Carleton University acknowledges and respects the Algonquin people, traditional custodian of the land on which the Carleton University campus is situated.

Carleton University Senate
Meeting of March 29, 2019 at 2:00 p.m.
Senate Room, Robertson Hall
AGENDA

Closed Session:

1. **Welcome & Approval of Agenda (closed)**

2. **Minutes:**
   a. February 15, 2019

3. **Posthumous Degrees/Recognition**

4. **Honorary Degree Candidate(s)**

5. **Other Confidential Business**

Open Session:

1. **Approval of Agenda (open)**

2. **Minutes:**
   a. February 15, 2019

3. **Matters Arising**

4. **Chair's Remarks**

5. **Question Period**

6. **Administration (Clerk)**
     a. Senate Membership – Student member ratifications for 2019/20
     b. Notification of Appointments made Contrary to Policy
     c. Schedule of Senate meetings for 2019/20 and 2020/21
     d. Update on Committee Review – Preliminary Report & Next Steps

7. **Reports:**
     a. SAPC (Tomberlin)
     b. SCCASP (H. Nemiroff)

8. **Carleton University Indigenous Strategic Initiatives Committee (CUISIC) Consultation**

9. **Reports for Information:**
     a. Academic Colleague
     b. Senate Executive Minutes – February 5, 2019

10. **Other Business**

11. **Adjournment**

Carleton University acknowledges and respects the Algonquin people, traditional custodian of the land on which the Carleton University campus is situated.

Carleton University Senate
Meeting of February 15, 2019 at 2:00 p.m.
Senate Room, Robertson Hall

<u>MINUTES – OPEN SESSION</u>

Present: F. Afaq, S. Ajila, B.A. Bacon (Chair), S. Blanchard, S. Boyle, A. Chandler, C. Cruickshank, J. Deaville, T. Di Leo Browne, D. Dragunoiu, L. Dyke, J. Erochko, P. Farrell, R. Goubran, E. Grant, N. Grasse, A. Harrison, W. Horn, W. Jones, C. Joslin, J. Kovalio, S. Kroff, B. Kuzmarov (Clerk), E. Kwan, C. Macdonald, N. Nanos, H. Nemiroff, M. Neufang, D. Nussbaum, M. Piché, A. Plourde, B. Popplewell, P. Rankin, M. Rooney, L. Schweitzer, E. Sloan, P. Smith, T. Tandon, J. Tomberlin, C. Trudel, P. Watzlawik-Li, J. Wolfart

Regrets: A. Bowker, J. Coghill, B. Creary, C. Dion, A. Dodge, M. Esponda, K. Evans, P. Gunupudi, B. Hallgrimsson, B. Hughes, S. Klausen, P. Lagasse, J. Liu, J. Paulson, A. Shotwell, D. Siddiqi, J. Smith, C. Viju

Absent: F. Afagh, A. Ahmad, J. Cheetham, H. Gupta, J. Hayes, F. Hosseinian, D. Howe, A. Maheshwari, R. McKay, D. Oladejo, S. Paul, J. Ramasubramanyam, W. Shi, S. Shires, J. Stoner, K. von Finckenstein

<u>Open Session</u>:

1. Welcome & Approval of Agenda (open)

It was **MOVED** (D. Dragunoiu, J. Wolfart) that Senate approve the open agenda for the meeting of Senate on February 15, 2019, as presented.
The motion **PASSED**.

2. Minutes: January 25, 2019

It was MOVED (E. Grant, J. Wolfart) that Senate approve the minutes of the

Senate meeting of January 25, 2019, as presented.

L. Dyke requested a small change in *Matters Arising*. She asked that the word "potentially" be added to the first sentence of Item 3(b), so that the sentence reads as follows:

> *A question was raised at the Senate meeting in October 2018 regarding the potentially heavy workload for faculty involved in co-teaching courses in this new program.*

The change was approved, and the minutes were approved with this change.

3. **Matters Arising**
   a. Second language requirement for PhD programs at Carleton – statistical analysis (M. Neufang)

   - At the Senate meeting on January 25, 2019, some Senators expressed concern with a program modification that eliminated a second language requirement from the PhD in Legal Studies. As a result of the ensuing discussion, Senators requested a follow-up discussion based on information on existing requirements for all PhD programs at Carleton.

   - An overview of the language requirements for the 35 PhD programs at Carleton was circulated to Senators prior to this Senate meeting. Dean Neufang presented an analysis of the data to Senators.

   - Dean Neufang noted that close to 70% of all PhDs at Carleton do not require a second (foreign) language. It is only required in seven PhD programs in two faculties (4 in FASS and 3 in FPA). Second (foreign) language proficiency is generally not required for PhDs in Business, Science or Engineering.

   - A Senator asked if comparable data for other Ontario universities is available, but noted that decisions on Carleton's requirements

should be based what is right for students in our programs, and not necessarily on what other universities are doing.

- There was no further discussion of the issue.

4. Chair's Remarks

The Chair presented the following campus news highlights of interest to Senators:

- Dr. Dana Brown has been appointed as the new Dean of Carleton's Sprott School of Business. Dr. Brown is currently Pro Vice-Chancellor (Enterprise) and Dean of Business at de Montfort University in the United Kingdom, and previously held the position of Director of the MBA program at Oxford University's Saïd Business School.

- Carleton's current Interim Provost, Jerry Tomberlin, has been appointed Provost of Carleton University. He was the unanimous choice of the Provost Search Committee. The Chair congratulated Jerry Tomberlin on his appointment.

- Carleton University and the Carleton University Academic Staff Association (CUASA) have signed a renewed collective agreement. The four-year agreement covers the period from May 1, 2017 to April 30, 2021. The Chair congratulated both negotiating teams for their hard work throughout this process.

- A renewed collective agreement between Carleton University and PSAC 77000, which represents postdoctoral fellows, was announced on February 1 by Provost Jerry Tomberlin and President of PSAC Donald Fowler. The Chair congratulated both negotiating teams for their hard work throughout this process.

- Professor Sarah Todd, from the School of Social Work, was awarded an esteemed 3M National Teaching Fellowship, for her exceptional contributions to teaching and learning. This award is the most prestigious recognition of excellence in post-secondary teaching in

Canada, and demonstrates Carleton's support for creativity in teaching and learning.

- The Provost and VP Research also recently announced the 2019 Achievement Awards in Teaching and Research. Thirty members of the Carleton community were honoured. A full list of awards with the profiles and accomplishments of the winners are available online: https://carleton.ca/provost/2019/award-winners-announced/

- On the Monday following the last Senate meeting, a false alarm about an active shooter created considerable stress on campus. The Chair provided a written commentary on this event in his blog (P15) on Monday February 11. The Chair notes that he has requested a full action plan from several departments on campus to ensure that Carleton is adequately prepared in the event of a real emergency.

- More information has been received regarding the provincial government's plans for a 10% tuition rollback, reductions to the OSAP program and changes to student fees. Carleton is committed to working together with student leaders to adapt to these changes. More discussion of this issue is scheduled for today's Question Period.

- On Monday, Carleton announced that the Collaborate Campaign reached its goal of raising $300M. This is a tremendous accomplishment. The public phase of the campaign was launched in 2015, and continued to gain momentum under the *Here for Good* ethos. The Chair acknowledged and thanked former Presidents Roseann O'Reilly Runte and Alastair Summerlee for their crucial role in this shared success, and he acknowledged the exceptional leadership of Jennifer Conley and her team in the Department of University Advancement. The campaign will continue until the end of the fiscal year. Celebratory events will be held in March and April.

- The Chair concluded by wishing everyone a happy Family Day and a great Winter Reading Week.

- There were no questions.

5. **Question Period**

   a. CASG Questions regarding changes to student fees.

   Given the proposed changes to tuition and ancillary fees from the provincial government, the student body is concerned about the affect this will have on academics, services, and the overall campus community. The Carleton Academic Student Government has consulted with students to form a short list of questions to pose to Carleton's administration and the university Senate. They are as follows:

   1. *How are "essential services" being interpreted by the university? Does the university anticipate it will be allowed to determine what "essential services" are, or will it be determined by the province? Will the essential role played by groups such as CASG be recognized by the university in its implementation of the Students Choice Initiative?*
   2. *Marginalized communities receive a lot of support from the Service Centres put at risk of losing funding through student opt-out. How can the university support these Service Centres in continuing to deliver their services?*
   3. *Does the university anticipate that the U-Pass will be put at risk with the opt-outs? Especially considering that some students already choose to go through the extensive process of opting out.*
   4. *How can the university increase its support of career development and employability skills?*
   5. *Would Academic Advisors/supports on campus be put at risk due to changes in budget or funding allocation?*
   6. *What is the Omnibus ancillary fees? What does it pay for?*

The University Registrar, Suzanne Blanchard, responded to these questions:

1. Carleton has had one technical briefing by telephone with the provincial government; a more detailed framework has yet to be received. However, it appears that the provincial government will identify which fees are mandatory, and will provide a list of those fees. Students will be able to opt out of all others.
2. It is too early to comment on plans, but this issue is being addressed through ongoing discussions with student groups.
3. The ministry has confirmed that the UPASS, and Health & Dental Plan fees will be mandatory.
4. Carleton's focus is to commit to student success and to minimize any negative impact on our academic mission.
5. (answered together with #4)

6. The omnibus ancillary fees cover fees for graduation, transcripts and other administrative fees that, in other institutions, students pay for individually.

The Registrar added that discussions are continuing, and information will be shared with the Carleton community as it becomes available.

6. Administration (Clerk)

a. Student Senators Membership Ratification
A by-election was held recently to fill Student Senator vacancies for the remainder of the 2018/19 academic year.

It was **MOVED** (B. Kuzmarov, N. Nanos) that Senate ratify the new Senate appointments, as presented.
The motion **PASSED**.

The Clerk extended a welcome to the following four new Student Senators:

- Millie Close (Science)
- Bashar Hnidi (FASS)
- Brendan O'Malley (FED)
- Taylor Arnt (FPA)

b. Senate and Committee members – Call for student nominations for 2019/2020

The Clerk noted that the Senate Office will be holding elections next month (March) for student positions on Senate for the 2019/20 academic year. Previously, student elections have been held in September and October, which resulted in a late start for students to Senate. As first year students are not eligible to serve on Senate, there are no obstacles to holding these elections in the spring for service beginning in the fall.

A Call for Expressions of Interest will be circulated in early March and elections will take place prior to the next Senate meeting.

The Clerk confirmed that moving forward, this new schedule will be adopted for Contract Instructor elections to Senate as well.

6. Administration

    c. Update on Senate Committee Review

The Clerk commented on the ongoing Senate Committee Review:

- Stage 1 of the review, the Benchmarking Study, was completed in January and was shared with Senators at the Senate meeting on January 25, 2019.
- Stage 2, a review of Carleton's current committee structure and function, is now complete.
- For this stage, the Clerk contacted committee Chairs for feedback on Terms of Reference and membership.
- 10 of the 14 committee Chairs have responded. Through their answers, a distinction has emerged between committees performing core work of Senate (approvals, management, recommendations) and those with less clearly defined oversight functions. This distinction is reinforced through the data gathered in our reporting on the meeting frequency, reporting procedure, and terms of reference of the committees. The framework also maps broadly onto a pattern evident in the Benchmarking Study, and will inform the report and recommendations moving forward in the coming weeks from the Senate Office.
- The next stage of the Review will be the preparation of a report for Senate that summarizes our findings so far. This will be shared at the next Senate meeting in March.

7. Reports
    a. Senate Academic Program Committee (J. Tomberlin)
        i. Major Modifications

The Provost presented eight major modifications to Senate.

1. It was **MOVED** that Senate approve the introduction of the Concentration in Urban Geography to the Bachelor of Arts (Hons) in Geography program as presented with effect from Fall 2019.

2. It was **MOVED** that Senate approve the major modification to the PhD in Information Technology program as presented with effect from Fall 2019.

3. It was **MOVED** that Senate approve the major modification to the Master of Information Technology program as presented with effect from Fall 2019.

4. It was **MOVED** that Senate approve the major modification to the Master of Arts in International Affairs program as presented with effect from Fall 2019.

5. It was **MOVED** that Senate approve the introduction of the minor in Human Resources and Management for BA Honours Psychology as presented with effect from Fall 2019.

6. It was **MOVED** that Senate approve the major modification to GINS 3930 and GINS 3931 as presented with effect from Fall 2019.

7. It was **MOVED** that Senate approve the major modification to the Master of Architecture program as presented with effect from Fall 2019.

8. It was **MOVED** that Senate approve the major modification to the Bachelor of Arts (Hons and Gen) in Childhood and Youth Studies program as presented with effect from Fall 2019.

OMNIBUS MOTION:

It was **MOVED** (J. Tomberlin, L. Dyke) that Senate approve the major modifications as presented with effect from Fall 2019.

Discussion:
A Senator asked about the credits listed for the BA (Hons) Geography Concentration in Urban Geography. The Chair requested that the committee double check all credit numbers for accuracy and clarity. Another Senator asked why there had been some concern expressed by a unit that supported this modification with reservations. The Vice-Provost replied that there was a concern regarding the potential increase in numbers of students for this program, but this had been addressed by the Department of Geography.

The motion **PASSED**.

7. Reports: a) SAPC (cont'd)

ii. <u>Undergraduate Dual Degree Policy</u> – common in Europe, and modelled on the current graduate dual degree policy at Carleton, this policy creates unique opportunities for undergraduate students.

It was **MOVED** (J. Tomberlin, L. Schweitzer) that Senate approve the Undergraduate Dual Degree Policy, as presented.

Discussion:
In response to questions, the Provost clarified that the policy is a framework that allows for dual degrees where they make sense but they are not required. A model articulation agreement is attached to the policy. The unit establishing the dual degree program negotiates the agreements and course equivalencies are established as part of the agreement. This allows for a case-by-case approach to these programs. The Dean of Graduate and Postdoctoral Affairs added that the policy is flexible enough to allow for these differences, but the choice of partner institute is critical. Both universities need to be committed.
The motion **PASSED**.

7-Reports

    b. Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP)

    Howard Nemiroff presented six proposed academic regulation changes to Senate.

Regulation changes to Admission requirements for Special Studies:

It was **MOVED** (H. Nemiroff, S. Blanchard) that Senate approve the changes to Special Studies Admission requirements for the 2019/20 Calendar, as presented.
The motion **PASSED**.

Regulation changes to Admission requirements for Bachelor of Journalism, with a concentration in Health Sciences

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve the changes to the Bachelor of Journalism admission requirements for the 2019/20 Calendar, as presented.
The motion **PASSED**.

Regulation changes to Admission requirements for advanced standing in BA Criminology and Criminal Justice (Algonquin Police Foundation Program)

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve the changes to the Bachelor of Arts Criminology and Criminal Justice admission requirements for the 2019/20 Calendar, as presented.
The motion **PASSED**.

Regulation changes to Admission requirements for Criminology, Law, Psychology, Sociology

It was **MOVED** (H. Nemiroff, E. Sloan) that Senate approve the changes to admission requirements for articulation agreements for Criminology, Law, Psychology, Sociology for the 2019/20 Calendar, as presented.
The motion **PASSED**.

Regulation changes to Admission requirements for BA Child Studies, Criminology

It was **MOVED** (H. Nemiroff, A. Plourde) that Senate approve the changes to admission requirements for Bachelor of Arts Child Studies and Criminology for the 2019/20 Calendar, as presented.
The motion **PASSED**.

Revisions to Regulation 5.2 Transfer of Credit subsequent to admissions – Addition of Dual Degree requirements

It was **MOVED** (H. Nemiroff, L. Dyke) that Senate approve the changes to Reg 5.2 – Transfer Credits for the 2019/20 Calendar, as presented.
The motion **PASSED**.

There was no discussion.

8. **Reports for Information**

    a. **Senate Executive Committee Minutes (January 15, 2019)**
       There was no discussion.

9. **Other Business**

    There was none.

10. **Adjournment**

    It was **MOVED** (L. Schweitzer, C. Macdonald) that the Senate meeting adjourn.
    The motion **PASSED**.

    The meeting adjourned at 2:54 pm.

Senate Meeting Schedule 2019 – 20

All meetings are from 2:00 pm to 4:00 pm in Room 608, Robertson Hall

- Friday September 20, 2019

- Friday October 18, 2019 – Convocation Meeting

- Friday November 29, 2018

- Friday December 13, 2019

- Friday January 31, 2020

- Friday February 28, 2020 – Convocation Meeting

- Friday March 27, 2020

- Friday April 24, 2020

- Friday May 29, 2020 – Convocation Meeting

- Friday June 19, 2020

Senate Meeting Schedule 2020-21

All meetings are from 2:00 pm to 4:00 pm in Room 608, Robertson Hall

- Friday September 25, 2020

- Friday October 30, 2020 – Convocation Meeting

- Friday November 27, 2020

- Friday December 11, 2020

- Friday January 29, 2021

- Friday February 26, 2021 – Convocation Meeting

- Friday March 26, 2021

- Friday April 30, 2021

- Friday May 28, 2021 – Convocation Meeting

- Friday June 18, 2021

Senate Committee Review Report

Prepared by:
Betina Appel Kuzmarov, Clerk of Senate
Kathy McKinley, Assistant University Secretary
March 15, 2019

Introduction:

Senate is the university's most senior academic body. As such, it makes decisions of significant importance to students and faculty, including awarding of degrees and scholarships, approving new programs and revised curricula, and establishing academic regulations. This core work, defined by the University Act, is central to the administration and functioning of the university.

In the day-to-day operations of Senate, this core work is delegated to standing committees. Not only are these committees necessary for dividing the work of Senate, but they allow for deeper investigation into specific areas and issues. However, in recent years it has become increasingly challenging to staff committees adequately through Senate and the ties between committees and Senate have become weaker.

In order to fulfill its mandate, it is important to ensure that Senate's committee structure clearly reflects its core goals and that Senate committees are staffed appropriately. This is necessary in order to support strong academic governance and to ensure that Senate work is accomplished in a timely and efficient manner. Vibrant academic governance requires a periodic review of Senate's committees and mandate. While the structure of committees was updated in 2008 and 2011, these changes were not part of a comprehensive review of Senate committees. It is the purpose of this report to undertake such a review.

Process:

Under the direction of the Clerk of Senate, the Senate Office began a review of Senate committees in December 2018. The first stage of this review was a benchmarking study of Ontario University Senates to understand the broad landscape of Senate committee structure at similar institutions. This was completed in January 2019 and reported to Senate at the meeting on January 25, 2019. The second stage included a review of the current state of Carleton Senate committees. The Clerk of Senate surveyed by email all committee Chairs to obtain feedback on the current structure and function of their committees and to provide some institutional memory for each committee. The third stage involved an archival review of Senate committees. This report represents the fourth stage, which is an analysis of the research.

Current Committee Structure:

Currently, Carleton's Senate has fourteen Standing Committees. These committees can be grouped broadly into three categories:

1. Committees with approval and recommendation functions:
    a. Senate Academic Program Committee
    b. Senate Committee on Curriculum, Admission, and Studies Policy
    c. Senate Committee on Student Awards
    d. Senate Committee on Medals & Prizes
    e. Senate Honorary Degrees Committee
    f. Senate Academic Governance Committee
    g. Senate Executive Committee

2. Committees with independent mandates governed by policies of Senate:
    a. Senate Undergraduate Studies Committee
    b. Senate Academic Integrity Appeals Committee
    c. Senate Graduate Student Appeals Committee
    d. Senate Academic Accommodations Appeals Committee
    e. Senate Educational Equity Committee

3. Committees with oversight function:
    a. Senate Review Committee
    b. Senate Library Committee

Through the survey of committee Chairs, it became clear that committees with approval and recommendation functions meet regularly or as needed according to their mandate. They also generally map onto the core business of Senate and report back regularly to Senate. The committees with independent mandates governed by policies of Senate are mostly appeals committees, some of which meet regularly and others which rarely or never meet, based on work that comes forward. The third category, committees with oversight function, often have difficulty scheduling meetings, finding staff or defining their role and creating work plans. This indicates that the oversight role is less clearly tied to the core business of Senate.

Core Senate committees have deep roots in the history of the university, with some originating as early as the 1950s. This indicates that current committees that have been maintained continue to perform key functions of Senate's mandate. Archival research of Senate committees reinforced these patterns, demonstrating that committees tied to core business of Senate generally revised their terms of reference and membership regularly. Committees with independent mandates governed by policy reviewed their terms of reference according to dictates of the individual policy. It is more difficult to generalize about the committees with oversight function.

In terms of membership, committee Chairs are generally required to sit on Senate, but membership criteria varies widely from one committee to the next.

Benchmarking Study:

The Senate Office undertook a benchmarking study of 18 Ontario universities in December 2018, to review their Senate committee structures. Information was obtained from the university websites. This review found that the number of Senate committees at Ontario universities ranges between 4 and 15, with an average of nine committees. There is no correlation between the size of the university and the number and structure of Senate committees, or between the size of the Senate and the number of committees. Additionally, some universities' structures included sub-committees.

Some Common Senate Committees in Ontario universities:

- Senate Executive Committee

- Academic Planning and Policy

- Academic Standards and Procedures

- Scholarship & Awards

- Joint Appeals

- Research / Research Ethics

- Governance / Bylaws

- Honorary Degrees

- Animal Care

- Teaching and Learning

Some less common committees:

- Ceremonials /Convocation

- Tenure and Promotion/ Tenure & Promotion Appeals

- Student Affairs

- Technology & Infrastructure

- Educational Equity

- Orientation Activities

- Residence

- Library

- Indigenous Education

- Finance / Budget

- Long-Range Planning

To put the current state of Senate committees in context, Carleton is an outlier in terms of the number of its committees; in fact, we have the most Senate committees of any university surveyed. Additionally, it was rare for university senate committees to be staffed fully by non-Senators, other than the Chair. Further, the review indicated that many of the committees with approval and recommendation functions, that were noted above, existed in one form or another in all universities. This would include; academic program review, quality assurance, curriculum changes, honorary degrees and student awards. Most universities surveyed had only one appeals committee, and many universities had a committee tasked with planning and establishing priorities for Senate.

Analysis:

Taken as a whole, this committee review presents the following key observations:

1. Senate is due for a comprehensive review of its committee structure;
2. The current committee structure does not always reflect the core business of Senate and/or current practices across the sector;
3. The difficulties in staffing Senate committees is directly related to both the number of committees and the separation between the core business of Senate and the committee structure;
4. Any comprehensive review of the committee structure should take these points into account.

DATE: March 29, 2019

TO: Senate

FROM: Dr. Jerry Tomberlin, Provost and Vice-President (Academic), Chair, Senate Academic Program
        Committee

RE: 2018-19 Calendar Curriculum Proposals
        Undergraduate Major Modifications

Background
Following Faculty Board approval and, as part of academic quality assurance, major curriculum modifications are considered by the Carleton University Committee on Quality Assurance (CUCQA), the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP) and the Senate Academic Program Committee (SAPC) before being recommended to Senate.

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 major modifications 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 2 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 with effect from Fall 2018.

Major Modifications
1. **BA Open Studies**
   CUCQA approval: March 13, 2019
   SCCASP approval: March 19, 2019

SAPC Motion March 21, 2019
THAT SAPC recommends to Senate the approval of the major modification to the BA in Open Studies as presented with effect from Fall 2018.

Senate Motion March 29, 2019

THAT Senate approve the major modification to the BA in Open Studies program as presented with effect from Fall 2018.

2. **BSc Open Studies**

CUCQA approval: March 13, 2019
SCCASP approval: March 19, 2019

SAPC Motion March 21, 2019
THAT SAPC recommends to Senate the approval of the major modification to the BSc in Open Studies as presented with effect from Fall 2018.

Senate Motion March 29, 2019

THAT Senate approve the major modification to the BSc in Open Studies program as presented with effect from Fall 2018.

DATE: March 29, 2019

TO: Senate

FROM: Dr. Jerry Tomberlin, Provost and Vice-President (Academic), Chair, Senate Academic Program Committee

RE: 2019-20 Calendar Curriculum Proposals
        Graduate & Undergraduate Major Modifications

Background
Following Faculty Board approval and, as part of academic quality assurance, major curriculum modifications are considered by the Carleton University Committee on Quality Assurance (CUCQA), the Senate Committee on Curriculum, Admissions and Studies Policy (SCCASP) and the Senate Academic Program Committee (SAPC) before being recommended to Senate.

Library Reports (as required)
In electronic communications dated November 29th, 2018 members of the Library staff, upon review of the proposals, confirmed no additional resources were required for the 2019-20 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 major modifications 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 4 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 with effect from Fall 2019.

Major Modifications
1. **Ph.D. International Affairs**
   CUCQA approval: February 27, 2019
   SCCASP approval: March 5, 2019

SAPC Motion March 7, 2019
THAT SAPC recommends to Senate the approval of the major modification to the PhD in International Affairs program as presented with effect from Fall 2019.

Senate Motion March 29, 2019

THAT Senate approve the major modification to the PhD in International Affairs program as presented with effect from Fall 2019.

2. **Minor in Heritage Conservation**
   CUCQA approval: February 27, 2019
   SCCASP approval: March 5, 2019

SAPC Motion March 7, 2019
THAT SAPC recommends to Senate the approval of the introduction of the Minor in Heritage Conservation as presented with effect from Fall 2019.

Senate Motion March 29, 2019

THAT Senate approve the introduction of the Minor in Heritage Conservation as presented with effect from Fall 2019.

3. **Bachelor of Engineering, Architectural Conservation and Sustainability Engineering**
   CUCQA approval: February 27, 2019
   SCCASP approval: March 5, 2019

SAPC Motion March 7, 2019
THAT SAPC recommends to Senate the approval of the major modification to the Bachelor of Engineering, Architectural Conservation and Sustainability Engineering program as presented with effect from Fall 2019.

Senate Motion March 29, 2019

THAT Senate approve the major modification to the Bachelor of Engineering, Architectural Conservation and Sustainability Engineering program as presented with effect from Fall 2019.

4. **ALDS 4307: Practicum in Teaching English as Foreign Language**
   CUCQA approval: February 27, 2019
   SCCASP approval: March 5, 2019

SAPC Motion March 7, 2019
THAT SAPC recommends to Senate the approval of the introduction of ALDS 4307 as presented with effect from Fall 2019.

Senate Motion March 29, 2019

THAT Senate approve the introduction of ALDS 4307 as presented with effect from Fall 2019.

DATE: March 29, 2019

TO: Senate

FROM: Dr. Jerry Tomberlin, Provost and Vice-President (Academic), and Chair, Senate Academic
               Program Committee

RE: Final Assessment Report and Executive Summary: Graduate Programs in Communication
               Studies

The purpose of this memorandum is to request that Senate approve the Final Assessment Report
and Executive Summary arising from the cyclical review of the graduate programs in
Communication Studies.

The request to Senate is based on a recommendation from the Senate Academic Program Committee
(SAPC), which passed the following motion at its meeting of March 7, 2019:

THAT SAPC recommends to SENATE the approval of the Final Assessment Report and Executive
Summary arising from the cyclical program review of the graduate programs in Communication Studies.

The Final Assessment Report and Executive Summary is provided pursuant to articles 4.2.5-4.2.6 of
the provincial Quality Assurance Framework and article 7.2.23 of Carleton's Institutional Quality
Assurance Process (IQAP). Article 7.2.23.3 of Carleton's IQAP (passed by Senate on June 26th, 2015
and ratified by the Ontario Universities Council on Quality Assurance on September 25th, 2015)
stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SAPC
and Senate is to ensure that due process has been followed and that the conclusions and
recommendations contained in the Final Assessment Report and Executive Summary are reasonable in
terms of the documentation on which they are based.'

In making their recommendation to Senate and fulfilling their responsibilities under the IQAP, members
of SAPC were provided with all the appendices listed on page 2 of the Final Assessment Report and
Executive Summary. These appendices constitute the basis for reviewing the process that was
followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can,
however, be made available to Senators should they so wish.

Major modifications described in the Action Plan, contained within the Final Assessment Report,
are subject to approval by the Carleton University Committee on Quality Assurance, the Senate
Committee on Curriculum, Admission, and Studies Policy, the Senate Academic Program
Committee (SAPC) and Senate as outlined in articles 7.5.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Report, Executive Summary and Action Plan will be
forwarded to the Ontario Universities' Council on Quality Assurance and to Carleton's Board of
Governors for information. The Executive Summary and Action Plan will be posted

on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President (Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Senate Motion March 29, 2019

THAT Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical Review of the graduate programs in Communication Studies.

Office of the Provost and
Vice-President (Academic)

memorandum

Canada's Capital University

DATE: March 29, 2019

TO: Senate

FROM: Dr. Jerry Tomberlin, Provost and Vice-President (Academic), and Chair, Senate Academic
               Program Committee

RE: Final Assessment Report and Executive Summary: Undergraduate Programs in
               Mathematics & Statistics

The purpose of this memorandum is to request that Senate approve the Final Assessment Report
and Executive Summary arising from the cyclical review of the undergraduate programs in
Mathematics & Statistics.

The request to Senate is based on a recommendation from the Senate Academic Program Committee
(SAPC), which passed the following motion at its meeting of March 7, 2019:

THAT SAPC recommends to SENATE the approval of the Final Assessment Report and Executive
Summary arising from the cyclical program review of the undergraduate programs in Mathematics and
Statistics.

The Final Assessment Report and Executive Summary is provided pursuant to articles 4.2.5-4.2.6 of
the provincial Quality Assurance Framework and article 7.2.23 of Carleton's Institutional Quality
Assurance Process (IQAP). Article 7.2.23.3 of Carleton's IQAP (passed by Senate on June 26th, 2015
and ratified by the Ontario Universities Council on Quality Assurance on September 25th, 2015)
stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SAPC
and Senate is to ensure that due process has been followed and that the conclusions and
recommendations contained in the Final Assessment Report and Executive Summary are reasonable in
terms of the documentation on which they are based.'

In making their recommendation to Senate and fulfilling their responsibilities under the IQAP, members
of SAPC were provided with all the appendices listed on page 2 of the Final Assessment Report and
Executive Summary. These appendices constitute the basis for reviewing the process that was
followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can,
however, be made available to Senators should they so wish.

Major modifications described in the Action Plan, contained within the Final Assessment Report,
are subject to approval by the Carleton University Committee on Quality Assurance, the Senate
Committee on Curriculum, Admission, and Studies Policy, the Senate Academic Program
Committee (SAPC) and Senate as outlined in articles 7.5.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Report, Executive Summary and Action Plan will be
forwarded to the Ontario Universities' Council on Quality Assurance and to Carleton's Board of

Governors for information. The Executive Summary and Action Plan will be posted
on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President
(Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Senate Motion March 29, 2019

THAT Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical
Review of the undergraduate programs in Mathematics and Statistics.

DATE: March 29, 2019

TO: Senate

FROM: Dr. Jerry Tomberlin, Provost and Vice-President (Academic), and Chair, Senate Academic
                Program Committee

RE: Final Assessment Report and Executive Summary: Undergraduate & Graduate Programs
                in Political Science

The purpose of this memorandum is to request that Senate approve the Final Assessment Report
and Executive Summary arising from the cyclical review of the undergraduate and graduate
programs in Political Science.

The request to Senate is based on a recommendation from the Senate Academic Program Committee
(SAPC), which passed the following motion at its meeting of March 7, 2019:

THAT SAPC recommends to SENATE the approval of the Final Assessment Report and Executive
Summary arising from the cyclical program review of the undergraduate and graduate programs in
Political Science.

The Final Assessment Report and Executive Summary is provided pursuant to articles 4.2.5-4.2.6 of
the provincial Quality Assurance Framework and article 7.2.23 of Carleton's Institutional Quality
Assurance Process (IQAP). Article 7.2.23.3 of Carleton's IQAP (passed by Senate on June 26th, 2015
and ratified by the Ontario Universities Council on Quality Assurance on September 25th, 2015)
stipulates that, in approving Final Assessment Reports and Executive Summaries 'the role of SAPC
and Senate is to ensure that due process has been followed and that the conclusions and
recommendations contained in the Final Assessment Report and Executive Summary are reasonable in
terms of the documentation on which they are based.'

In making their recommendation to Senate and fulfilling their responsibilities under the IQAP, members
of SAPC were provided with all the appendices listed on page 2 of the Final Assessment Report and
Executive Summary. These appendices constitute the basis for reviewing the process that was
followed and assessing the appropriateness of the outcomes.

These appendices are not therefore included with the documentation for Senate. They can,
however, be made available to Senators should they so wish.

Major modifications described in the Action Plan, contained within the Final Assessment Report,
are subject to approval by the Carleton University Committee on Quality Assurance, the Senate
Committee on Curriculum, Admission, and Studies Policy, the Senate Academic Program
Committee (SAPC) and Senate as outlined in articles 7.5.1 and 5.1 of Carleton's IQAP.

Once approved by Senate, the Final Assessment Report, Executive Summary and Action Plan will be
forwarded to the Ontario Universities' Council on Quality Assurance and to Carleton's Board of

Governors for information. The Executive Summary and Action Plan will be posted
on the website of Carleton University's Office of the Vice-Provost and Associate Vice-President
(Academic), as required by the provincial Quality Assurance Framework and Carleton's IQAP.

Senate Motion March 29, 2019

THAT Senate approve the Final Assessment Report and Executive Summary arising from the Cyclical
Review of the undergraduate and graduate programs in Political Science.

MEMORANDUM
From the Senate Committee on
Curriculum, Admission and Studies Policy

To: Senate
From: Howard Nemiroff, Chair of SCCASP
Date: March 29, 2019
Subject: **2019-20 Academic Regulations Changes**

For Senate approval:

1. Revisions to Regulation 22- Internal Application for Admission deadline – date change from March 1 to April 1 Grad calendar

> **Motion: That Senate approve the changes to regulation 22 Application for Admission Deadline for the 2019/20 Grad calendar as presented**

- *Attachment(s): TBD-1770-R-GR Reg 22*

2. Regulation changes to BGInS Stream in Global Development

> **Motion: That Senate approve regulation changes to the BGInS stream in Global Development for the 2019/20 Undergrad Calendar as presented**

- *Attachment(s): BGISG-37B BGInS*

3. Regulation changes to BGInS Specialization in Global Development

> **Motion: That Senate approve regulation changes to the BGInS specialization in Global Development for the 2019/20 Undergrad Calendar as presented**

- *Attachment(s): BGISH-36B BGInS*

4. Regulation changes to BSc Earth Sciences and Geography Conc. in Terrain Science

> **Motion: That Senate approve regulation changes to the BSc. Earth Science and Geography Concentration in Terrain Science for the 2019/20 Undergrad calendar as presented**

- *Attachment(s): HBS-7W Earth Science Geography*

5. Regulation changes to Reg 5.3.2 – Advanced Credits

> **Motion: That Senate approve the changes to Reg 5.3.2 for the 2019/20 Undergrad Calendar as presented**

- *Attachment(s): R-UG-5.3.2*

6. Addition of Co-op requirements to Geography B.A. & B.Sc. concentration in Urban Geography

> **Motion: That Senate approved the changes to Coop requirements for BA/BSc Geography for the 2019/20 Undergrad calendar as presented**

- *Attachment(s): TBD-1576 R-UG-COOP BA-BSc*

7. Regulation changes to R-UG-B.Eng. Year Status for Engineering – adding minimum grade requirements for entry into 2nd year Engineering courses

> **Motion: That Senate approve the changes to R-UG-B-Eng for the 2019/20 calendar as presented**

- *Attachment(s): R-UG-BENG year Status*

8. Senate Policy on Accommodation for Student Activities

> **Motion: That Senate approve the revisions to the Senate Policy on Accommodations for Student Activities as presented**

- *Attachment(s): Senate Policy on Accommodation for Student Activities*

For Information

1. Internal Application for Admission deadline – Inclusion of admission deadline date
   Attachment(s): *AY Summer R-UG-Academic Year Summer 2019*

2. Academic Year Schedule 2018/19 calendar – Addition of April 10th as last day of class

3. Deletion of BA combined Journalism from the Calendar
   Attachment(s): TBD-1284: Journalism combined Honours statement

4. BIB and BCOMM APE language cleanup
   Attachment(s): TBD 1477 BComm
   Attachment(s): TBD-1479 BIB

5. Inclusion into the Glossary: Learning Outcomes, Dual Degree, Experiential Learning
   Attachment(s): Courseleaf Glossary Entry2

6. SCCASP has approved for inclusion in the 2019-20 calendar the minor modifications listed in the attached documents: *UG_G_1920_CourseProgram_Minor Mods_for_Senate;*
   UG_G_1920_CourseProgram_Minor Mods_for_Senate 2

Recent Government Policy Changes

Academic Colleagues

February 13, 2019
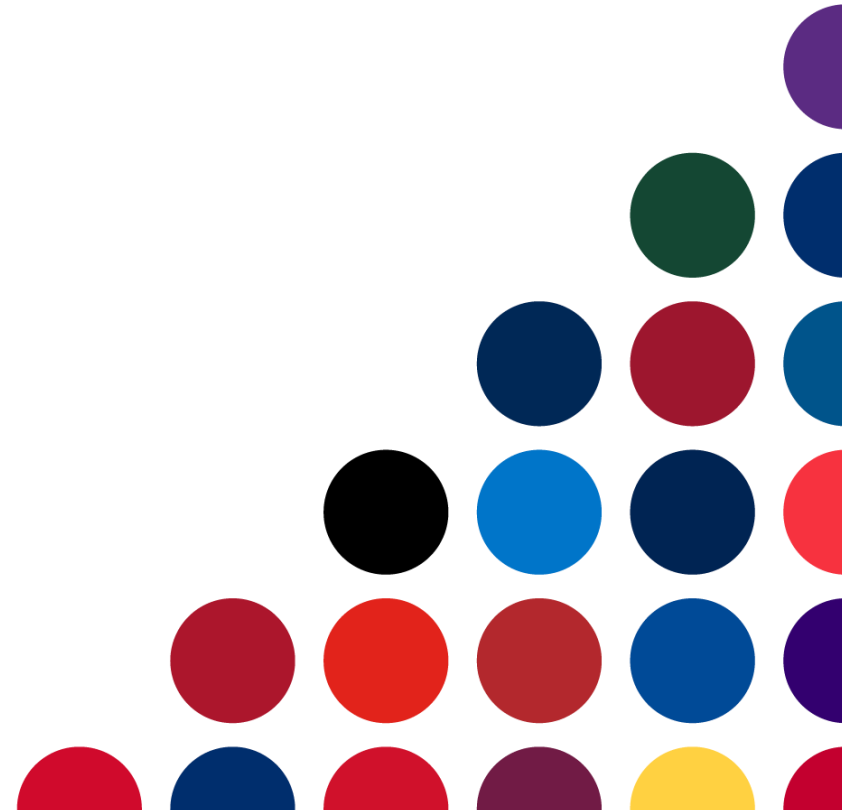
Context for Announcements

- **Ontario's Fiscal Situation**. Government has committed to reducing $14.5B deficit

- **EY Report**. Bolstered by the EY Report in September government is focused on promoting efficiencies, modernizations, enhanced accountability and productivity to reduce costs.

- **OSAP Costs**. AG's report highlighted significant cost increases from "free tuition"; program costs have grown by 250% in the last decade to $1.7B last year.

Government Policy Announcements

- Jan. 17th Minister Fullerton made major policy announcements in three significant areas
  - Tuition
  - Student Ancillary Fees
  - Ontario Student Assistance Program (OSAP)

- Government framed these decisions as putting money back in the pockets of students and families; it also will reduce MTCU costs.

Tuition Policy Changes

- New 2 year tuition framework, cover 19-20 and 20-21

- 2019-20 Requirements
  - Universities must reduce tuition fees by 10% for all funding-eligible programs covered by current framework
  - Cuts apply only to funding-eligible students

- 2020-21 requirements
  - Tuition fees to remain frozen at 2019-20 rates.

- No change to TSA (anticipated 10% decline)

- Universities anticipate a reduction of $360M in tuition revenue next year

Student Ancillary Fees

- *Student Choice Initiative* developed "to empower students to choose which student fees they pay and how the money is allocated"

- Ministry will create a new non-tuition ancillary fee framework that identifies "essential" fees, such as health and safety, athletics, career services, academic supports, and others

- Students will be able to opt-out of all "non-essential" fees (e.g. student association fees) online starting September 2019.

- Compliance policies will not change, but universities deemed non compliant could have operating funds impacted.

OSAP Changes

- Ministry will make nearly a dozen modifications to OSAP eligibility and needs assessment calculations and distribution.

- Elimination of all non-needs-based aid.

- "Free tuition" is over: all students with assessed need will receive at least 10% of OSAP as repayable loans.

- Other changes include: Increases to assumed personal and parental contribution, changing definition of "dependent", increasing annual debt limit, and end of 6 month interest-free grace period.

- MTCU has not yet indicated how much it will save through these changes.

Carleton
UNIVERSITY

Senate Executive Committee
February 5, 2019
11:00 a.m. in 510 Tory Building

MINUTES

Present: B. A. Bacon (Chair), A. Chandler, E. Grant, J. Tomberlin
Regrets: B. Appel Kuzmarov, L. Dyke, B. Hughes, A. Maheshwari
Recording Secretary: K. McKinley

The Chair called the meeting to order at 11:05 am.

1. **Approval of the Agenda**
   The Committee approved by general consensus the Senate Executive Committee agenda for February 5, 2019.

2. **Approval of the Minutes: January 16, 2019**
   The Committee approved by general consensus the minutes of the Senate Executive Committee meeting on January 16, 2019.

3. **Approval of Senate agenda: February 15, 2019**
   The Committee approved the Senate agenda with the following changes:
   - Matters Arising - add item on Second Language Requirement to be presented by Dean Neufang.
   - Administration – Remove Item 6d (Convocation Dates for 2022 and 2023) – postpone for later meeting

4. **Review of Senate Minutes: January 25, 2019**
   There were no comments. The minutes will be circulated to Senators for approval at the next Senate meeting.

5. **Report on Senate Committee Review (Clerk)**
   The Assistant University Secretary reported on this item, as the Clerk was absent. The second part of the committee review (Carleton current state) is progressing on schedule. The Clerk has received feedback from all but two of the Chairs of Standing Committees on their Terms of Reference and

membership. Historical review of the committees is progressing, although many of the materials are in the paper archive collection which will take more time to access and review. The Clerk will present a brief summary of her findings to date for this stage, and will look to have a draft report prepared for the Senate Executive Committee in March.

6. **Other Business**
There was no other business.

7. **Adjournment**
The meeting was adjourned at 11:29 am.

Date Submitted: 03/04/19 11:47 am

Viewing: **AY-Summer : R-UG-Academic Year Summer 2019**

Last approved: 05/11/18 10:40 am

Last edit: 03/04/19 11:47 am

Last modified by: mikelabreque

Changes proposed by: mikelabreque

In Workflow

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

History

1. Oct 26, 2015 by Sandra Bauer (sandrabauer)
2. Nov 2, 2015 by Rebecca Hoskins (rebeccahoskins)
3. Nov 2, 2015 by Sandra Bauer (sandrabauer)
4. May 31, 2016 by Lisa Ralph (lisaralph)
5. Jun 22, 2016 by Sandra Bauer (sandrabauer)
6. Jun 29, 2016 by Sandra Bauer (sandrabauer)
7. Sep 12, 2016 by Sandra Bauer (sandrabauer)
8. Dec 12, 2016 by Sandra Bauer (sandrabauer)
9. Mar 20, 2017 by Sandra Bauer (sandrabauer)
10. Aug 30, 2017 by Sandra Bauer (sandrabauer)
11. Nov 16, 2017 by Sandra Bauer (sandrabauer)
12. Nov 16, 2017 by Sandra Bauer (sandrabauer)
13. Dec 22, 2017 by Carol Gariepy (carolgariepy)
14. May 11, 2018 by Dotty Nwakanma (dottynwakanma)

Calendar Pages Using this Program	The Academic Year (Graduate and Undergraduate Studies)
Effective Date	2018-19
Workflow	majormod
Program Code	AY-Summer
Level	Undergraduate

Faculty   Not Applicable

Academic Unit   Regulations: RO

Degree

Title   R-UG-Academic Year Summer 2019

Program Requirements

Academic Year

Date	Activity
SUMMER TERM 2019	
March 1, 2019	Last day for receipt of applications for admission to an undergraduate degree program for the summer term.
April 29, 2019	Deadline for course outlines to be made available to students registered in early- and full-summer courses.
May 1, 2019	Last day for receipt of applications for undergraduate degree program transfers for the summer term.
May 6, 2019	Early summer and full summer classes begin.
May 10, 2019	Graduate students who have not electronically submitted their final thesis copy to the Faculty of Graduate and Postdoctoral Affairs will not be eligible to graduate in spring 2019 and must register for the summer 2019 term.
May 13, 2019	Last day for registration and course changes (including auditing) for early summer courses.
May 17, 2019	Last day for registration and course changes (including auditing) for full summer courses.
May 17-29, 2019	Fall/winter and winter term deferred final examinations will be held.
May 20, 2019	Statutory holiday. University closed. No examinations take place.
May 24, 2019	Last day to withdraw from early summer and full summer courses with a full fee adjustment. Withdrawals after this date will result in a permanent notation of WDN on the official transcript.
May 31, 2019	Last day to request Formal Examination Accommodation Forms for June examinations to the Paul Menton Centre for Students with Disabilities. Note that it may not be possible to fulfil accommodation requests received after the specified deadlines.
June 11, 2019	Last day for summative tests or examinations, or formative tests or examinations totalling more than 15% of the final grade, for early summer courses before the official examination period (see Examination Regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
June 15, 2019	**Last day for receipt of applications for undergraduate degree program transfers for the fall term.**
June 18, 2019	Last day of early summer classes. (NOTE: full summer classes resume July 2.)
	Last day for take home examinations to be assigned, with the exception of those conforming to the Examinations regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.
	Last day for academic withdrawal from early summer courses.
	Last day for handing in term assignments, subject to any earlier course deadline.
June 19-20, 2019	No classes or examinations take place.
June 21-27, 2019	Final examinations in early summer courses and mid-term examinations in full summer courses may be held. Examinations are normally held all seven days of the week.

Date	Activity
June 25, 2019	Deadline for course outlines to be made available to students registered in late-summer courses.
June 27, 2019	All take home examinations are due on this day, with the exception of those conforming to the Examinations regulations in the Academic Regulations University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.
July 1, 2019	Statutory holiday. University closed.
July 2, 2019	Late summer classes begin. Full summer classes resume.
July 9, 2019	Last day for registration and course changes (including auditing) for late summer courses.
July 19-21, 2019	Early summer term deferred final examinations to be held.
July 22, 2019	Last day to withdraw from late summer courses with a full fee adjustment. Withdrawals after this date will result in a permanent notation of WDN on the official transcript.
July 26, 2019	Last day to request Formal Examination Accommodation Forms for August examinations to the Paul Menton Centre for Students with Disabilities. Note that it may not be possible to fulfil accommodation requests received after the specified deadlines.
August 1, 2019	Last day for graduate students to submit their supervisor-approved thesis, in examinable form to the department.
August 5, 2019	Statutory holiday. University closed.
August 7, 2019	Last day for summative tests or examinations, or formative tests or examinations totalling more than 15% of the final grade, before the official examination period (see Examination Regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
August 14, 2019	Last day of late summer and full summer classes.
	Classes follow a Monday schedule. Last day for take home examinations to be assigned, with the exception of those conforming to the Examination Regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar. Last day for academic withdrawal from late summer and full summer courses and any other courses that end this term. Last day for handing in term assignments, subject to any earlier course deadline.
August 15-16, 2019	No classes or examinations take place.
August 17-23, 2019	Final examinations in late summer and full summer courses may be held. Examinations are normally held all seven days of the week.
August 23, 2019	All take home examinations are due on this day, with the exception of those conforming to the Examinations regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.
September 13-15, 2019	Full and late summer term deferred final examinations to be held.

New Resources	No New Resources
Summary	Adding internal application deadline for fall internal degree transfers
Rationale for change	Per A. Singh.
Transition/Implementation	
Program reviewer comments	

Key: 1321

Program Change Request

Date Submitted: 03/14/19 12:32 pm

Viewing: **TBD-1284 : Journalism (UG) - Combined Honours statement**

Last approved: 04/24/17 4:36 pm

Last edit: 03/14/19 12:31 pm

Last modified by: mikelabreque

Changes proposed by: mikelabreque

In Workflow

1. JOUR ChairDir UG
2. PA FCC
3. PA FBoard
4. PRE SCCASP
5. SCCASP
6. PRE CalEditor
7. CalEditor

Approval Path

1. 03/14/19 1:07 pm
   Carole Craswell
   (carolecraswell):
   Approved for JOUR
   ChairDir UG
2. 03/15/19 9:17 am
   David Mendeloff
   (davidmendeloff):
   Approved for PA FCC
3. 03/15/19 9:27 am
   David Mendeloff
   (davidmendeloff):
   Approved for PA FBoard
4. 03/15/19 9:32 am
   Mike Labreque
   (mikelabreque):
   Approved for PRE
   SCCASP

History

1. Sep 15, 2015 by Sandra
   Bauer (sandrabauer)
2. Jan 7, 2016 by Carole
   Craswell (carolecraswell)
3. Apr 24, 2017 by Sandra
   Bauer (sandrabauer)
4. Apr 24, 2017 by Sandra
   Bauer (sandrabauer)

Calendar Pages Using this   Journalism
Program

2019-20

Effective Date

Workflow	minormod
Program Code	TBD-1284
Level	Undergraduate
Faculty	Faculty of Public Affairs
Academic Unit	School of Journalism and Communication (JOUR)
Degree	
Title	Journalism (UG) - Combined Honours statement

Program Requirements

Bachelor of Journalism
Combined Honours

Bachelor of Journalism students may take Combined Honours programs in which Journalism is combined with another discipline. Students may choose a Combined Honours program in Journalism and Communication and Media Studies, or from Combined Honours programs offered within the B.A. The Journalism requirements for the Combined Honours program are normally the same as those for the Bachelor of Journalism with Honours listed above. The requirements of the other discipline are the same as those listed for the B.A. Combined Honours program in that discipline. Students are advised to consult the Combined Honours entry of their second discipline in this calendar for details. Combined Honours programs in Journalism and other disciplines are available only to students registered in Journalism.

~~Bachelor of Arts Combined Honours Upon application procedures described below, students combining Journalism with another discipline may elect to graduate with the degree Bachelor of Arts (Combined Honours) in lieu of the Bachelor of Journalism (Combined Honours).The Journalism requirements for this degree are the same as those for the Bachelor of Journalism with Honours listed above.The requirements of the other discipline are the same as those listed for the Combined Honours program in the other discipline.Students are advised to consult the Combined Honours entry of their second discipline in this calendar for details.All students who elect to receive the Bachelor of Arts (Combined Honours) must (i) write the Honours Research Essay, if required, in the other discipline and (ii) must transfer to the Bachelor of Arts Honours program as a Combined Honours student.Students who are not required to present an Honours Research Essay by the other discipline, but who prefer to graduate with a Bachelor of Arts (Combined Honours), must also transfer to the Bachelor of Arts Honours program.Such students must request an Internal Degree Transfer in their final term and at least 60 days before the completion of the final courses required for their degree to assure their graduation at the next convocation.Combined Honours programs in Journalism and other disciplines are available only to students registered in Journalism.~~

New Resources	No New Resources
Summary	Remove reference to BA Combined Honours option for Journalism programs.
Rationale for change	Carleton has offered a Bachelor of Journalism since the mid 1940s. In 1974-75 a BJ combined honours was introduced. Within the Combined Honours entry in the Bachelor of Journalism, the 1986-87 Calendar introduced a passing parenthetical mention of a combined honours Bachelor of Arts in Journalism, with no other details provided, while the list of degrees offered at the top of the Journalism entry continued to list only Bachelor of Journalism. In subsequent years, a brief description of a process for effecting entry into such a program was introduced. The process described was confusing and did not conform to Carleton's established admission processes. It is doubtful that any student ever availed themselves of

this designation. No such degree program has ever existed in Banner, and there have been no graduates with the designation since at least 2003. The institutional memory of staff familiar with the program in the pre-Banner days is that there were no enrollments or graduations under this designation. There exists no program or audit structure, or academic performance evaluation criteria for this program. Furthermore, the entry is encouraging students to make a transfer into the B.A. as far along as 60 days prior to their completing the final courses for their degree, which does not conform to recommended practice, and which may place the student in a precarious position. On the basis of the above, we are proposing to remove reference to the B.A. combined honours in Journalism, leaving the B.J. Combined Honours intact.

Transition/Implementation   N/A

Program reviewer
comments

Key: 1284

Program Change Request

Date Submitted: 10/17/18 12:02 pm

Viewing: **TBD-1477 : R-UG-7.5 Bachelor of Commerce**

Last approved: 05/31/16 4:11 pm

Last edit: 03/18/19 3:25 pm

Last modified by: mikelabreque

Changes proposed by: mikelabreque

In Workflow

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

Approval Path

1. 01/07/19 11:26 am Dotty Nwakanma (dottynwakanma): Approved for REGS RO UG Review
2. 01/15/19 8:13 am Mike Labreque (mikelabreque): Approved for PRE SCCASP
3. 01/15/19 10:52 am Dan Begin (danbegin): Approved for SCCASP
4. 01/28/19 10:19 am Dotty Nwakanma (dottynwakanma): Approved for Senate

History

1. May 31, 2016 by Sandra Bauer (sandrabauer)

Calendar Pages Using this Program	[Academic Performance Evaluation](#)
Effective Date	2019-20
Workflow	majormod
Program Code	TBD-1477
Level	Undergraduate
Faculty	Sprott School of Business

Academic Unit	**Regulations: RO** ~~School of Business~~
Degree	
Title	R-UG-7.5 Bachelor of Commerce

Program Requirements

Bachelor of Commerce

Students in B.Com. are Honours students.

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

1. Successful completion of BUSI 1800
2. Successful completion of BUSI **2800** ~~1402~~

B.Com. students are in *Good Standing* (GS) if they meet the minimum requirement schedule provided in Regulation 7.4.

A B.Com. student not in *Good Standing* (GS) due to a deficiency of 1.0 grade point or less in **either the** ~~one or both,~~ Overall **or** ~~and~~ Major CGPA **requirements** ~~requirements,~~ is on Academic Warning (AW).

A B.Com. student is required to leave the program with the status *Continue in Alternate* (CA) or the status *Dismissed from Program* (DP) if:

1. they are not in *Good Standing* due to a deficiency of more than 1.0 grade point in **their** ~~both of~~ Overall **and/or** ~~and~~ Major CGPA **requirements** ~~requirements,~~ at any Academic Performance Evaluation, or
2. the student was on *Academic Warning* and does not achieve *Good Standing* at the next Academic Performance Evaluation.

New Resources	**No New Resources**
Summary	Replace BUSI 1402 with BUSI 2800. Language cleanup.
Rationale for change	BUSI 1402 dropped in 2017. Replacing it with BUSI 2800. Language cleanup for clarity.
Transition/Implementation	
Program reviewer comments	

Key: 1477

Viewing: **TBD-1479 : R-UG-7.5 Bachelor of International Business**

Last approved: 03/18/19 3:50 pm

Last edit: 03/18/19 3:50 pm

Last modified by: mikelabreque

Calendar Pages Using this Program	Academic Performance Evaluation
Effective Date	
Workflow	
Program Code	TBD-1479
Level	Undergraduate
Faculty	Sprott School of Business
Academic Unit	School of Business
Degree	
Title	R-UG-7.5 Bachelor of International Business

Program Requirements

Bachelor of International Business

Students in B.I.B. are Honours students.

B.I.B. Students are in *Good Standing* (GS) if they meet the minimum requirement schedule provided below:

The B.I.B. defines a Language Core consisting of the required 4.0 credits in the language of specialization.

Good Standing in BIB requires:

At the first APE:

- Overall CGPA at least 4.50
- Major CGPA at least 6.00
- Language Core CGPA at least 6.00

At all subsequent APEs and at graduation:

- Overall CGPA at least 5.00
- Major CGPA at least 6.50
- Language Core CGPA at least 6.50

A B.I.B. student who is not in *Good Standing* (GS) due to a deficiency of 1.0 grade point or less in any of the Overall, Major, or Language Core CGPA requirements, is on Academic Warning .

A B.I.B. student is required to leave the program with either the status *Continue in Alternate* (CA) or the status *Dismissed from Program* (DP) if:

- They are not in *Good Standing* (GS) due to a deficiency of more than one grade point in either the Overall, Major or Language Core CGPA requirements at any Academic Performance Evaluation, or
- The student is on *Academic Warning* and does not achieve *Good Standing* at the next Academic Performance Evaluation.

New Resources

Summary

Rationale for change

Transition/Implementation

Program reviewer
comments

Key: 1479

Senate Committee on Curriculum, Admissions,   **Undergraduate PROGRAM(S)**   **March 19, 2019**
and Studies Policy (SCCASP)   **Faculty of Arts and Social Sciences**

2019-20 Curricular Change Proposals   **Minor Modifications**   **1 of 3**

Code	Title	Status	Academic Unit (department)	Summary (summary)
UBS	Minor in Urban Studies	Edited	GEOG	Replacing deactivated GEOG 4303 with the new proposed course GEOG 4323, replace deactivated GEOG 2400 with new GEOG 2023, and add new GEOG 1023. Reinsert special topics course accidentally deleted last year.

Senate Committee on Curriculum, Admissions,   Undergraduate PROGRAM(S)   March 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences

2019-20 Curricular Change Proposals   Minor Modifications   2 of 3

Code	Title	Status	Summary (summary)
ACCT 5124	ACCT 5124: Data Analytics for Professional Accountants	Added	Proposed new required course for MAcc program. Replacing ACCT 5127.
ACCT 5127	ACCT 5127: Management Consulting	Deleted	Course being removed from program requirements.

Senate Committee on Curriculum, Admissions,   **Undergraduate PROGRAM(S)**   **March 19, 2019**
and Studies Policy (SCCASP)   **Faculty of Arts and Social Sciences**

2019-20 Curricular Change Proposals   **Minor Modifications**   **3 of 3**

Code	Title	Status	Academic Unit (department)	Summary (summary)
MACC-73	Master of Accounting	Edited	BUSI	Program edits reflect course changes currently going through approval process. Removal of ACCT 5127 and addition of ACCT 5124
MENG-82	M.Eng. Electrical and Computer Engineering	Edited	OCIECE	Reduce course requirements by 0.5, lowering credits required for degree to 4.5

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

2019-20 Curricular Change Proposals

Undergraduate COURSES
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

1 of 30

Code	Title	Status	Summary (summary)
AFRI 3100	AFRI 3100: African Studies Abroad: Selected Topics	Edited	To include Experiential Learning component
AFRI 3900	AFRI 3900: Placement	Edited	To include Experiential Learning Component
ALDS 2202	ALDS 2202: Analysis of Written Language Use	Edited	Change prerequisite for ALDS 2202.
ALDS 3202	ALDS 3202: Sociolinguistics	Edited	Change title of ALDS 3202 to Sociolinguistics, and add cross-listing with LING 3702 (new).
ALDS 3301	ALDS 3301: Introduction to Deaf Studies	Added	Add ALDS 3301 Introduction to Deaf Studies.
ALDS 3701	ALDS 3701: Corpus Linguistics	Edited	Add cross-listing with new course, LING 3701 Corpus Linguistics.
ALDS 3903	ALDS 3903: Special Topic in Applied Linguistics and Discourse Studies	Edited	Remove prerequisites from ALDS 3903.
ALDS 4205	ALDS 4205: Teaching English as a Second Language: Methodology	Deleted	Delete ALDS 4205: Teaching English as a Second Language: Methodology
ALDS 4206	ALDS 4206: Practicum in Teaching ESL	Edited	Change course description for ALDS 4206 Practicum in Teaching ESL to indicate new courses to be taken concurrently (ALDS 4305 and ALDS 4306), and remove preclusion.
ALDS 4209	ALDS 4209: Teaching English as a Foreign Language: Methodology for Global Contexts	Edited	Change title of ALDS 4209 to Teaching English as a Foreign Language: Methodology for Global Contexts, add prerequisites and change class format to Seminar.
ALDS 4305	ALDS 4305: Teaching English Language: Methodology I	Added	Add ALDS 4305 Teaching English Language: Methodology I
ALDS 4306	ALDS 4306: Teaching English as a Second Language: Methodology II	Added	Add ALDS 4306 Teaching English as a Second Language: Methodology II
ALDS 4308	ALDS 4308: English for Specific Purposes	Added	Add ALDS 4308 English for Specific Purposes
ALDS 4606	ALDS 4606: Statistics for Language Research	Edited	Change prerequisite for ALDS 4606 Statistics for Language Research and add piggy-back with LING 5605 (new), and change schedule type to seminar.
ALDS 4801	ALDS 4801: Major Structures of English	Edited	Remove piggy-backed course ALDS 5103.

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences
                                                        Minor Modifications   2 of 30

2019-20 Curricular Change Proposals

ALDS 4906	ALDS 4906: Special Topic in Applied Linguistics and Discourse Studies	Edited	Remove prerequisites from ALDS 4906: Special Topic in Applied Linguistics and Discourse Studies
ARTH 1200	ARTH 1200: History and Theory of Architecture: Prehistory to 1500	Edited	Title and description updated.
ARTH 1201	ARTH 1201: History and Theory of Architecture: 1500 to Present	Edited	Updated title and description.
ARTH 2107	ARTH 2107: Islamic Architecture and Art	Edited	Updated description.
ARTH 2310	ARTH 2310: Architecture of the Early Modern World [1400-1750]	Edited	Updated long and short titles. Updated description.
ARTH 2404	ARTH 2404: Art of the 17th and 18th Centuries	Added	Created new course.
ARTH 2405	ARTH 2405: European Art of the 17th Century	Deleted	Delete course.
ARTH 2406	ARTH 2406: European Art of the 18th Century	Deleted	Deleted course.
ARTH 2502	ARTH 2502: Art of the 19th Century	Edited	Updated title and description.
ARTH 3003	ARTH 3003: Architecture and Representation	Added	Created new course.
ARTH 3505	ARTH 3505: French Impressionism: Art, Leisure and Society	Deleted	Delete course.
ARTH 3506	ARTH 3506: Themes and Issues in Early Modern Art	Deleted	Delete course.
ARTH 4107	ARTH 4107: Topics in Islamic Architecture and Art	Added	Course created.
ARTH 4202	ARTH 4202: Topics in Medieval Architecture and Art	Edited	Updated title and description.
ARTH 4402	ARTH 4402: Topics in Art of the 18th and 19th Centuries	Added	Created course.
ARTH 4406	ARTH 4406: Topics in 18th-Century European Art	Deleted	Delete course.
ARTH 4505	ARTH 4505: Topics in Nineteenth-Century European Art	Deleted	Delete course.

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences
                                          Minor Modifications   3 of 30

2019-20 Curricular Change Proposals

ARTH 4600	ARTH 4600: Art, Architecture, and Gender	Edited	Updated title and description.
CCDP 2004	CCDP 2004: Communication Skills for NET	Edited	Change prerequisite for CCDP 2004 to require second-year standing in the B.I.T. program.
CCDP 3003	CCDP 3003: Communication Skills for IMD	Edited	Change prerequisite for CCDP 3003 to require third-year standing in the B.I.T. program.
CCDP 3006	CCDP 3006: Communication Skills for IRM	Edited	Change prerequisite for CCDP 3006 to require third-year standing in the B.I.T. program.
CGSC 2001	CGSC 2001: Introduction to Cognitive Science	Edited	Added additional preqs
CGSC 2002	CGSC 2002: Theories and Methods in Cognitive Science	Edited	Changed prereqs
CGSC 3201	CGSC 3201: Cognitive Processes	Edited	Changed title and description
CLCV 2100	CLCV 2100: Scientific and Medical terminology	Added	The GRS program has developed a completely new course in the etymology of modern scientific and medical terminology to serve the needs of students in multiple Faculties and Departments across campus.
DBST 3301	DBST 3301: Introduction to Deaf Studies	Added	Add DBST 3301 Introduction to Deaf Studies.
DIGH 2002	DIGH 2002: Digital Humanities: Theory and Method	Edited	Add option "Case Studies" to the "Significant Experiential Learning" field.
ENGL 1009	ENGL 1009: Literature in Global Context	Edited	Remove preclusion statement and add to the description: "In conjunction with ENGL 1010, this course satisfies the first-year English requirement."
ENGL 1600	ENGL 1600: Literature and Magic	Added	Add new course ENGL 1600 [0.5] Literature and Magic.
ENGL 2400	ENGL 2400: Introduction to Digital Humanities	Edited	Add "or permission of the department".
ENGL 2401	ENGL 2401: Digital Humanities: Theory and Method	Edited	Add "or permission of the department".Add option "Case Studies" to the "Significant Experiential Learning" field.

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences
                                                          Minor Modifications   4 of 30

2019-20 Curricular Change Proposals

ENGL 2802	ENGL 2802: Indigenous and Canadian Literatures	Edited	Change the title to "Indigenous and Canadian Literatures" and add to the first sentence "that frames them in the wider context of Indigenous writing and storytelling".
ENGL 3204	ENGL 3204: Literary Representations of Childhood and Youth	Added	Add new course ENGL 3204 [0.5] Literary Representations of Childhood and Youth.
ENGL 4605	ENGL 4605: Theatre Production Seminar	Edited	Add to the current prerequisite language to read: ENGL 3904 or permission of the department; and prior or concurrent participation in a production with Sock'n'Buskin or another local theatre company.
ENST 4004	ENST 4004: Environmental Impact Assessment	Added	Cross list ENST 4004 with GEOG 4004.
ENST 4022	ENST 4022: Seminar in People, Resources, and Environmental Change	Added	Cross list ENST 4022 with existing GEOG 4022
FILM 2204	FILM 2204: Indigenous Cinema and Media	Added	Creating new course.
FILM 3206	FILM 3206: Topics in American Cinema	Edited	Updated prerequisites.
FILM 3209	FILM 3209: Topics in Canadian Cinema	Edited	Updated prerequisites.
FILM 3608	FILM 3608: Topics in Film History	Edited	Updated prerequisites.
FILM 3701	FILM 3701: Topics in Animation, Video, and Experimental Film	Edited	Updated prerequisites.
FILM 3800	FILM 3800: Film/Video Archival or Curatorial Practice	Added	Created new course.
FILM 3808	FILM 3808: Cinema and Technology	Edited	Updated prerequisites.
FILM 3809	FILM 3809: Analyzing Digital Media	Edited	Updated prerequisites.
FILM 3810	FILM 3810: Sound in Film and Media	Edited	Updated prerequisites.
FILM 3901	FILM 3901: Topics in Film Studies	Edited	Updated prerequisites.
FILM 4001	FILM 4001: Research and Critical Methodologies	Edited	Updated prerequisites.
FILM 4002	FILM 4002: Topics in Moving Image Culture	Edited	Updated prerequisites.

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences

                                               Minor Modifications   5 of 30

2019-20 Curricular Change Proposals

FILM 4201	FILM 4201: Selected Topics in National Cinemas	Edited	Updated prerequisites.
FILM 4203	FILM 4203: Film Festivals and World Cinema	Added	Created new course.
FILM 4301	FILM 4301: Topics in Film and Philosophy	Added	Created new course.
FILM 4401	FILM 4401: Selected Topics in Film Authorship	Edited	Updated prerequisites.
FILM 4501	FILM 4501: Selected Topics in Film Theory	Edited	Updated prerequisites.
FILM 4800	FILM 4800: Seminar in Film/Video Archival or Curatorial Practice	Deleted	Delete FILM 4800
FILM 4805	FILM 4805: Practicum in Film and Film Studies	Edited	Updated prerequisites. Added Experiential Learning.
FILM 4901	FILM 4901: Special Topic	Edited	Updated prerequisites.
FILM 4904	FILM 4904: Independent Study	Edited	No change.
FINS 1000	FINS 1000: The French World	Deleted	Delete course FINS 1000
FINS 3305	FINS 3305: Culture and Society I	Deleted	Delete course FINS 3305
FINS 3505	FINS 3505: Cultural Aspects I	Deleted	Delete course FINS 3505
FINS 3605	FINS 3605: Interdisciplinary Approaches: French Links I	Deleted	Delete course FINS 3605
FINS 3801	FINS 3801: Selected Topics in French A	Added	Add new course FINS 3801.
FREN 1001	FREN 1001: French 1	Edited	change the title from Elementary French to French 1
FREN 1002	FREN 1002: French 2	Edited	Change title of course from Low Intermediate French to French 2
FREN 1100	FREN 1100: French 3	Edited	Change title of course from Intermediate French to French 3
FREN 1110	FREN 1110: French 3: Writing	Edited	Change title of course from Written French 1 to French 3: Writing
FREN 2100	FREN 2100: French 4	Edited	change course title from Advanced French to French 4
FREN 2110	FREN 2110: French 4: Writing	Edited	change title of course from Written French 2 to French 4: Writing

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate COURSES
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

6 of 30

2019-20 Curricular Change Proposals

FREN 2401	FREN 2401: Introduction à la linguistique française	Edited	Title change
FREN 3050	FREN 3050: Compétences critiques	Edited	change prerequistes to FREN 2202, FREN 2203 and FREN 2401
FREN 3415	FREN 3415: Histoire du français	Edited	Title change.
FREN 3701	FREN 3701: Français oral	Edited	add "This course is not suitable for francophones." in course description
FREN 4212	FREN 4212: Littératures francophones	Edited	Change 5th year course code in sentence "also offered as" since that will be changed (from 5600 to 5212) to align with the 4th year course codes.
FREN 4213	FREN 4213: Littérature québécoise et canadienne d'expression française	Edited	Change 5th year course code in sentence "also offered as" since that will be changed (from 5500 to 5213) to align with the 4th year course codes.
FREN 4214	FREN 4214: Genre et mouvement	Edited	Change 5th year course code in sentence "also offered as" since that will be changed (from 5405 to 5214) to align with the 4th year course codes.
FREN 4215	FREN 4215: Problématiques contemporaines	Edited	Change 5th year course code in sentence "also offered as" since that will be changed (from 5700 to 5215) to align with the 4th year course codes.
FREN 4412	FREN 4412: Diversité du français	Edited	1. Change 5th year course code in sentence "also offered as" since that will be changed (from 5003 to 5412) to align with the 4th year course codes. 2. add LING 5412 in piggyback course
FREN 4413	FREN 4413: Diachronie du français	Edited	1. Change 5th year course code in sentence "also offered as" since that will be changed (from 5200 to 5413) to align with the 4th year course codes. 2. add LING 5413 in piggyback courses

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences
                                                    Minor Modifications   7 of 30

2019-20 Curricular Change Proposals

FREN 4414	FREN 4414: Analyse du français	Edited	1. Change 5th year course code in sentence "also offered as" since that will be changed (from 5001 to 5414) to align with the 4th year course codes. 2. add LING 5414 in piggyback course3. remove LING 4414 from precluded courses and add to Also listed as
FREN 4415	FREN 4415: Variation du français	Edited	1. Change 5th year course code in sentence "also offered as" since that will be changed (from 5002 to 5415) to align with the 4th year course codes. 2. add LING 5415 in piggybacked courses
GEOG 1023	GEOG 1023: Introduction to Cities and Urbanization	Added	Creating a new introductory course in urban geography.
GEOG 2023	GEOG 2023: Cities, Inequality and Urban Change	Added	Replacing GEOG 2400 with GEOG 2023, with new content due to introduction of GEOG 1023.
GEOG 2400	GEOG 2400: Cities and Urbanization	Deleted	Delete GEOG 2400 to replace it with GEOG 2023
GEOG 3023	GEOG 3023: Cities in a Global World	Edited	Adjust prerequisites because of replacement of GEOG 2400 by GEOG 1023 and 2023.
GEOG 4004	GEOG 4004: Environmental Impact Assessment	Edited	Cross-listing with new ENST 4004, and fix prerequisites.
GEOG 4022	GEOG 4022: Seminar in People, Resources and Environmental Change	Edited	Cross list with ENST 4022.
GEOG 4303	GEOG 4303: Urban Planning	Deleted	Removing this cross-listing to create a new course housed in DGES.
GEOG 4323	GEOG 4323: Urban and Regional Planning	Added	Adding a new course on urban planning from a social sciences perspective.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

2019-20 Curricular Change Proposals

Undergraduate COURSES
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

8 of 30

GEOM 3002	GEOM 3002: Introduction to Remote Sensing	Edited	1. Title Change Original: "Air Photo Interpretation and Remote Sensing"Proposed: "Introduction to Remote Sensing" 2. Change to course description:Original: "Aerial photography and digital remote sensing; visual interpretation of land use, landforms, and surficial materials; introduction to digital image processing and analysis."Proposed: "Principles and methods of remote sensing; visual interpretation of air photos and satellite imagery; digital image processing, analysis and classification for thematic mapping."3. Change to Pre-requisites:Original: "Prerequisite(s): GEOM 1004 and second-year standing, or permission of the Department."Proposed: "GEOM 1004 or GEOM2007 and third-year standing, or permission of the Department."
GEOM 4001	GEOM 4001: Special Topics in Geomatics	Added	Add a new special topics course at the 4th year level.
HIST 3000	HIST 3000: Topics in Ancient History	Edited	Add missing comma in prerequisite.
HIST 3102	HIST 3102: Queer(ing) Archives	Added	Add new History course to be cross-listed with existing Sexuality Studies course.
HIST 3115	HIST 3115: Childhood and Youth in History	Edited	Change course name and description.
HIST 3116	HIST 3116: History of Disability	Added	Add new course HIST 3116.
HIST 3702	HIST 3702: The Scramble for Africa, 1876-1918	Deleted	Delete course HIST 3702.
HIST 3719	HIST 3719: South African War, 1899-1902	Added	Adding a new course specifically on the South African War.
HIST 3907	HIST 3907: Transnational Topic	Edited	Editing current course as we are dividing it into two separate courses.
HIST 3908	HIST 3908: Thematic Topic	Added	Create a new special topics course that covers thematic topic content.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate COURSES
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

9 of 30

2019-20 Curricular Change Proposals

HIST 4201	HIST 4201: Modern European History	Edited	Fix glitch in both description and pre-requisite.
HIST 4306	HIST 4306: Canada: Ethnicity and Community	Deleted	Delete HIST 4306.
HIST 4308	HIST 4308: History of Popular Culture	Deleted	Delete HIST 4308.
HUMS 1000	HUMS 1000: Myth and Symbol	Edited	Removed Greek Epic, and Aboriginal practices and added Mesopotamia, and Indigenous Cultures.
KORE 3010	KORE 3010: Third-Year Korean I	Added	Add KORE 3010 Third-Year Korean I.
KORE 3020	KORE 3020: Third-Year Korean II	Added	Add KORE 3020 Third-Year Korean II.
KORE 4010	KORE 4010: Fourth-Year Korean I	Added	Add KORE 4010 Fourth-Year Korean.
KORE 4020	KORE 4020: Fourth-Year Korean II	Added	Add KORE 4020: Fourth-Year Korean II
LANG 1010	LANG 1010: Introduction to a Language I	Edited	Change schedule type to seminar, and add preclusion to LANG 1010.
LANG 1020	LANG 1020: Introduction to a Language II	Edited	Change schedule type to seminar, and add preclusion to LANG 1020.
LANG 1110	LANG 1110: Intensive Introduction to a Language	Edited	Add preclusion to LANG 1110, and change schedule type from lecture to seminar.
LANG 2110	LANG 2110: Continuing Intensive Study of a Language	Edited	Change schedule type from lecture to seminar, and add preclusion to LANG 2110.
LING 1001	LING 1001: Introduction to Linguistics I	Edited	Change class format of LING 1001 to a two-hour lecture, and a one-hour tutorial group.
LING 2005	LING 2005: Linguistic Analysis	Edited	Change class format of LING 2005 to a two-hour lecture, and a one-hour tutorial group.
LING 2007	LING 2007: Phonetics	Edited	Change class format of LING 2007 to a two-hour lecture, and a one-hour tutorial group.
LING 3004	LING 3004: Syntax I	Edited	Change class format of LING 3004 to a two-hour lecture, and a one-hour tutorial group.
LING 3005	LING 3005: Morphology I	Edited	Change prerequisite for LING 3005 Morphology I.
LING 3007	LING 3007: Phonology I	Edited	Change class format of LING 3007 to a two-hour lecture, and a one-hour tutorial group.
LING 3009	LING 3009: Special Topic in Linguistics	Edited	Remove prerequisites from LING 3009: Special Topic in Linguistics.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

2019-20 Curricular Change Proposals

Undergraduate COURSES
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

10 of 30

LING 3101	LING 3101: Historical Linguistics	Edited	Change title of LING 3101 Historical Linguistics I to Historical Linguistics
LING 3601	LING 3601: Language Processing and the Brain	Edited	Change title of LING 3601 Language Processing and the Brain I (drop I in title)
LING 3603	LING 3603: Child Language	Edited	Change prerequisite for LING 3603 Child Language.
LING 3701	LING 3701: Corpus Linguistics	Added	Add LING 3701 Corpus Linguistics (cross-list with ALDS 3701).
LING 3702	LING 3702: Sociolinguistics	Added	Add LING 3702 Sociolinguistics (cross-listed with ALDS 3202).
LING 4004	LING 4004: Syntax II	Edited	Change schedule type of LING 4004 Syntax II from lecture to seminar.
LING 4005	LING 4005: Morphology II	Edited	Change schedule type of LING 4005 Morphology II from lecture to seminar.
LING 4007	LING 4007: Phonology II	Edited	Change schedule type of LING 4007 Phonology II from lecture to seminar.
LING 4009	LING 4009: Special Topic in Linguistics	Edited	Add piggyback LING 5009, and change schedule type to seminar.
LING 4055	LING 4055: Lexical Semantics	Deleted	Delete LING 4055 Lexical Semantics.
LING 4101	LING 4101: Historical Linguistics: English	Edited	Change course title of LING 4101 Historical Linguistics II: The Evolution of English to Historical Linguistics: English. Change schedule type from Lecture to Seminar. Add piggy-back LING 5101.
LING 4412	LING 4412: Diversité du français	Edited	Change class format from Lecture to Seminar for LING 4412, and add piggyback to LING 5412.Calendar Editor: Changing "Consulter le site Web" to "Consulter le site web du Département de français pour obtenir les détails" for clarification.
LING 4413	LING 4413: Diachronie du français	Edited	Change class format from Lecture to Seminar for LING 4413, and add piggyback with LING 5413. Change preclusion to "Also listed as".Calendar Editor: Changing "Consulter le site Web" to "Consulter le site web du Département de français pour obtenir les détails" for clarification.

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences
                                                        Minor Modifications   11 of 30

2019-20 Curricular Change Proposals

LING 4414	LING 4414: Analyse du français	Edited	Change class format from Lecture to Seminar for LING 4414, and add piggyback with LING 5414. Change preclusion to "Also listed as".Calendar Editor: Changing "Consulter le site Web" to "Consulter le site web du Département de français pour obtenir les détails" for clarification.
LING 4415	LING 4415: Variation du français	Edited	Change class format from Lecture to Seminar for LING 4415, and add piggyback with LING 5415. Change preclusion to "Also listed as".Calendar Editor: Changing "Consulter le site Web" to "Consulter le site web du Département de français pour obtenir les détails" for clarification.
LING 4505	LING 4505: Formal Semantics	Edited	Change schedule type of LING 4505 Formal Semantics from lecture to seminar.
LING 4510	LING 4510: Lexical Semantics	Added	Add LING 4510 Lexical Semantics.
LING 4601	LING 4601: Cognitive Neuroscience of Language	Edited	Change title of LING 4601 to Cognitive Neuroscience of Language, add piggy-back and change schedule type to seminar.
LING 4603	LING 4603: First Language Acquisition	Added	Add LING 4603 First Language Acquisition.
LING 4604	LING 4604: Practicum in Speech Language Pathology	Added	Add LING 4604: Practicum in Speech Language Pathology
LING 4605	LING 4605: Psycholinguistic Research Methods	Edited	Add piggyback LING 5605 to LING 4605 Psycholinguistic Research Methods and add preclusion from 2017-18.
LING 4606	LING 4606: Statistics for Language Research	Edited	Change prerequisite for LING 4606 Statistics for Language Research and add piggy-back with LING 5605 (new).
LING 4905	LING 4905: Honours Project in Experimental Linguistics	Added	Add LING 4905 Honours Project in Experimental Linguistics.
MUSI 2105	MUSI 2105: Twentieth-Century Music to World War II	Deleted	Deactivated course.
MUSI 2106	MUSI 2106: Music Since World War II	Deleted	Deactivated course.
MUSI 2107	MUSI 2107: Music in the Twentieth Century	Added	Created new course. No EL.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

2019-20 Curricular Change Proposals

Undergraduate COURSES
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

12 of 30

MUSI 2608	MUSI 2608: Computer Music I: Fundamentals of Electronic Music Production	Edited	Format changed.
MUSI 2609	MUSI 2609: Computer Music II: Production, Collaboration and Performance	Edited	Format changed.
MUSI 3103	MUSI 3103: Music in Canada	Edited	Updated title.
MUSI 3107	MUSI 3107: Classical Indian Music	Edited	Title changed.
MUSI 3108	MUSI 3108: Musics of the Middle East and North Africa	Added	New course created. No EL
MUSI 3205	MUSI 3205: Specialized Studies	Edited	Removed 'performance from description', and changed prerequisite language.
MUSI 3206	MUSI 3206: Specialized Studies in Performance	Edited	Updated title, description and EL.
MUSI 3301	MUSI 3301: Music and Religion	Added	Created new course. No EL.
MUSI 3406	MUSI 3406: Instrumental Music: Music for Orchestra	Edited	Prerequisite change
MUSI 3407	MUSI 3407: Instrumental Music: Chamber Music	Edited	Prerequisite change
MUSI 3604	MUSI 3604: Computer Music Projects	Edited	Prerequisite changes. Removed text from description.
MUSI 4000	MUSI 4000: Performance VII	Added	Created new course MUSI 4000
MUSI 4001	MUSI 4001: Performance VIII	Added	Created new course
MUSI 4002	MUSI 4002: Graduating Demo Recording	Added	Created new course
MUSI 4003	MUSI 4003: Graduating Recital	Added	Created new course
MUSI 4102	MUSI 4102: Theory and Methods in Ethnomusicology	Edited	updated prerequisite.
MUSI 4104	MUSI 4104: First Peoples Music in Canada	Edited	Changed "Aboriginal" to "Indigenous" in the course description. Title updated.
MUSI 4107	MUSI 4107: Classical Indian Music II	Deleted	Deactivated course.
MUSI 4205	MUSI 4205: Specialized Studies	Edited	Removed performance from description. Updated prerequisite.

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences
                                          Minor Modifications   13 of 30

2019-20 Curricular Change Proposals

MUSI 4206	MUSI 4206: Specialized Studies in Performance	Edited	Updated description and prerequisite. Added EL.
MUSI 4304	MUSI 4304: Music and Globalization	Added	Created new course. No EL.
MUSI 4306	MUSI 4306: Music and Wellbeing in a Global Context	Added	Created new course. No EL.
MUSI 4900	MUSI 4900: Performance VII	Deleted	Delete MUSI 4900
MUSI 4901	MUSI 4901: Graduating Demo Recording	Deleted	Delete MUSI 4901
MUSI 4907	MUSI 4907: Graduating Recital	Deleted	Delete MUSI 4907
PHIL 2601	PHIL 2601: Philosophy of Religion	Edited	Revise course description for PHIL 2601.
PHIL 2700	PHIL 2700: Asian Philosophy	Edited	Course PHIL 2700 may be offered in either format - CUOL or traditional classroom.
PHIL 3104	PHIL 3104: The Roots of Analytic Philosophy	Edited	Slight adjustment to course description for PHIL 3104.
PHIL 3360	PHIL 3360: Philosophy, Economics, and Public Policy	Added	New course proposal PHIL 3360 (0.5 cr.) Philosophy, Economics, and Public Policy
PHIL 4055	PHIL 4055: Lexical Semantics	Edited	Due to renumbering in the Linguistics program, our cross-listed number had to be changed to LING 4510 and a new piggy-back course added, LING 5510.
PHIL 4505	PHIL 4505: Formal Semantics	Edited	Change schedule type of PHIL 4505/LING 4505, from lecture to seminar.
PSYC 3301	PSYC 3301: Sport and Performance Psychology	Edited	Change to wording of prerequisites
PSYC 4800	PSYC 4800: Aspects of Product Design Methodology	Deleted	Delete PSYC 4800, Aspects of Product Design Methodology, from the Psychology Department course offerings.
PSYC 4907	PSYC 4907: Thesis for B.Sc. with Honours in Psychology	Edited	Change to the CGPA requirement
RELI 2600	RELI 2600: Religions of China	Added	Course created to fill major gap in our offerings in world religions
RELI 2738	RELI 2738: Philosophy of Religion	Edited	This brings the description in line with course descriptions for other PHIL courses, e.g., PHIL 2501. It also better reflects the typical structure of a standard philosophy of religion course or textbook.

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   **February 19, 2019**
and Studies Policy (SCCASP)   **Faculty of Arts and Social Sciences**
                                                          Minor Modifications   **14 of 30**

2019-20 Curricular Change Proposals

SOCI 3006	SOCI 3006: Thinking the Social: Theories and Approaches	Edited	Title Change
SXST 3102	SXST 3102: Critical Methodologies in Sexuality	Deleted	Delete this course
SXST 3106	SXST 3106: Queer(ing) Archives	Edited	Creating a cross-listing with the department of History. The director of WGST and the chair of HIST have discussed and agreed.
SXST 4102	SXST 4102: Queer Theory	Edited	This course is being modified to include M.A. students because it is now part of the WGST institute. The course description is also being revised.
WGST 4003	WGST 4003: Traversing Feminisms	Edited	Change title to Traversing Feminisms.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

2019-20 Curricular Change Proposals

Undergraduate PROGRAMS
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

15 of 30

Code	Title	Status	Academic Unit (department)	Summary (summary)
ARC	Minor in Archaeology	Edited	HUMM	Removed ERTH 2316 as it is no longer offered. Added ERTH 2312 to replace ERTH 2316 (this is the new version of this course). Added CHEM 1007, approval from all other chairs/directors was obtained in writing before making these changes.
BCGH-1DA	Cognitive Science with Concentration in Philosophical and Conceptual Issues Bachelor of Cognitive Science Honours	Edited	COGS	Making Project option more explicit in Calendar options
BCGH-1DB	Cognitive Science with Concentration in Language and Linguistics Bachelor of Cognitive Science Honours	Edited	COGS	Making Project option more explicit in Calendar options
BCGH-1DC	Cognitive Science with Concentration in the Biological Foundations of Cognition Bachelor of Cognitive Science Honours	Edited	COGS	Making Project option more explicit in Calendar options
BCGH-1DD	Cognitive Science with Concentration in Cognition and Psychology Bachelor of Cognitive Science Honours	Edited	COGS	Making Project option more explicit in Calendar options
BCGH-1DE	Cognitive Science with Concentration in Cognition and Computation Bachelor of Cognitive Science Honours	Edited	COGS	Making Project option more explicit in Calendar options
CERT-CPRW	Certificate in Professional Writing	Edited	LALSENGL	Add statement: Students may declare only one of the Professional Writing Certificate and Professional Writing Minor.
CERT-CTESL	Certificate in the Teaching of English as a Second Language (CTESL)	Edited	LALS	Replace ALDS 4205: Teaching English as a Second Language: Methodology with two half-credit courses, ALDS 4305 and ALDS 4306.
DGH	Minor in Digital Humanities	Edited	ENGL	Changes to requirements #2 and #3. Delete requirements #4 and #5. Renumber current Requirement 6 to Requirement 4.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

2019-20 Curricular Change Proposals

Undergraduate PROGRAMS
Faculty of Arts and Social Sciences
Minor Modifications

February 19, 2019

16 of 30

DIP-CSPB	Post-Baccalaureate Diploma in Cognitive Science	Edited	COGS	Changed requirements to include a foundational 2nd year Cog Sci course
DIP-PRWPB	Post-Baccalaureate Diploma in Professional Writing	Edited	LALSENGL	Add admission requirement statement.
ELECTIVES-1108	Course Categories for Philosophy	Edited	PHIL	Adding new course proposal PHIL 3360, to Course Category: Ethics, Society, and Aesthetics.
GBA-10	Art History B.A. General	Edited	ARTC	Added ARTH 2107 to requirement #2Increase requirement #1 by 0.5. Added ARTH 3100 (0.5) to requirement #1. Decreased requirement #6 by 0.5.
GBA-AM	History and Theory of Architecture B.A. General	Edited	ARTC	Replaced ARTH 3107 with ARTH 3100 in HTA General requirement #1. Added ARTH 3003 to requirement #3.Added ARTH 3107 to requirement #3.
HBA-10	Art History B.A. Honours	Edited	ARTC	Added ARTH 2107 to Req #2
HBA-10+	Art History B.A. Combined Honours	Edited	ARTC	Added ARTH 2107 to req #2
HBA-15A	English with Concentration in Creative Writing B.A. Honours	Edited	ENGL	Add ENGL 2202 and ENGL 3011 to Requirement #10.
HBA-2S1	Philosophy with Concentration in Philosophy, Ethics and Public Affairs B.A. Honours	Edited	PHIL	Add new course proposal, PHIL 3360: Philosophy, Economics and Public Policy, to requirement #2.
HBA-AM	History and Theory of Architecture B.A. Honours	Edited	ARTC	Added ARTH 3003 to requirement #3Added ARTH 4107 to requirement #5
HBA-AM+	History and Theory of Architecture B.A. Combined Honours	Edited	ARTC	Added ARTH 3003 to requirement #3. Added ARTH 4107 to requirement #4
LCS	Minor in Latin American and Caribbean Studies	Edited	HIST	Add HIST 4704 to list of Approved LACS electives.
M5	Minor in English Language and Literature	Edited	ENGL	Change Requirement #3 to read: 1.0 credit in ENGL at the 3000-level or higher.
M5A	Minor in Drama Studies	Edited	ENGL	Add ENGL 1609 to Requirement #1
M9	Minor in History	Edited	HIST	Add FYSM 1405 and 4000-level courses to possible list of courses for the Minor.

Senate Committee on Curriculum, Admissions,   Undergraduate PROGRAMS   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Arts and Social Sciences
   Minor Modifications   **17 of 30**

2019-20 Curricular Change Proposals

N9H	Minor in History and Theory of Architecture	Edited	ARTC	Replace ARTH 3107 with ARTH 3100 in HTA Minor requirement #3.Added ARTH 4107 to requirement #3.
PRW	Minor in Professional Writing	Edited	LALSENGL	Add statement: Students may declare only one of the Professional Writing Certificate and Professional Writing Minor.
TBD-1102	History Course Categories (UG)	Edited	HIST	Remove listing of History 4000 level seminars at top of program page.
TBD-1107	Course Categories for Music Programs (UG)	Edited	ARTC	Added new courses to Music History and Musicology Listings
TBD-1498	Digital Humanities (Undergraduate) - Electives	Edited	ENGL	Add COMS2200, FILM4901, HIST 4006, HIST4805, SOCI2035, DIGH4001, DIGH4002, DIGH4003, DIGH4004, DIGH4005.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate PROGRAMS
Joint FASS/FPA
Minor Modifications

February 19, 2019

18 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Academic Unit (department)	Summary (summary)
BGISG-37U	BGINS Stream in French and Francophone Studies	Edited	FRENGINS	credit from 2. 4.0 credits from: the Stream split between a. Foundations and b. French and Francophone Studies at the 3000-level
BGISH-36T	BGINS Specialization in Teaching English in Global Contexts	Edited	LALSGINS	Change program requirements for BGINS Specialization in Teaching English in Global Contexts to better reflect the needs of the overseas practicum.
BJHUM-30HU	Bachelor of Journalism and Humanities	Edited	HUMMJOUR	Reconfiguring the course choices in Items 5 and 6 under one item.Item 12 - changing to permit an additional 0.5 credit in any JOUR 4000 level course

Senate Committee on Curriculum, Admissions,   Undergraduate COURSES   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Engineering and Design
                                     Minor Modifications   19 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Summary (summary)
CIVE 2004	CIVE 2004: GIS, Surveying, CAD and BIM	Edited	Add prerequisites
CIVE 2101	CIVE 2101: Mechanics II	Edited	Add prerequisites; remove preclusion of ECOR 2101
CIVE 2200	CIVE 2200: Mechanics of Solids I	Edited	Add prerequisites
ECOR 1010	ECOR 1010: Introduction to Engineering	Edited	Added ECOR 1051, ECOR 1052, ECOR 1053, and ECOR 1054 to the preclusion statement (replacing ECOR 1050 in the previous iteration).
ECOR 1051	ECOR 1051: Fundamentals of Engineering I	Added	Part of the revised engineering core curriculum. A set of new 6 courses replacing 4 existing ECOR courses.
ECOR 1052	ECOR 1052: Fundamentals of Engineering II	Added	Part of the revised engineering core curriculum. A set of new 6 courses replacing 4 existing ECOR courses.
ECOR 1053	ECOR 1053: Fundamentals of Engineering III	Added	Part of the revised engineering core curriculum. A set of new 6 courses replacing 4 existing ECOR courses.
ECOR 1054	ECOR 1054: Fundamentals of Engineering IV	Added	Part of the revised engineering core curriculum. A set of new 6 courses replacing 4 existing ECOR courses.
ECOR 1055	ECOR 1055: Introduction to Engineering Disciplines I	Added	Part of the revised engineering core curriculum. A set of new 6 courses replacing 4 existing ECOR courses.
ECOR 1056	ECOR 1056: Introduction to Engineering Disciplines II	Added	Part of the revised engineering core curriculum. A set of new 6 courses replacing 4 exis ngECOR courses.
ECOR 1101	ECOR 1101: Mechanics I	Edited	Add preclusion
ECOR 1606	ECOR 1606: Problem Solving and Computers	Edited	Added ECOR 1050 to precluded coursesadding EL component
ECOR 3800	ECOR 3800: Engineering Economics	Edited	Change year status prerequisites based first year core engineering courses
ELEC 2507	ELEC 2507: Electronics I	Edited	adding prerequisite
ELEC 3907	ELEC 3907: Engineering Project	Edited	Prerequisite change

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate COURSES
Faculty of Engineering and Design
Minor Modifications

February 19, 2019

20 of 30

2019-20 Curricular Change Proposals

MAAE 2001	MAAE 2001: Engineering Graphical Design	Edited	Added ECOR 1051, ECOR 1052, ECOR 1053, and ECOR 1054 as prerequisites (replacing ECOR 1050 in the previous iteration).
MAAE 2101	MAAE 2101: Engineering Dynamics	Edited	Added ECOR 1051, ECOR 1052, ECOR 1053, and ECOR 1054 as prerequisites (replacing ECOR 1050 in the previous iteration).
MAAE 2202	MAAE 2202: Mechanics of Solids I	Edited	Added ECOR 1051, ECOR 1052, ECOR 1053, and ECOR 1054 as prerequisites (replacing ECOR 1050 in the previous iteration).
MAAE 2300	MAAE 2300: Fluid Mechanics I	Edited	Added ECOR 1051, ECOR 1052, ECOR 1053, and ECOR 1054 as prerequisites (replacing ECOR 1050 in the previous iteration).
MAAE 2700	MAAE 2700: Engineering Materials	Edited	Added ECOR 1051, ECOR 1052, ECOR 1053, and ECOR 1054 as prerequisites (replacing ECOR 1050 in the previous iteration).
SYSC 1005	SYSC 1005: Introduction to Software Development	Edited	Added preclusion for ECOR 1051
SYSC 2006	SYSC 2006: Foundations of Imperative Programming	Edited	Revised course description and updated prerequisites.
SYSC 2310	SYSC 2310: Introduction to Digital Systems	Edited	Prerequisite changed.
SYSC 3200	SYSC 3200: Industrial Engineering	Edited	Prerequisites changed.
SYSC 3600	SYSC 3600: Systems and Simulation	Edited	Prerequisites updated.
SYSC 3610	SYSC 3610: Biomedical Systems, Modeling, and Control	Edited	Prerequisites changed.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate PROGRAMS
Faculty of Engineering and Design
Minor Modifications

February 19, 2019

21 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Academic Unit (department)	Summary (summary)
BENG-76	Communications Engineering Bachelor of Engineering	Edited	SYST	1) Replace ECOR 1010, ECOR 1101, ECOR 2606 and SYSC 1005 with ECOR 1050.2) Replace MATH 3705 with SYSC 4607.3) Replace "Communications Electives" with SYSC or ELEC electives.4) Moved some courses between years.
BENG-79	Computer Systems Engineering Bachelor of Engineering	Edited	SYST	1) Replaced ECOR 1010, ECOR 1101, ECOR 2606 and SYSC 1005 with ECOR 1050.2) Replaced MATH 3705 with SYSC 2510.3) Replace PHYS 1003 with a science elective.4) Removed ELEC 4705 from the program.
BENG-81	Civil Engineering Bachelor of Engineering	Edited	CIVE	Replace ECOR 1010, 1101, 1606 and 2606 with ECOR 1051, 1052, 1053, 1054, 1055 and 1056Remove ELEC 3605 and 0.5 credit CSE, make CIVE 4400 mandatory,add elective ENVE 4200
BENG-82	Electrical Engineering Bachelor of Engineering	Edited	ELEC	1. ECOR 1050 replaces ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606. Modification: ECOR 1050 converted to 4 0.5 credit courses ECOR 1051, ECOR 1052, ECOR 1053 and ECOR 1054.2. MATH 1005 moves to second year3. ELEC 2602 added to second year4. SYSC 4505 added to fourth year5. 0.5 cr Complementary Studies Elective removed
BENG-821	Biomedical and Electrical Engineering Bachelor of Engineering	Edited	SYST	1) Replace ECOR 1010, ECOR 1101, ECOR 1606, and ECOR 2606 with ECOR 1050.2) Replace MATH 3705 with SYSC 2510.3) Enlarge list of allowable science electives (including some winter-term courses).4) Moved some courses to different years.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate PROGRAMS
Faculty of Engineering and Design
Minor Modifications

February 19, 2019

22 of 30

2019-20 Curricular Change Proposals

BENG-84	Mechanical Engineering Bachelor of Engineering	Edited	MAAE	Removed ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606 and MAAE 3901. Added ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056 and a Free Arts elective. Moved MATH 1005, ECOR 2050 and ELEC 3605 to second year. Moved Basic Science Elective to first year. Moved CCDP 2100 and MATH 3705 to third year.
BENG-841	Biomedical and Mechanical Engineering Bachelor of Engineering	Edited	MAAE	Removed ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606 and MAAE 3400. Added ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056, 0.5 credit Free Arts Elective and 0.5 credit BIOL/CHEM elective. Moved BIOL 1103, MATH 1005 and 0.5 credits Complementary Studies to second year. Moved CCDP 2100 and MATH 3705 to third year. Moved SYSC 4201 and BIOL/CHEM elective to fourth year.
BENG-8G	Engineering Physics Bachelor of Engineering	Edited	ELEC	1. ECOR 1050 replaces ECOR 1600, ECOR 2600 Modification: ECOR 1050 converted to 4 0.5 credit courses ECOR 1051, ECOR 1052, ECOR 1053 and ECOR 10542. MATH 1005 moved to second year3. CCDP 2100 moved to third year4. ELEC 3509 moved to fourth year5. SYSC 3501 removed6. 0.5 cr Complementary Studies Elective removed
BENG-8H	Aerospace Engineering - Bachelor of Engineering Stream A: Aerodynamics, Propulsion and Vehicle Performance	Edited	MAAE	Removed ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606 and MAAE 3901. Added ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056. Moved MATH 1005 to second year. Moved CCDP 2100 and MATH 3705 to third year. Moved ECOR 2050 and ELEC 3605 to second year. Moved Basic Science Elective to first year. Added Free Arts elective to first year. Moved Complementary Studies Elective to fourth year.

Senate Committee on Curriculum, Admissions,   Undergraduate PROGRAMS   February 19, 2019
and Studies Policy (SCCASP)   Faculty of Engineering and Design
                                                       Minor Modifications   23 of 30

2019-20 Curricular Change Proposals

BENG-8J	Aerospace Engineering - Bachelor of Engineering Stream B: Aerospace Structures, Systems and Vehicle Design	Edited	MAAE	Removed ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606 and MAAE3901. Added ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056 and 0.5 credits in Free Arts Electives. Moved MATH 1005 to second year. Moved 0.5 credits in Complementary Studies Electives to 4th year. Moved CCDP 2100 and MATH 3705 to third year. Moved ECOR 2050 and ELEC 3605 to second year.
BENG-8K	Aerospace Engineering - Bachelor of Engineering Stream C: Aerospace Electronics and Systems	Edited	MAAE	Removed ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606 and one technical elective. Added ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056 and 0.5 Free Arts elective. Moved MATH 1005 to second year. Moved CCDP 2100 and MATH 3705 to third year. Moved. ECOR 2050 to second year. Moved Basic Science elective to first year. Moved Complementary Studies to fourth year.
BENG-8L1	Mechanical Engineering with Concentration in Integrated Manufacturing Bachelor of Engineering	Edited	MAAE	Remove ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606, MAAE 3901 and 0.5 credits Complementary Studies electives. Move Basic Science elective to first year. Move MATH 1005, ELEC 3605 and ECOR 2050 to second year. Move MATH 3705 and CCDP 2100 to third year. Add 0.5 credits in Free Arts Electives. Add ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056.
BENG-8M	Aerospace Engineering - Bachelor of Engineering Stream D: Space Systems Design	Edited	MAAE	Removed ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606 and MAAE3901. Added ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056. Moved MATH 1005 and ECOR 2050 to second year. Moved CCDP 2100 and MATH 3705 to third year.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate PROGRAMS
Faculty of Engineering and Design
Minor Modifications

February 19, 2019

24 of 30

2019-20 Curricular Change Proposals

BENG-8P	Software Engineering Bachelor of Engineering	Edited	SYST	1) Replace ECOR 1010, ECOR 1101, ELEC 4705 and SYSC 1005 with ECOR 1050.2) Replaced MATH 2004 with COMP 2804.3) Merged ECOR 3800 with SYSC 4106.4) Replaced SYSC 4005 with an engineering elective (SYSC or ELEC).5) Replaced PHYS 1003 with a science elective.6) Moved various courses between years.
BENG-95	Environmental Engineering Bachelor of Engineering	Edited	CIVE	Replace ECOR 1010, 1101, 1606 and 2606 with ECOR 1051, 1052, 1053, 1054, 1055 and 1056Add elective ENVE 4200
BENG-951A	Sustainable and Renewable Energy Stream A: Smart Technologies for Power Generation and Distribution Bachelor of Engineering	Edited	ELEC	1. ECOR 1050 replaces ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606. Modification: ECOR converted to 4 0.5 credit courses ECOR 1051, ECOR 1052, ECOR 1053 and ECOR 1054.2. MATH 1005 moved to second year.3. MATH 3705 removed.4. ELEC 2602 added to second year.5. CCDP 2100 moved to third year.6. MECH 3400 removed.7. SYSC 3200 removed.8. ELEC 3105 added to third year.9. ENVE 4003 removed.10. ELEC 4601 added to fourth year.
BENG-951B	Sustainable and Renewable Energy Stream B: Efficient Energy Generation and Conversion Bachelor of Engineering	Edited	MAAE	Removed ECOR 1010, ECOR 1101, ECOR 1606, ECOR 2606 ENVE 4003 and 0.5 credit fourth year Engineering elective. Added ECOR 1051, ECOR 1052, ECOR 1053, ECOR 1054, ECOR 1055, ECOR 1056. Moved ECOR 2050 and MATH 1005 to second year. Moved 0.5 credit Basic Science Elective to first year. Moved CCDP 2100 and MATH 3705 to third year. Moved ELEC 4602 to fourth year.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate COURSES
Faculty of Public Affairs
Minor Modifications

February 19, 2019

25 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Summary (summary)
JOUR 4003	JOUR 4003: The Digital Hub: Advanced Multimedia	Edited	Removing preclusion statement.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate COURSES
Faculty of Science
Minor Modifications

February 19, 2019

26 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Summary (summary)
COMP 1005	COMP 1005: Introduction to Computer Science I	Edited	Add new preclusion BIT 1400.
COMP 1006	COMP 1006: Introduction to Computer Science II	Edited	Added BIT 2400 preclusion.
COMP 1405	COMP 1405: Introduction to Computer Science I	Edited	Add new preclusions. Reference to section Z* removed.
COMP 1406	COMP 1406: Introduction to Computer Science II	Edited	Add prerequisite alternatives, add new preclusions. Remove reference to section Z* course.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Undergraduate COURSES
Eric Sprott School of Business
Minor Modifications

February 19, 2019

27 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Summary (summary)
BUSI 2703	BUSI 2703: Introduction to International Business	Added	new course to replace non-BCom section of BUSI 2701
BUSI 4003	BUSI 4003: Accounting Theory	Added	BUSI 4000 Course deleted in error for 2018/19
BUSI 4995	BUSI 4995: Business Career Preparation IV	Added	Introductory Employability Skill Strategy Course - Year 4.

Senate Committee on Curriculum, Admissions,   Graduate and Postdoctoral Affairs   February 19, 2019
and Studies Policy (SCCASP)   COURSES
                                                                    Minor Modifications   28 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Summary (summary)
FREN 5001	FREN 5001: Théories linguistiques françaises	Deleted	delete course
FREN 5002	FREN 5002: Linguistique du français I	Deleted	delete course
FREN 5003	FREN 5003: Linguistique du français II	Deleted	delete course
FREN 5200	FREN 5200: Aspect linguistique particulier	Deleted	delete course
FREN 5212	FREN 5212: Littératures francophones	Added	1. Add new course code to match with FREN 4212.2. Change title and description to be identical to FREN 4212.
FREN 5213	FREN 5213: Littérature québécoise et canadienne d'expression française	Added	1. Add new course code to match with FREN 4213.2. Change title and description to be identical to FREN 4213.
FREN 5214	FREN 5214: Genre et mouvement	Added	1. Add new course code to match with FREN 4214.2. Change title and description to be identical to FREN 4214.
FREN 5215	FREN 5215: Problématiques contemporaines	Added	1. Add new course code to match with FREN 4215.2. Change title and description to be identical to FREN 4215.
FREN 5405	FREN 5405: Thèmes, mouvements, genres	Deleted	delete course
FREN 5412	FREN 5412: Diversité du français	Added	1. Add new course code to match with FREN 4412.2. Change title and description to be identical to FREN 4412.3. Add Ling 5412 to "Also listed as"
FREN 5413	FREN 5413: Diachronie du français	Added	1. Add new course code to match with FREN 4413.2. Change title and description to be identical to FREN 4413.3. Add Ling 5415 to "Also listed as"
FREN 5414	FREN 5414: Analyse du français	Added	1. Add new course to match with FREN 4414.2. Change title and description to be identical to FREN 44143. Add LING 5414 to "Also listed as"
FREN 5415	FREN 5415: Variation du français	Added	1. Add new course code to match with FREN 4415.2. Change title and description to be identical to FREN 4415.

Senate Committee on Curriculum, Admissions,
and Studies Policy (SCCASP)

Graduate and Postdoctoral Affairs
COURSES
Minor Modifications

February 19, 2019

29 of 30

2019-20 Curricular Change Proposals

FREN 5500	FREN 5500: Littératures d'expression française au Canada I	Deleted	Delete course
FREN 5501	FREN 5501: Selected topics in French and Francophone studies	Edited	1. Change title and description to be identical to FREN 4300
FREN 5600	FREN 5600: Littératures du monde francophone	Deleted	Delete course
FREN 5700	FREN 5700: Problématiques littéraires	Deleted	Delete course
FREN 5907	FREN 5907: Comprehensive Examination	Deleted	Delete Course FREN 5907
INAF 6004	INAF 6004: Doctoral Comprehensive Examination in Policy and Research Methods	Deleted	Delete course.
INAF 6900	INAF 6900: Doctoral Research Seminar	Deleted	Delete course INAF 6900 [0.5].
INAF 6905	INAF 6905: Doctoral Research Seminar	Added	Add 1.0-credit Doctoral Research Seminar, to replace 0.5-credit INAF 6900.
INAF 6909	INAF 6909: Doctoral Research Thesis	Edited	Change credit value to 5.0 credits.
SOCI 6000	SOCI 6000: Doctoral Seminar	Deleted	Delete course.
SOCI 6002	SOCI 6002: Doctoral Seminar Year 1	Added	Add new course.
SOCI 6003	SOCI 6003: Doctoral Seminar Year 2	Added	Add new course.
SOWK 5606	SOWK 5606: Practicum I	Edited	Update prerequisite statement: delete SOWK 5308, SOWK 5501, SOWK 5502. Add SOWK 5001, SOWK 5003, SOWK 5004.

Senate Committee on Curriculum, Admissions, and Studies Policy (SCCASP)

Graduate and Postdoctoral Affairs
PROGRAMS
Minor Modifications

February 19, 2019

30 of 30

2019-20 Curricular Change Proposals

Code	Title	Status	Academic Unit (department)	Summary (summary)
MJ-JSAS	Master of Journalism with Specialization in African Studies	Edited	JOURAFRI	Removal of JOUR 5208 from Req 3; adding the JOUR 5300 series of courses as Req 6.
PHD-50	Ph.D. Sociology	Edited	SOAN	1) Item 1: Replace reference to SOCI 6000 [1.0] with SOCI 6002 [0.5] and SOCI 6003 [0.5].2) Relocate Comprehensive Examinations information so that it sits beneath both PhD programs.
PHD-50PE	Ph.D. Sociology with Specialization in Political Economy	Edited	SOAN	Item 1: Replace reference to SOCI 6000 [1.0] with SOCI 6002 [0.5] and SOCI 6003 [0.5].
TBD-1679	R-GR-International Affairs M.A.	Edited	INAF	Update regulations concerning part-time program requirements to include INAF 5016 as one of the course requirements.
TBD-1683	R-GR-International Affairs Ph.D.	Edited	INAF	1. Remove "successful" from sentence.2. Remove "s" off "comprehensive examination(s) 3. Remove doctoral research seminar4. Remove "thesis" and replace with "dissertation"

Viewing: **Glossary : Glossary**

Last approved: 03/19/19 10:25 am

Last edit: 03/19/19 10:25 am

Last modified by: mikelabreque

History

1. Nov 24, 2017 by Sandra Bauer (sandrabauer)
2. Nov 24, 2017 by Sandra Bauer (sandrabauer)
3. Feb 7, 2018 by Mike Labreque (mikelabreque)
4. Feb 7, 2018 by Mike Labreque (mikelabreque)
5. Feb 7, 2018 by Mike Labreque (mikelabreque)
6. Feb 7, 2018 by Mike Labreque (mikelabreque)
7. Feb 7, 2018 by Mike Labreque (mikelabreque)
8. Apr 30, 2018 by Mike Labreque (mikelabreque)
9. Apr 30, 2018 by Mike Labreque (mikelabreque)
10. Nov 6, 2018 by Mike Labreque (mikelabreque)
11. Feb 19, 2019 by Mike Labreque (mikelabreque)
12. Mar 19, 2019 by Mike Labreque (mikelabreque)

Calendar Pages Using this Program	**Glossary**
Effective Date	
Workflow	
Program Code	Glossary
Level	Undergraduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	
Title	Glossary

Program Requirements

Glossary

The following glossary of definitions is intended to provide explanations of how certain important terms are used throughout the Calendar. In rare cases where a discrepancy may occur between the definition provided in this Glossary and the use of the term in the remainder of the Calendar, the term as used in the remainder of the Calendar takes precedence.

The Glossary is not intended to be exhaustive; students should refer to Carleton's web site for other important information (e.g., carleton.ca/registrar; gradstudents.carleton.ca).

Except where noted, all definitions apply to undergraduate and graduate students.

| A | B | C | D | E | F | G | H | I | J | K | L | M |

| N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

Notations

Notation	Description
A	
Academic Performance Evaluation (APE)	The APE is the annual assessment of student academic standing in undergraduate degree programs and special studies. The possible outcomes of an APE are *Good Standing*, *Academic Warning*, *Suspension*, *Continue in Alternate*, *Continue in General*, *Dismissed from Program*, or *Debarment*.
Auditing Student	A student who attends a course for interest and not for credit. Formal registration is required.
C	
Calendar	The official publication of academic regulations, academic programs and course descriptions as approved by the Senate.
Certificate	An undergraduate certificate is a stand-alone Credential that may be taken concurrently with a bachelor's program or independently. It is normally constituted by a structured set of at least four credits of sequential year-level courses in a particular discipline or area of study that introduces students to, or extends their knowledge of, that discipline or area of study.
Challenge for Credit	Undergraduate academic course credit gained through examination based on a student's prior learning experience gained through professional or work experience. A successful challenge for credit is noted in the student's record as CH. (An unsuccessful challenge for credit is noted as UCH). A CH is neither included in the CGPA calculation nor used to satisfy the degree program residency requirement. Challenge for Credit is not available in all courses.
Concentration	A program Element recorded on the transcript and diploma constituted by at least 3.5 credits of required courses at the undergraduate level and 1.5 credits of required courses at the graduate level that concentrates on a particular area of study within the program and provides the student with specific expertise, knowledge and/or practice.
Co-operative Education	An undergraduate or graduate Option comprising work periods combined with academic study to acquire work-related experience; the co-op option is intended to complement the student's academic study.
Core	A course or group of courses that are a subset of the courses that constitute a major in an undergraduate program. These are courses of special importance to undergraduate programs and are subject to specific CGPA requirements.
Cotutelle	An Option in any Ph.D. program. Doctoral students undertake to complete the requirements of a Ph.D. program in both their home university and a partner university in another country.

Notation	Description
	A course is a unit of teaching that may count as credit towards the award of a Credential. Courses typically last one academic term and focus on one subject area with a prescribed sequence of units of study (lectures, seminars, tutorials, workshops, laboratories, assignments, essays, tests, examinations and so on). Courses are delivered by one or more instructors and have a fixed roster of students. Students receive a grade after completion of courses that count as credit towards the award of a Credential.
Course	Courses have unique eight-character alphanumeric course codes, titles and descriptions. The credit value is indicated in square brackets following the course number.

1. Numbers 1000-4000 designate undergraduate courses;

2. 0000-level courses are also available and may be required to satisfy prerequisites;

3. Numbers 5000-6000 designate graduate courses.

Course Outline	Instructors are required to provide students in each course a written Course Outline (distributed in class or electronically), on or before the first teaching day for undergraduate courses, and before the last date for late registration for graduate courses. The course outline must specify all the elements that will contribute to the final grade, as well as the overall grade breakdown for the course.
	Courses that do not contribute to the fulfilment of graduation requirements within the student's program:

1. Extra to the Degree (ETD): Passed credits that are in excess of the required credits;

Courses Set Aside	2. No Credit for Degree (NCD): Passed credits that are ineligible for credit in the student's program;

3. Forfeit: Repeated courses, course equivalencies, preclusions, and courses placed in this category by an academic standing committee or an appeal committee.

Credential	An academic qualification awarded by the University Senate upon successful completion of an academic program. All credentials are either degrees (bachelors, masters, or doctoral), diplomas, or certificates.
Credit	The academic value of a course (for example, 0.0, 0.5, 1.0, et cetera).
Credits Not in the Major	Credits Not in the Major are credits that must be taken in programs that require Credits Not in the Major from disciplines and intellectual areas other than those which constitute the discipline, disciplines or intellectual area of the major in such programs. Credits Not in the Major constitute one form of restricted electives.
Cumulative Grade Point Average (CGPA)	The key assessment tool for undergraduate Academic Performance Evaluation, and graduate and undergraduate graduation requirements and distinctions. The CGPA may be used in assessments for scholarships, medals and other milestones. The CGPA is the average of grade points earned on all courses required for and counting towards graduation from the student's current program (overall CGPA), or the average of grade points earned on a subset of such courses (for example, those constituting the Major or a Minor) at the time the CGPA is calculated.

D

Degree	A Credential at the Bachelor, Master or Doctoral level awarded by the University Senate upon the successful completion of a prescribed set and sequence of program requirements at a specified standard of performance.

Notation	Description
Diploma	**Post-baccalaureate Diploma:** a stand-alone undergraduate credential for candidates already possessing a bachelor's degree intended to: (a) qualify candidates for consideration for entry into a Master's program; (b) bring a candidate who already possesses a bachelor's degree up to a level of a bachelor's degree of 20.0 credits or more in another discipline; (c) provide a candidate who already possesses a twenty-credit bachelor's degree in the same discipline the opportunity to bring their previous studies to current equivalents and/or to examine alternative areas; or, (d) provide a candidate with a professional undergraduate credential for which the prior completion of an undergraduate degree program is appropriate. Post-baccalaureate diplomas are normally constituted by at least three and a maximum of five credits of advanced undergraduate courses. **Graduate Diploma:** Type 1: Awarded when a candidate admitted to a master's program leaves the program after completing a certain proportion of the requirements. Students are not admitted directly to a Type 1 Diploma. Type 2: Offered concurrently with a master's or doctoral degree, the admission to which requires that the candidate be already admitted to the master's or doctoral degree program. A Type 2 Diploma represents an additional, usually interdisciplinary, qualification of 2 to 3 credits. Type 3: A stand-alone, direct-entry program of 2 to 3 credits, generally developed by a unit already offering a related master's (and sometimes doctoral) degree, and designed to meet the needs of a particular clientele or market.
Discredit	For undergraduate students, a discredit is a course registration that results in a grade of F (failure) or UNS (unsatisfactory performance).
Dual Degree	The Dual Degree refers to a bilateral co-enrolment agreement between two university institutions that enables a student to simultaneously complete an Undergraduate or Graduate program at both institutions.
Dual Master's Degree	An Option in any Master's program. Master's students may opt to complete the requirements of a master's program in both their home university and a partner university in another country.

E

Element	Elements are: (i) Undergraduate: majors, minors, concentrations, and specializations; there are a maximum number of elements that may be taken in conjunction with a program at the undergraduate level; (ii) Graduate: concentrations. Elements are recorded on the transcript and the diploma.
Equivalency	Courses that are of equal credit value and which are considered to be similar enough that they always preclude one another and may serve interchangeably for the other in terms of prerequisites, co-requisites, and program requirements. These will be identified in the calendar as 'Also Listed As', and are commonly referred to as 'cross-listed courses'.
Experiential Learning	Experiential learning is the application of theory and academic content to real-world experiences within the classroom, the community, or the workplace. It may be undertaken independently or in teams. It advances learning outcomes and encourages reflection and application of skills and knowledge in contexts that prepare students for the workplace and civil society.

F

Field	A Field occurs only at the graduate level, and is defined as an identifiable area of research activity undertaken by a group of faculty of sufficient number.

Notation	Description
Flex Term	Flex Term refers to the timing of delivery of 'asynchronous' on-line courses that are currently restricted to special students and in which they may register at any time. Special students may engage with the material of these courses at their own pace. The delivery of 'asynchronous' on-line courses does not therefore conform to the usual beginning and end of Carleton University terms.
Formative Assessment	Formative assessments are those assessments of a student's work carried out during the course that act to provide feedback and guidance to the student in addition to assessing the student's performance.
Free Elective	Free electives are any approved credit course normally at the 1000-level or higher – including courses from the discipline, disciplines or intellectual areas that identify the major of the degree program in question – that may be taken to make up the number of credits required for the degree program in question.

G

General Bachelor's Program	An undergraduate, non-honours Bachelor's program requiring a minimum of 15.0 credits.

H

Honours Bachelor's Program	An undergraduate Bachelor's program requiring a minimum of 20.0 credits. Pathways to completion constituted by a thesis, research essay or significant project may demand a higher academic standard than a course-based pathway.

I

Internship	An internship is constituted through a course or sequence of courses that provides students with work experience directly related to the subject matter of their degree program. There are two types of internship: 1. Program Internship: an Option constituted by a structured sequence of at least 4.0 credits of courses at different year levels of an honours bachelors program taken in a work environment off-campus. A program internship provides students with extensive professional work experience directly related to the subject matter of their program. 2. Course Internship: an individual course within a degree program taken in a work environment either on- or off-campus that provides students with professional work experience directly related to the subject matter of their program.

L

Learning Outcomes	Learning outcomes are discipline-specific statements that describe the observable skills or abilities associated with the essential knowledge, behaviours, and/or values all students are expected to acquire by the end of a course or program of study.
Letter of Permission	A formal document issued by the University Registrar approving a student to register in a course at another institution in lieu of a Carleton course in the student's academic program. The Letter of Permission must be issued before the student takes the course for credit in a Carleton program at another institution.

M

Major	A program Element recorded on the transcript and diploma. The major is constituted by the required course credits in one or more defined disciplines or intellectual areas that define the principle focus of a student's undergraduate program and constitute the basis for the calculation of the Major CGPA.
Major CGPA	The Major CGPA is calculated as the average grade points earned on the courses that constitute the major.

Notation	Description
Mention Francais	An undergraduate Option noted on the transcript denoting specified courses taken in French, which may be used to fulfil program requirements.
Minor	A program Element at the undergraduate level recorded on the transcript and diploma. A minor is a structured set of credits that form a distinct subset of a program or intellectual area. Each Minor requires at least 4.0 and at most 5.0 credits. Access to minors may be restricted. A minor introduces a student to, or extends their knowledge of, a discipline or intellectual area.

O

Notation	Description
Option	An optional addition to or component of a program with requirements distinct from those of an Element: (i) Undergraduate: co-operative education, study abroad, Mention Francais, program internship; (ii) Graduate: co-operative education, Cotutelle (in Ph.D. programs), Dual Master's Degree (in master's programs), collaborative specialization. Options may be taken in addition to elements and are recorded on the transcript and the diploma.

P

Notation	Description
Pathway	A pathway through a program is a route to completion such as: stream, thesis, research essay, research project, or course only. Pathways may be chosen in addition to Elements and Options, and are not recorded on the transcript or diploma.
Practical Assessments	Practical assessments are those assessments, such as exams or term work, of a student's work where the tasks and conditions are similar to what they would experience in a work environment and are designed to complement their academic skills and competencies.
Prerequisite	A required course or courses that must be completed successfully before registering in the course that requires the prerequisite.
Preclusion	Courses that contain sufficient content in common that credit may not be earned for more than one of the courses. Courses that preclude one another are not necessarily considered equivalent and may or may not be interchangeable to fulfil program or specific element requirements.

Notation	Description
	A specified combination of academic requirements in a discipline or intellectual area of study which leads to a credential (for example, B.A. in Philosophy, Ph.D. in History, M.Sc. in Chemistry, Graduate Diploma in Public Policy and Program Evaluation, Certificate in the Teaching of English as a Second Language).
	There are five types of program at the undergraduate level:
	1. Single-Discipline General Program: A General Single Discipline program is a program of at least 15.0 credits in which the courses that constitute the program's major are drawn overwhelmingly from one discipline or intellectual area.
	2. Thematic General Program: A General Thematic program is an interdisciplinary program of at least 15.0 credits that concentrates on a particular interdisciplinary intellectual area or theme, and draws on courses within its major from at least three disciplines or intellectual areas.
Program	3. Single-Discipline Honours Program: A Single Discipline Honours program is a program of at least 20.0 credits in which the courses that constitute the program's major are drawn overwhelmingly from one discipline or intellectual area. Pathways to completion constituted by a thesis, research essay or significant project may demand a higher academic standard than a course-based pathway.
	4. Combined Honours Program: A Combined Honours program is a program of at least 20.0 credits in which a student fulfils the requirements for combined honours majors in two such majors from two different programs. Pathways to completion constituted by a thesis, research essay or significant project may demand a higher academic standard than a course-based pathway.
	5. Thematic Honours Program: A Thematic Honours program is an interdisciplinary program of at least 20.0 credits that concentrates on a particular interdisciplinary intellectual area or theme, and draws on courses within its major from at least three disciplines or intellectual areas. Pathways to completion constituted by a thesis, research essay or significant project may demand a higher academic standard than a course-based pathway.

R

Notation	Description
Restricted Elective	Restricted electives are courses required to fulfil elective requirements in an undergraduate program that are not free electives. The courses that may fulfil restricted elective requirements in any program are in other words prescribed by the program.
	Students should refer to individual program descriptions to determine the courses that may fulfil restricted elective requirements for a program.

S

Notation	Description
Specialization	At the graduate level the term 'collaborative specialization' refers to an Option added to a degree program that provides an experience in a discipline or intellectual area in addition to that provided in the student's home program.
	At the undergraduate level, the term 'specialization' is reserved for specific areas of concentration in programs in which the courses constituting the program's specializations are delivered overwhelmingly by academic units other than the academic unit administering the program.
Special Students	Students not admitted to a program or a degree leading to a Credential.

Notation	Description
Status	Full-time status for tuition fee purposes: 1. Undergraduate students are full-time when registered in a 60% course load per term as defined by the student's academic program: for example, registered in at least 1.5 credits per term in a 2.5 credit normal term course load. Undergraduate students should consult the website of the [Academic Advising Centre](#) to determine their eligibility for various Provincial and University services according to the number of credits taken each term. 2. Graduate students are normally admitted and must stay continuously registered as full-time. Students may apply to the Dean of Graduate and Postdoctoral Affairs for exemption from full-time status in exceptional circumstances (for example, medical circumstances); exemptions are normally granted for one term. Part-time status for tuition fee purposes: 1. Undergraduate students are part-time when registered in less than a 60% course load per term as defined by the student's academic program (for example, registered in less than 1.5 credits per term). 2. Graduate students may be admitted as part-time students and will be required to continue and complete their program as part-time; a part-time student is not eligible to register in more than 1.25 credits per term, including audit courses.
Stream	A Pathway within an undergraduate program constituted by at least 2.0 credits of courses that facilitate concentration on a particular area of study within the program. Streams are not recorded on the transcript or diploma.
Summative Assessment	Summative assessments are those assessments of a student's work carried out at the end of a course or the end of specific components of a course whose sole purpose is to constitute a judgement on a student's performance in the course or a specific component of the course.

T

Transfer Credit	Academic credit granted for individual courses successfully completed at another institution, either upon admission (admitted with advanced standing from secondary school, or transfer from college or university) or while registered with a Letter of Permission or on exchange.
Transcript	The official record of a student's academic registration and accomplishments at Carleton University.

U

Undeclared Students	Undergraduate students admitted to a degree who have not chosen a program ('declared a major') within that degree; normally, students are required to choose a program ('declare a major') before reaching second-year standing.

W

Withdrawal	A formal process for discontinuing studies in a course or a program. Undergraduate students who wish to drop all courses and terminate their registration in the academic program must follow the procedure available through the Registrar's Office. Students who have been away from the University for nine or more consecutive terms will be withdrawn and must re-apply for admission. Graduate students who wish to drop all courses and terminate their registration in the academic program must notify their department in writing of their intention to withdraw. Students who do not register for three consecutive terms or do not register continuously in their thesis, research essay, or independent research project will be withdrawn and must re-apply for admission.

New Resources

Summary

Rationale for change

Transition/Implementation

Program reviewer
comments

Key: 1808