
9. Banner

Approval Path

1. 09/11/23 11:53 am
Mitchell Frank (mitchellfrank):
Approved for ARTC ChairDir UG
2. 11/03/23 3:01 pm
Sarah Mohammed (sarahmohammed):
Approved for AS FCC
3. 11/18/23 1:29 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

History

1. Jan 21, 2019 by Mike Labreque (mikelabreque)
2. Mar 1, 2021 by Kristin Guth (kristinguth)

Faculty	Faculty of Arts and Social Sciences
Academic Unit	School for Studies in Art and Culture
Credit Value	1.0
Special/Selected Topics	<u>Not Applicable</u>
Significant Experiential Learning	None
Course Description	<u>A project</u> An essay of approximately 10,000 words , resulting from independent research, supervised by Art History or History and Theory of Architecture faculty. <u>The medium of presentation will be agreed upon between student and supervisor and may include a research paper, web-based project, or combination of dissemination activities.</u>
Prerequisite(s)	fourth-year Honours standing in Art History or History and Theory of Architecture with a minimum CGPA of <u>10.00</u> 9.00 and permission of the Discipline.
Class Format	
Precluded Courses	
Also listed as	
Piggybacked Courses	
Grade Mode	Standard Letter Grade
Schedule Type	Independent Study *May constitute a major modification under Carleton's IQAP. Please consult https://carleton.ca/viceprovost/major-minor-modifications/ for more details.
Unpaid Placement	No
Summary	Title, description and prerequisite edited.
Rationale for change	The new title and description offer more flexibility to faculty and students in terms of dissemination activities yet keeps the emphasis on independent, often archival or primary source-driven research.
Course reviewer comments	nataliephelan (10/02/23 3:59 pm): Per R. Green, changed to majormod workflow.

Key: 624

[Preview Bridge](#)

A deleted record cannot be edited

Course Delete Proposal

Date Submitted: 09/13/23 8:59 am

Viewing: **CHST 3904 : Service-Learning in Community Settings**

Last approved: 04/01/19 3:06 am

Last edit: 10/02/23 8:47 am

[Changes proposed by: femiajidahun](#)

Calendar Pages referencing this course	<u>Childhood and Youth Studies</u> <u>Childhood and Youth Studies (CHST)</u>
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In Workflow

1. CalEditor
2. IASS ChairDir UG
3. AS Dean
4. AS FCC
5. AS FBoard
6. PRE SCCASP
7. SCCASP
8. SQAPC
9. Senate
10. PRE CalEditor
11. Banner

Approval Path

1. 09/19/23 3:15 pm
Natalie Phelan
(nataliephelan):
Approved for CalEditor
2. 09/20/23 12:26 pm
Julie Garlen (juliegarlen):
Approved for IASS
ChairDir UG
3. 09/22/23 3:46 pm
Pascal Gin (pascalgin):
Approved for AS Dean
4. 10/24/23 10:17 am
Sarah Mohammed
(sarahmohammed):
Approved for AS FCC
5. 11/18/23 1:29 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

History

1. Apr 1, 2019 by Julie
Garlen (juliegarlen)

Effective Date 2024-25

Workflow [majormod](#) ~~minormod~~

Level Undergraduate

Course Code	CHST
Course Number	3904
Title	Service-Learning in Community Settings
Title (short)	Service-Learning in Comm Set
Faculty	Faculty of Arts and Social Sciences
Academic Unit	Institute of Interdisciplinary Studies
Credit Value	1.0
Special/Selected Topics	
Significant Experiential Learning	Practica or Placements (including Clinical Placements)
Course Description	Students will learn to apply their knowledge pertaining to children and youth to a policy- or practice-oriented work environment. Students will complete a term paper and other assignments documenting gains in experiential knowledge. Graded SAT/UNS.
Prerequisite(s)	students with third- or fourth-year standing in Childhood and Youth Studies may apply to the Undergraduate Advisor for permission.
Class Format	Field placement six hours per week in a community setting, and regular class forum.
Precluded Courses	
Also listed as	
Piggybacked Courses	
Grade Mode	Satisfactory/Unsatisfactory
Schedule Type	*Practicum Seminar *May constitute a major modification under Carleton's IQAP. Please consult https://carleton.ca/viceprovost/major-minor-modifications/ for more details.
Unpaid Placement	Yes
Summary	A 0.5 credit practicum will replace this year long 1.0 credit course which no longer serves the need of both students and faculty.
Rationale for deactivation	<u>This year long practicum has been found to be overly taxing on limited faculty resources, as it takes up 1.0 credit of a faculty member's teaching load and serves relatively few students (no more than 25). Additionally, students have frequently asked to change their placement in the middle of the year. Therefore, we are returning this course to 0.5 credits to reduce the administrative requirements and enhance the placement experience.</u>
Course reviewer comments	nataliephelan (09/19/23 3:14 pm): Changed to minor mod workflow. nataliephelan (09/19/23 3:15 pm): Changing back to major mod as this is a practicum.

nataliephelan (10/02/23 8:47 am): Changed to majormod workflow, deletion of practicum.

Key: 9674

[Preview Bridge](#)

New Course Proposal

Date Submitted: 09/15/23 2:11 pm

Viewing: **CHST 3905 : Service-Learning in Community Settings**

Last edit: 09/15/23 2:11 pm

[Changes proposed by: femiajidahun](#)

Programs referencing this course [Childhood and Youth Studies B.A. Honours](#)
[Childhood and Youth Studies B.A.](#)

In Workflow

1. CalEditor
2. IASS ChairDir UG
3. AS Dean
4. AS FCC
5. AS FBoard
6. PRE SCCASP
7. SCCASP
8. SQAPC
9. Senate
10. PRE CalEditor
11. Banner

Approval Path

1. 09/19/23 3:15 pm
Natalie Phelan (nataliephelan):
Approved for CalEditor
2. 09/20/23 12:27 pm
Julie Garlen (juliegarlen):
Approved for IASS
ChairDir UG
3. 09/22/23 3:46 pm
Pascal Gin (pascalgin):
Approved for AS Dean
4. 10/24/23 10:17 am
Sarah Mohammed (sarahmohammed):
Approved for AS FCC
5. 11/18/23 1:29 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

Effective Date	2024-25
Workflow	majormod
New Resources	No New Resources
Level	Undergraduate
Course Code	CHST
Course Number	3905
Title	Service-Learning in Community Settings

Title (short)	Service-Learning in Community
Faculty	Faculty of Arts and Social Sciences
Academic Unit	Institute of Interdisciplinary Studies
Credit Value	0.50
Special/Selected Topics	Not Applicable
Significant Experiential Learning	Practica or Placements (including Clinical Placements)
Course Description	Students will learn to apply their knowledge pertaining to children and youth to a policy- or practice-oriented work environment. Students will complete a term paper and other assignments documenting gains in experiential knowledge. Graded SAT/UNS.
Prerequisite(s)	students with third- or fourth-year standing in Childhood and Youth Studies may apply to the Undergraduate Advisor for permission.
Class Format	Field placement six hours per week in a community setting, and regular class forum.
Precluded Courses	
Also listed as	
Piggybacked Courses	
Grade Mode	Satisfactory/Unsatisfactory
Schedule Type	*Practicum Seminar *May constitute a major modification under Carleton's IQAP. Please consult https://carleton.ca/viceprovost/major-minor-modifications/ for more details.
Unpaid Placement	Yes
Summary	Returning this course to 0.5 credits to reduce the administrative requirements and enhance the placement experience.
Rationale for new course	In 2018, we changed the practicum from 0.5 to 1.0 credit in order to give students the opportunity to complete a year-long placement. However, we have found this model to be overly taxing on our limited faculty resources, as it takes up 1.0 credit of a faculty member's teaching load and serves relatively few students (no more than 25). Additionally, students have frequently asked to change their placement in the middle of the year. Therefore, we are returning this course to 0.5 credits to reduce the administrative requirements and enhance the placement experience.
Course reviewer comments	

Key: 10791

[Preview Bridge](#)

A deleted record cannot be edited

Course Delete Proposal

Date Submitted: 09/11/23 2:03 pm

Viewing: **HRSJ 4906 : Practicum Placement in Human Rights II**

Last approved: 04/27/23 5:07 am

Last edit: 09/11/23 2:03 pm

Changes proposed by: femiajidahun

Calendar Pages referencing this course [Human Rights and Social Justice](#)
[Human Rights and Social Justice \(HRSJ\)](#)

Programs referencing this course [Human Rights Course Categories](#)

In Workflow

1. CalEditor
2. IASS ChairDir UG
3. AS Dean
4. AS FCC
5. AS FBoard
6. PRE SCCASP
7. SCCASP
8. SQAPC
9. Senate
10. PRE CalEditor
11. Banner

Approval Path

1. 09/12/23 11:49 am
Natalie Phelan (nataliephelan):
Approved for CalEditor
2. 09/20/23 12:35 pm
Julie Garlen (juliegarden):
Approved for IASS
ChairDir UG
3. 09/22/23 3:47 pm
Pascal Gin (pascalgin):
Approved for AS Dean
4. 10/03/23 8:53 am
Sarah Mohammed (sarahmohammed):
Approved for AS FCC
5. 11/18/23 1:30 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

History

1. Apr 27, 2023 by Laura Barrow (laurabarrow)

Effective Date 2024-25

Workflow [majormod](#) ~~minormod~~

Level Undergraduate

Course Code	HRSJ
Course Number	4906
Title	Practicum Placement in Human Rights II
Title (short)	Practicum Placement II
Faculty	Faculty of Arts and Social Sciences
Academic Unit	Institute of Interdisciplinary Studies
Credit Value	0.50
Special/Selected Topics	
Significant Experiential Learning	Practica or Placements (including Clinical Placements)
Course Description	This course provides students with the opportunity to spend one day per week (6-8 hours) working and learning at a human rights-related government, research or advocacy organization. A written report is required at the end of the placement. Graded as Sat/Uns.
Prerequisite(s)	fourth-year standing in Human Rights and a GPA of 9.8 or higher or permission of the Institute. <u>Students MUST submit an application and obtain approval before registering in the practicum.</u>
Class Format	
Precluded Courses	HUMR 4906 (no longer offered).
Also listed as	
Piggybacked Courses	
Grade Mode	Satisfactory/Unsatisfactory
Schedule Type	*Field Placement *May constitute a major modification under Carleton's IQAP. Please consult https://carleton.ca/viceprovost/major-minor-modifications/ for more details.
Unpaid Placement	No
Summary	Deactivating course due to lack of capacity and interest.
Rationale for deactivation	<u>Since the course was developed, we have never been able to offer the course due to capacity issue and interest.</u>
Course reviewer comments	

A deleted record cannot be edited

Program Delete Proposal

Date Submitted: 05/18/23 3:41 pm

Viewing: **CERT-CPRW : Certificate in Professional Writing**

Last approved: 04/19/22 12:49 pm

Last edit: 05/18/23 3:41 pm

Last modified by: traceywright

[Changes proposed by: traceywright](#)

In Workflow

1. CalEditor
2. ENGL ChairDir UG
3. LALS ChairDir UG
4. AS Dean
5. AS FCC
6. AS FBoard
7. PRE SCCASP
8. SCCASP
9. SQAPC
10. Senate
11. PRE CalEditor
12. CalEditor

Approval Path

1. 06/19/23 4:02 pm
Natalie Phelan (nataliephelan):
Approved for CalEditor
2. 06/19/23 4:06 pm
Judy Katz (judykatz):
Approved for ENGL ChairDir UG
3. 08/30/23 10:20 am
Michael Rodgers (michaelrodgers):
Approved for LALS ChairDir UG
4. 09/13/23 9:08 am
Pascal Gin (pascalgin):
Approved for AS Dean
5. 10/24/23 10:23 am
Sarah Mohammed (sarahmohammed):
Approved for AS FCC
6. 11/18/23 1:29 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

History

1. Jan 3, 2018 by David Wood (davidwood)
2. Apr 13, 2018 by Mike Labreque (mikelabreque)

- 3. Apr 16, 2019 by Judy Katz (judykatz)
- 4. Feb 10, 2020 by Judy Katz (judykatz)
- 5. Apr 19, 2022 by Natalie Phelan (nataliephelan)

Calendar Pages Using this Program [Applied Linguistics and Discourse Studies English](#)

Effective Date 2024-25

Workflow [majormod](#) ~~minormod~~

Program Code CERT-CPRW

Level Undergraduate

Faculty Faculty of Arts and Social Sciences

Academic Unit School of Linguistics and Language Studies
Department of English

Degree

Title Certificate in Professional Writing

Program Requirements

Certificate in Professional Writing (5.0 credits)

Students may declare only one of the Professional Writing Certificate or the Professional Writing Minor. To be taken concurrently with an Honours degree, provided the Major CGPA in the Honours program is at least 7.50. Open to all undergraduate students not in the English BA Honours Concentration in Creative Writing or the English BA Honours Concentration in Drama Studies.

Graduation

A candidate for the Certificate in Professional Writing (CPW) must obtain a grade of C or higher in all courses taken at Carleton University under the CPW program.

Requirements:

1. 1.0 credit in: 1.0
 - [ENGL 1008](#) [0.5] English Grammar: Fundamentals
 - [ALDS 2202](#) [0.5] Analysis of Written Language Use
2. 3.0 credits in: 3.0
 - [ALDS 3402/ENGL 3909](#) [0.5] Research and Theory in Workplace Writing
 - [ALDS 3414/ENGL 3414](#) [0.5] Introduction to Professional Writing and Editing
 - [ALDS 4404/ENGL 4004](#) [0.5] Writing and Knowledge-Making in the Professions
 - [ENGL 4135](#) [0.5] Studies in Publishing
 - [ALDS 4414](#) / [ENGL 4414](#) [0.0] Course ALDS 4414 Not Found
 - [ALDS 4415](#) / [ENGL 4415](#) [0.0] Course ALDS 4415 Not Found

3. 1.0 credit from:		1.0
ALDS 3401/ENGL 3908 [0.5]	Research and Theory in Academic Writing	
ALDS 4403/ENGL 4909 [0.5]	Writing and Knowledge-Making in the Disciplines	
ALDS 4405/ENGL 4515 [0.5]	Teaching Writing in School and the Workplace	
Total Credits		5.0

New Resources

Summary	Delete Certificate in Professional Writing.
Rationale for change	Students have shown no interest in the Certificate or Post-Baccalaureate Diploma in Professional Writing. Deleting the Certificate and Diploma will enable us to concentrate on the courses that are required as part of the Minor. With more than 40 students enrolled in it, the PW Minor is healthy.
Transition/Implementation	Students will be informed during the recruitment process; websites will be updated by English and SLALS.

Program reviewer
comments

Key: 1557

A deleted record cannot be edited

Program Delete Proposal

Date Submitted: 05/18/23 3:43 pm

Viewing: **DIP-PRWPB : Post-Baccalaureate
Diploma in Professional Writing**

Last approved: 04/18/23 3:13 pm

Last edit: 05/18/23 3:43 pm

Last modified by: traceywright

[Changes proposed by: traceywright](#)

In Workflow

1. CalEditor
2. ENGL ChairDir UG
3. LALS ChairDir UG
4. AS Dean
5. AS FCC
6. AS FBoard
7. PRE SCCASP
8. SCCASP
9. SQAPC
10. Senate
11. PRE CalEditor
12. CalEditor

Approval Path

1. 06/19/23 4:02 pm
Natalie Phelan
(nataliephelan):
Approved for CalEditor
2. 06/19/23 4:06 pm
Judy Katz (judykatz):
Approved for ENGL
ChairDir UG
3. 08/30/23 10:21 am
Michael Rodgers
(michaelrodgers):
Approved for LALS
ChairDir UG
4. 09/13/23 9:06 am
Pascal Gin (pascalgin):
Approved for AS Dean
5. 10/24/23 10:24 am
Sarah Mohammed
(sarahmohammed):
Approved for AS FCC
6. 11/18/23 1:32 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

History

1. Jul 28, 2017 by Tracey Wright (traceywright)
2. Aug 29, 2017 by Sandra Bauer (sandrabauer)

- 3. Apr 13, 2018 by Mike Labreque (mikelabreque)
- 4. Apr 18, 2018 by Mike Labreque (mikelabreque)
- 5. Mar 22, 2019 by Judy Katz (judykatz)
- 6. Apr 19, 2022 by Natalie Phelan (nataliephelan)
- 7. Apr 18, 2023 by Natalie Phelan (nataliephelan)

Calendar Pages Using this Program [Applied Linguistics and Discourse Studies English](#)

Effective Date	2024-25
Workflow	majormod minormod
Program Code	DIP-PRWPB
Level	Undergraduate
Faculty	Faculty of Arts and Social Sciences
Academic Unit	School of Linguistics and Language Studies Department of English
Degree	
Title	Post-Baccalaureate Diploma in Professional Writing

Program Requirements

Post-Baccalaureate Diploma in Professional Writing (5.0 credits)

Students applying for admission must have an Honours undergraduate degree with a GPA of 8.00 or higher. The PBD is a one-year, 5.0 credit post-degree option.

Graduation

A candidate for the post-baccalaureate diploma must obtain a grade of C- or higher in all courses taken at Carleton University under the post-baccalaureate program.

Requirements:

- | | | |
|---|--|-----|
| 1. 1.0 credit in: | | 1.0 |
| ENGL 1008 [0.5] | English Grammar: Fundamentals | |
| ALDS 2202 [0.5] | Analysis of Written Language Use | |
| 2. 3.0 credits in: | | 3.0 |
| ALDS 3402/ENGL 3909 [0.5] | Research and Theory in Workplace Writing | |
| ALDS 3414/ENGL 3414 [0.5] | Introduction to Professional Writing and Editing | |
| ALDS 4404/ENGL 4004 [0.5] | Writing and Knowledge-Making in the Professions | |
| ENGL 4135 [0.5] | Studies in Publishing | |

ALDS 4414	ENGL 4414	[0.0]
ALDS 4415	ENGL 4415	[0.0]

Course ALDS 4414 Not Found
Course ALDS 4415 Not Found

3. 1.0 credit from:

1.0

[ALDS 3401/ENGL 3908](#) [0.5]

Research and Theory in Academic Writing

[ALDS 4403/ENGL 4909](#) [0.5]

Writing and Knowledge-Making in the Disciplines

[ALDS 4405/ENGL 4515](#) [0.5]

Teaching Writing in School and the Workplace

Total Credits

5.0

New Resources

Summary

Delete Post-Baccalaureate Diploma in Professional Writing.

Rationale for change

Students have shown no interest in the Certificate or Post-Baccalaureate Diploma in Professional Writing. Deleting the Certificate and Diploma will enable us to concentrate on the courses that are required as part of the Minor. With more than 40 students enrolled in it, the PW Minor is healthy.

Transition/Implementation

Students will be informed during the recruitment process; websites will be updated by English and SLALS.

Program reviewer comments

Key: 1604

Date Submitted: 09/01/23 11:16 am

Viewing: **PRW : Minor in Professional Writing**

Last approved: 02/17/23 3:47 pm

Last edit: 11/24/23 9:56 am

Last modified by: nataliephelan

[Changes proposed by: judykatz](#)

In Workflow

1. CalEditor
2. ENGL ChairDir UG
3. LALS ChairDir UG
4. AS Dean
5. AS FCC
6. AS FBoard
7. PRE SCCASP
8. SCCASP
9. SQAPC
10. Senate
11. PRE CalEditor
12. CalEditor

Approval Path

1. 09/05/23 8:51 am
Natalie Phelan
(nataliephelan):
Approved for CalEditor
2. 09/05/23 10:25 am
Judy Katz (judykatz):
Approved for ENGL
ChairDir UG
3. 09/05/23 10:29 am
Michael Rodgers
(michaelrodgers):
Approved for LALS
ChairDir UG
4. 10/04/23 4:38 pm
Pascal Gin (pascalgin):
Approved for AS Dean
5. 10/24/23 10:24 am
Sarah Mohammed
(sarahmohammed):
Approved for AS FCC
6. 11/18/23 1:31 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

History

1. Jan 4, 2018 by David Wood (davidwood)
2. Mar 22, 2019 by Judy Katz (judykatz)
3. Feb 21, 2020 by Judy Katz (judykatz)

- 4. Apr 28, 2021 by Judy Katz (judykatz)
- 5. Feb 17, 2023 by Natalie Phelan (nataliephelan)

Calendar Pages Using this Program [Applied Linguistics and Discourse Studies English](#)

Effective Date	2024-25
Workflow	majormod minormod
Program Code	PRW
Level	Undergraduate
Faculty	Faculty of Arts and Social Sciences
Academic Unit	School of Linguistics and Language Studies Department of English
Degree	Bachelor of Arts
Title	Minor in Professional Writing

Program Requirements

Minor in Professional Writing (4.0 credits) ~~Students may declare only one of the Professional Writing Certificate or the Professional Writing Minor.~~

Open to all undergraduate students.

Students are required to present a Minor CGPA of 4.00 or higher at graduation in order to be awarded a Minor in Professional Writing.

Requirements:

1. 1.0 credit in:		1.0
1. 2.0 credits in:		2.0
ENGL 4135 [0.5]	Studies in Publishing	
ENGL 1008 [0.5]	English Grammar: Fundamentals	
ENGL 1020 [0.5]	Effective Writing	
ALDS 2202 [0.5]	Analysis of Written Language Use	
2. 1.0 credit in:		1.0
ALDS 2204 [0.0]	Strategies for Successful Writers	
2. 1.5 credits in:		1.5
ALDS 3401/ENGL 3908 [0.5]	Research and Theory in Academic Writing	
ALDS 3402/ENGL 3909 [0.5]	Research and Theory in Workplace Writing	
ALDS 3414/ENGL 3414 [0.5]	Introduction to Professional Writing and Editing	
3. 0.5 credit from:		0.5
ALDS 4404/ENGL 4004 [0.5]	Writing and Knowledge-Making in the Professions	

~~ALDS 4414 / ENGL 4414 [0.0]~~~~Course ALDS 4414 Not Found~~~~ALDS 4415 / ENGL 4415 [0.0]~~~~Course ALDS 4415 Not Found~~ENGL 3420 [0.0]Professional Writing Practicum

4. The remaining requirements of the major discipline(s) and degree must be satisfied.

Total Credits

4.0

New Resources

No New Resources

Summary

1) Requirement #1

Change credit requirement from 1.0 credit to read 2.0 credits in:

Rationale: The deletion of ENGL 4135, ENGL 4414, and ENGL 4415 means that we can no longer require 2.0 credits in requirement 3 of the minor, so credits must be added to other requirements.

Add ENGL 1020: Effective Writing

Rationale: At present, there is no dedicated writing course in the Professional Writing Minor. Adding 1020 will rectify that situation.

Add ALDS 2204: Strategies for Successful Writers

Rationale: Adding ALDS 2204 creates the potential for an appealing course that would benefit Professional Writing students without being restricted to them.

2) Requirement #2

Change credit requirement from 1.0 credit to read 1.5 credits in:

Rationale: The deletion of ENGL 4135, ENGL 4414 and ENGL 4415 means that we can no longer require 2.0 credits in requirement 3 of the minor, so credits must be added to other requirements.

Add ENGL 3908 [0.5]: Research Theory in Academic Writing
(cross-listed with ALDS 3401)

Rationale: Adding ENGL 3908 / ALDS 3401 to the minor would add enrollments to a course that is currently successful. It would, moreover, give Professional Writing students a significantly better foundation for understanding the work that is currently done in ALDS 3402/ENGL 3909.

3) Requirement #3:

Change credit requirement from 2.0 credits to read 0.5 credit in:

Rationale: The deletion of ENGL 4135, ENGL 4414, and ENGL 4415 from the minor means that we can no longer requires 2.0 credits in requirement 3.

Add new course ENGL 3420 [0.5 credit]: Professional Writing Practicum

Rationale: The addition of a practicum is vital to the Professional Writing Minor. The CGPA requirement mimics the requirement for the English Department's Co-op program. Students will apply for entry to the Practicum during the Winter Term of the year before they hope to do it. ENGL 3420 will run during the Winter Term only.

Remove ENGL 4135: Studies in Publishing

Rationale: ENGL 4135 is a successful and popular course, but it is not a good fit for the Professional Writing Minor. Removing it from the requirements will free up spots for other students.

Remove ENGL 4414: Professional Writing I
(cross-listed with ALDS 4414)

Rationale: ENGL 4414 has been a low-enrollment class that has been difficult to staff. It also duplicates ENGL 4415 due to the lack of a prerequisite that would sequence them. Deleting the course fixes a problem that has been running for several years.

Remove ENGL 4415: Professional Writing II
(cross-listed with ALDS 4415)

Rationale: ENGL 4415 has been a low-enrollment class that has been difficult to staff. It also duplicates ENGL 4414 due to the lack of a prerequisite that would sequence them. Deleting the course fixes a problem that has been running for several years.

Rationale for change

This will strengthen the Professional Writing partnership between Applied Linguistics and Discourse Studies and English, and it will, by extension, strengthen the Professional Writing Minor itself.

Transition/Implementation

The changes that we are making to the Professional Writing Minor will affect relatively few students currently registered, since most of those students have not completed very many program requirements at this point. Since the courses they have completed will remain program requirements, we will simply transition those students into the new program. In cases where a student has completed almost all of the requirements in the existing program but cannot complete others because certain upper-level courses have been deleted, we will use DARS exceptions to allow them to complete the program with other courses.

Program reviewer
comments

nataliephelan (09/07/23 1:34 pm): Corrected credit totals for sub-requirements.
nataliephelan (10/11/23 1:28 pm): Changed syntax of item #3.

Key: 1558

New Course Proposal

Date Submitted: 08/31/23 11:18 am

Viewing: **ENGL 3420 : Professional Writing Practicum**

Last edit: 09/07/23 10:54 am

[Changes proposed by: judykatz](#)

Programs referencing this course [Minor in Professional Writing](#)

In Workflow

1. CalEditor
2. ENGL ChairDir UG
3. AS Dean
4. AS FCC
5. AS FBoard
6. PRE SCCASP
7. SCCASP
8. SQAPC
9. Senate
10. PRE CalEditor
11. Banner

Approval Path

1. 09/07/23 10:54 am
Natalie Phelan (nataliephelan):
Approved for CalEditor
2. 09/07/23 11:07 am
Judy Katz (judykatz):
Approved for ENGL ChairDir UG
3. 10/04/23 4:38 pm
Pascal Gin (pascalgin):
Approved for AS Dean
4. 10/24/23 10:18 am
Sarah Mohammed (sarahmohammed):
Approved for AS FCC
5. 11/18/23 1:30 pm
Pascal Gin (pascalgin):
Approved for AS FBoard

Effective Date	2024-25
Workflow	majormod
New Resources	No New Resources
Level	Undergraduate
Course Code	ENGL
Course Number	3420
Title	Professional Writing Practicum

Title (short)	Professional Writing Practicum
Faculty	Faculty of Arts and Social Sciences
Academic Unit	Department of English
Credit Value	0.50
Special/Selected Topics	Not Applicable
Significant Experiential Learning	Practica or Placements (including Clinical Placements)
Course Description	Experiential learning in Professional Writing via field placement. Students pursue personalized learning outcomes in a workplace practicum. The submission of an application is required.
Prerequisite(s)	Third year in Professional Writing with CGPA of 9.0 or higher in the Minor and permission of the department.
Class Format	
Precluded Courses	
Also listed as	
Piggybacked Courses	
Grade Mode	Satisfactory/Unsatisfactory
Schedule Type	*Practicum *May constitute a major modification under Carleton's IQAP. Please consult https://carleton.ca/viceprovost/major-minor-modifications/ for more details.
Unpaid Placement	No
Summary	Add new course ENGL 3420 [0.5 credit]: Professional Writing Practicum
Rationale for new course	The addition of a practicum is vital to the PW Minor. The CGPA requirement mimics the requirement for the English Department's Co-op program. Students will apply for entry to the Practicum during the Winter Term of the year before they hope to do it. ENGL 3420 will run during the Winter Term only.
Course reviewer comments	nataliephelan (09/07/23 10:54 am): Removed EL reference from description; calendar generates this automatically.

Key: 10757

[Preview Bridge](#)

Associated Minors

Course Code	Course Name	Action
ENGL 4414	Professional Writing I	Deleted
ALDS 4414	Professional Writing I	Deleted
ENGL 4415	Professional Writing II	Deleted
ALDS 4415	Professional Writing II	Deleted
ALDS 2204	Strategies for Successful Writers	Added

MEMORANDUM

To: Vice-President's Academic and Research Committee (VPARC)

From: David Carment, Director, School of Canadian Studies

CC: Anne Bowker, Dean, Faculty of Arts and Social Sciences
Paul Keen, Associate Dean (Faculty Affairs), Faculty of Arts and Social Sciences
Patrice Smith, Dean, Faculty of Graduate and Postdoctoral Affairs
Dan Siddiqi, Associate Dean (Programs), Faculty of Graduate and Postdoctoral Affairs

Date: September 15, 2023

Subject: Major Modification to Ph.D. Canadian Studies (Track A1)

Modification description

The modification is to close the Joint PhD Program in Canadian Studies between Carleton and Trent and to replace it with a stand-alone PhD in Canadian Studies.

There has been a lack of substantial collaboration between Carleton and Trent at the level of teaching, supervision, and administration for years. The key recommendation of the recent CPR was the termination of the joint nature of the PhD program. The reviewers encouraged each program to transition to an independent one but noted that the Carleton program "appears to be well supported and thriving" whereas the Trent program has a "lack of support for graduate teaching and supervision and a lack of graduate culture in the institution."

The Joint Ph.D. Program was organized jointly between the School of Indigenous and Canadian Studies at Carleton University and the Frost Centre for Canadian Studies and Indigenous Studies at Trent University. The PhD program required a combination of course work, comprehensive examinations, and a thesis. Students at Carleton could register in graduate courses offered outside of Canadian Studies at Carleton. The Graduate Supervisor at Carleton had to pre-approve all graduate courses offered outside CDNS at Carleton. (Source: Carleton Grad Handbook)

With the replacement of the joint PhD with a standalone PhD at Carleton, there are no changes to program structure, options, or mode of delivery. Historically, the core PhD course for the joint PhD was co-taught, meeting alternately and in-person as students moved physically between Carleton and Trent once a month. In the past 4-5 years, the co-taught element was decreased to one shared class or each term, more recently online, and in 2022-23 there was no overlap between the CDNS 6900 at the institutions at all. Our doctoral students have been uninterested in formal opportunities for interaction with the cohort at Trent. Differences in approach and culture in the two environments seem to account for this lack of identification. Supervisory committees for doctoral dissertations at Carleton only very infrequently have included faculty from Canadian Studies at Trent. In recent years, suitable faculty have been found from among School faculty, including affiliated ones with 0/100 cross-appointments, as well from other units at Carleton when appropriate.

Year by year PhD requirements for Canadian Studies at Carleton University:

Year	Term 1 (Fall)	Term 2 (Winter)	Term 3 (Summer)	Comments
1	Core course CDNS 6900 * + 0.5 credits CDNS 5XXX	Core course CDNS 6900 (cont.)* + 0.5 credits CDNS 5XXX	CDNS 6905 (0.5) Comprehensive Exam 1 (write and defend in October of Year 2)	Full-time students must complete at least 2.0 credits of graduate course work within 9 months of entering the program (21 months for part time students).
2	CDNS 6907 (0.5) Comprehensive Exam 2	CDNS 6907 (0.5) Comprehensive Exam 2: written portion is diss. proposal (defend in March of Year 2)	CDNS 6909 PhD Thesis (7.0) Begin research and writing of dissertation. Initiate ethics approval.	To remain in the program, full-time students must complete both comprehensive exams within 24 months of registration.
3	Carry out research for dissertation.			
4	Continue writing dissertation, conduct supplementary research, complete a full draft of dissertation.			Full working draft dissertation to be completed and submitted to dissertation supervisor by the end of 4th year
5	Revise working draft based on supervisor comments. Submit revised draft to dissertation committee. Revise dissertation draft based on dissertation committee comments. Resubmit to committee. Revise based on committee comments. Resubmit. Revise based on comments.			Submit and defend dissertation by end of year. Some students may be able to complete the tasks described in Year 5 within 4 years.

The requirements noted above for the PhD in Canadian Studies at Carleton University do not change with the stand-alone program. They remain: 1.0 in course credits, two comprehensive examinations, satisfaction of a language requirement, and a thesis.

Impact on Other Programs

There is no impact on other programs or academic units at Carleton. Our PhD has always been a PhD in Canadian Studies so the replacement of its joint nature with an independent program does not create intrusion into other programs or units here. Since there has been very limited drawing on Trent faculty for comp and supervisory committees (in recent years, none at all), the severing from Trent does not create a gap that would increase our reliance on the participation of Carleton faculty from other units. That participation should remain the same. Indigenous Studies faculty have recently moved from being part of our School to another unit; however, they remain affiliated with Canadian Studies at Carleton through 0/100 cross-appointments so PhD students will continue to be able to draw on their expertise, when all parties agree. The closure of the joint Canadian Studies PhD with Trent and its replacement with an independent Canadian Studies PhD at Carleton does not impact the future development of Indigenous Studies graduate programs. The graduate degrees offered by the School of Indigenous and Canadian Studies were only ever MAs and PhDs in Canadian Studies.

Impact on Learning Outcomes and Curriculum Map

There is no impact on LO's, which were defined autonomously by Carleton and Trent. The only curricular overlap was the core PhD course, CDNS 6900, discussed above. While theoretically Carleton doctoral students would have access to fewer faculty for supervisions and committees, the number of faculty in the Trent program is only at two and currently there are no such exchanges. The only 2 supervisions of Carleton PhD students by Trent faculty were in the first years of the program (2000s). No Carleton faculty are currently supervising Trent students.

Societal Need

There is no impact on societal need. An independent Canadian Studies PhD program at Carleton will continue to produce graduates with the same interdisciplinary expertise in Canadian Studies.

Students

The joint PhD in Canadian Studies has been the only PhD program in Canadian Studies in Canada that is not simply a specialization or concentration added to a degree in another discipline. We do not foresee a drop in enrolments attributable to the closure of the joint program with Trent, as the joint nature of the program was neutral in terms of its impact on recruitment. Over the years, Carleton graduates have obtained tenure-track academic positions, as well as positions in government and the museum/heritage sector. We foresee continuing demand from students for the Canadian Studies PhD program at Carleton. Our PhD students have not come to the program because of its joint nature with Trent; if anything, when cross-over between the institutions was attempted at the level of faculty involvement and co-teaching in earlier years, our students found this component of the program to be at best unnecessary to their development and success. They find opportunities to present their work to new audiences at

conferences and they have exposure to faculty beyond Canadian Studies here at Carleton inasmuch as they seek that out. Furthermore there are no joint funding relationships and little or no research relationships.

Resources

The modification is resource-neutral since it itself does not bring about the need for more faculty, contract instructors, administrative support, library resources, space, equipment, or graduate student funding at Carleton.

Governance

There is no impact on governance as the PhD programs have been governed separately. As governance is already defacto separated, there is no change required on the Carleton side. See Appendix for “Section C1: Governance” of the Cyclical Program Review Workbook, submitted June 2022.

APPENDIX:

“Section C: Governance” from the Cyclical Program Review Workbook (Vol. I), on the PhD in Canadian Studies, submitted June 2022

SECTION C: GOVERNANCE

The governance of the Schools that host the Joint PhD in Canadian Studies is managed independently at each institution.

SECTION C1: GOVERNANCE:

Carleton University The School of Indigenous and Canadian Studies is governed by the School Committee, a body comprising the Director of the School and the faculty appointed to the School of Indigenous and Canadian Studies. The School’s Executive Coordinating Committee comprises the four faculty members who hold administrative positions in the School and the two administrators (the School Administrator and the Program Administrator); faculty administrative positions are the Director of the School, the graduate supervisor (who is responsible for overseeing both the MA and PhD programs), the Canadian Studies undergraduate supervisor and the Indigenous Studies program coordinator. Faculty who are assigned to these administrative roles receive different degrees of course releases for their work and the Director also receives additional monetary compensation.

The School Committee discusses all matters pertaining to the School, including programming and policies. School meetings are held monthly during the Fall/Winter terms and occasionally in the Spring/Summer with an annual retreat every May. One graduate student representative, one undergraduate student representative and all contract instructors in Indigenous and Canadian Studies are invited to attend the meetings, which are also attended by the School’s two administrative professionals. The agenda for School meetings is determined by the Director in consultation with the Executive Committee.

New policies and programs are generally generated and/or developed at the committee level. Standing committees and ad hoc committees are struck each fall in order to fulfill duties related to the program, to explore areas of growth and to respond to identified needs.

In 2020-2021 academic year, the School had 6 standing committees and 3 ad hoc committees; additionally, individual faculty serve as representatives on FASS Faculty Board and serve as the liaison with the Library: 28

Standing Committees:

- **The Coordinating committee:** This comprises the Director, the three program supervisors and the School’s administrative professionals. Its main role is to coordinate administrative activities within the School.
- **Tenure and promotion committee:** This committee has the role of assessing application for tenure and promotion within the School; in 2020-21 it was determined that this committee would also review applications and renewals for honorary appointments (Adjunct Professors, Adjunct Research Professors)

- **Graduate committee:** This committee assesses applications for admission into our graduate programs and applications for graduate funding, reviews student proposals for MA theses and major research papers, and deals with graduate curricular issues.
- **Canadian Studies undergraduate committee:** This committee focuses on curriculum, programming and student recruitment for the undergraduate Canadian Studies programs. In 2020-21 this committee was supplemented by an ad hoc committee to review the Canadian Studies curriculum.
- **Indigenous Studies program committee¹:** This committee focuses on student recruitment as well as curricular and programmatic issues in the Indigenous Studies program. This committee has the additional role of overseeing Indigenization processes within the School and coordinating with Indigenization efforts taking place in other units.
- **Public outreach/recruitment/website committee:** This committee is charged with increasing our public outreach and student recruitment efforts and of renovating the School's physical space and website so that they better reflect our collective self-understanding.
- **Guest lectures and Research talks:** New in 2020-2021 as an official committee, this committee organized a series of research talks by graduate students and faculty and was also tasked with identifying and engaging keynote speakers for our standing "marquee" lectures.

Ad Hoc Committees:

- **INDG Hiring committees²:** These committees were tasked with creating the job descriptions, reviewing applications and drafting a shortlist, interviewing candidates and recommending new hires for two new Indigenous Studies positions in the School.
- **PhD Cyclical program review committee** (ad hoc): This committee is tasked with the work of this CPR.
- **Canadian Studies curriculum review committee:** This committee has been reviewing the course descriptions for undergraduate courses in Canadian Studies with the goal of updating descriptions to better reflect materials taught and an engagement with contemporary priorities in Canadian Studies and related fields.

SECTION C2: GOVERNANCE: Trent University

The Frost Centre and its graduate programs are housed in the School for the Study of Canada, and directed by a Trent faculty member seconded from a cognate department, who is assisted by one full-time administrative assistant and casually-hired student labour. There have been nine directors of the Frost Centre to date coming from the departments of History, Geography, Education, Canadian Studies, and Anthropology. The work of teaching, supervising and serving on graduate student committees in the Frost Centre is carried out by 39 faculty from 14 departments, including Business, Canadian Studies, Cultural Studies, Education, English, Environmental, Gender and Social Justice, History, Indigenous Studies, and Sociology. These individuals apply for formal affiliation with the Frost Centre and, if accepted, are appointed to Trent's Graduate Faculty and formally affiliated with the Frost Centre. There are also ten Adjunct professors and several Research Associates affiliated with the Frost

¹ The Indigenous Studies Program Committee, which deals with the undergraduate program in Indigenous Studies, has followed Indigenous Studies to its new location within the Institute for Interdisciplinary Studies. This change is unrelated to the separation of the Carleton and Trent PhDs in Canadian Studies.

² Indigenous Studies hiring committees are now ad hoc committees within the Institute for Interdisciplinary Studies.

Centre. Recent restructuring brought both graduate and undergraduate faculty and programming under the auspices of a larger school structure, although the Frost Centre for Canadian Studies and Indigenous Studies still retains its own program director who reports directly to the Dean of Graduate Studies.

The Frost Centre is governed by the Frost Centre Executive Committee which includes language from the School for the Study of Canada's governance document. The Director of the Frost Centre is a member of the Graduate Studies Committee, Faculty Board and, on a rotational basis, Senate. All Frost Centre committees and their structure have been approved by the Board and have the Director as an ex-officio member. The Frost Centre Appointments Committee reviews Trent faculty, Adjunct Faculty and Research Associate appointments to the Frost Centre prior to their submission to the School of Graduate Studies. The Curriculum Committee reviews proposals for new courses to be offered in the Frost Centre. The review of proposed syllabi is guided by a set of Course Principles that have been approved by the Board. There are two Admissions Committees, one for each graduate program, and a Trent-Carleton PhD Committee, which meets as needed to discuss issues that arise in the program.

The Frost Centre for Canadian Studies and Indigenous Studies' governance structure also includes student input. There are two student seats on the Executive Board (one representing the MA and one the PhD program), and on corresponding curriculum committees.

The Frost Centre is also served by a full-time Academic Administrative Assistant who assists in the work of the graduate program and its associated research functions. The Director of the Frost Centre is an ex-officio member of the School for the Study of Canada.

Date: August 25, 2023

To: Dr. David Carment, Director, School of Indigenous and Canadian Studies

From: Dr. David Hornsby, Vice-Provost and Associate Vice-President (Academic);

Cc: Dr. Pauline Rankin, Provost and Vice-President (Academic)
Dr. Dwight Deugo, Associate Vice-President (Quality Assurance), Office of the Vice-Provost and Associate Vice- President (Academic)
Dr. Anne Bowker, Interim Dean, Faculty of Arts and Social Sciences
Dr. Paul Keen, Associate Dean, Faculty Affairs, Faculty of Arts and Social Sciences
Dr. Patrice Smith, Dean, Faculty of Graduate and Postdoctoral Affairs
Dr. Dan Siddiqi, Associate Dean, Programs, Faculty of Graduate and Postdoctoral Affairs
Christina Noja, Manager, Office of the Vice-Provost and Associate Vice-President (Academic)
Dr. Robyn Green, Program Officer, Office of the Vice-Provost and Associate Vice- President (Academic)
Sharzie Khoshnazar, Program Assessment Specialist, Office of the Vice-Provost and Associate Vice- President (Academic)

RE: Quality Council review of the separation of the Joint Carleton-Trent PhD program

The Quality Council met on August 18, 2023 to review Carleton’s request to separate the Joint Carleton-Trent PhD program in Canadian Studies. I am pleased to inform you that this request has been approved.

The Quality Council has confirmed that this change can be made through our major modification process. In order for this to take effect the School will be required to complete a modification through the A1 major modification track, requiring both an executive summary and business plan.

The Executive Summary should clearly indicate that:

- Carleton is “separating” the PhD program from Trent
- The current joint PHD program is being “closed” and “replaced” with a standalone Carleton only program.

Once the Executive Summary has been received and reviewed by our office, we will forward it to the necessary committees for approval. Based on the recommendation of the External Reviewers “that the joint program that exists between Trent University and Carleton University be dissolved and severed as soon as practical, or immediately” this modification should be actioned as part of the current modification cycle. If needed, you should contact Robyn Green (robyn.green@carleton.ca) to obtain the current modification deadlines.

The School is also now required to complete the in-progress Cyclical Program Review of the PHD program. Given the decision of the Quality Council, the remainder of this process can be completed independent of Trent.

The School must complete the unit response and implementation plan, responding only to those External Reviewer recommendations relating to Carleton's PhD program. The unit response should be submitted to our office no later than October 13, 2023.

Should you have any questions regarding either of these processes please do not hesitate to contact me or Robyn Green.

Sincerely,



Professor David J Hornsby, BA (Hons), MA, PhD (Cantab)
Vice-Provost and Associate Vice-President (Academic)
Professor of International Affairs