

**University of Windsor
Program Development Committee**

*5.3 **Sociology, Anthropology and Criminology – Minor Program Changes (Graduate)**

Item for: **Approval**

MOTION: **That the admission and degree requirements for the MA in Sociology (course and thesis options), MA in Criminology (course and thesis options), and PhD in Sociology be changed according to the program/course change forms.***

**Subject to the approval of expenditures required.*

Rationale/Approvals:

- The proposal has been approved by the AAU Council, FAHSS Coordinating Council and Graduate Studies Council.
- See attached

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM "C"

TITLE OF PROGRAM/CERTIFICATE: MA Sociology, MA Criminology, PhD Sociology

DEPARTMENT/SCHOOL: Sociology, Anthropology, and Criminology

FACULTY: Arts, Humanities, and Social Sciences

Proposed change(s) effective as of [Fall, Winter, Spring]: Winter 2015

A.1 PROGRAM REQUIREMENT CHANGES

Please provide the current program requirements and the proposed new program requirements by cutting and pasting from the current undergraduate or graduate web calendar (www.uwindsor.ca/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.

Example:

Major requirements: 00-100, ~~00-101~~, 00-110, 00-210, 00-310, 00-410, plus three additional courses at the **300-level or** 400-level.

To change from one program to another requires the approval of the graduate committee.

THE MASTER OF ARTS DEGREE IN CRIMINOLOGY

Admission Requirements

For admission to the Criminology MA, applications must hold an Honours (4 year) Degree in Criminology, Sociology, or related field from an accredited university. **Applicants must apply by February 28 for fall enrolment.**

The admission criteria are as follows:

The Department's current admission criteria are as follows:

1) 77% minimum average;

2) Strong recommendations based on faculty observation of student's performance, work experience, or community involvement demonstrating clear commitment to and understanding of sociological concerns;

3) Applicant's background preparation and graduate faculty resources available in the area of specialization indicated on the application.

~~1) A minimum average of 70%;~~

~~2) Strong recommendations based on faculty observations of academic performance demonstrating clear commitment to, and understanding of, criminological concerns, or strong recommendations from a community professionals' observations of work experience or community involvement in areas relevant to criminology;~~

~~3) Consideration of the applicant's background preparation:-~~

~~a) Applicants with an honours degree in Criminology or a related field from an accredited University may be admitted into the candidate year of the M.A. program. provided they have an adequate background in criminological and sociological theory and social science methodology. Students not having a sufficient background in statistics and/or social/criminological theory may be required to take additional courses. An overall 70% average must be maintained.~~

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b) Applicants without an honours degree in Criminology or related discipline may be required to take additional courses.

c) Students transferring into Criminology from a non-related discipline and those with insufficient preparatory background may be required to take additional courses before proceeding into the candidate year. At least an overall 77% average must be maintained.

~~b) Applicants with a three-year degree in Criminology, transferring into Criminology from another discipline, or those with insufficient preparatory background may be required to take up to ten additional courses before proceeding into the candidate year. These may include: 48-210 or 48-310; 48-466; one course from 48-403, 48-404, 48-405, 48-406, 48-408 or 48-415 and six other courses at the 300 or 400 level, two of which may be outside the program. An overall 70% average must be maintained.~~

~~c) Students not having a sufficient background in statistics and/or social theory may be required to take 02-250 and 48-308 and/or 48-202 and 48-302. An overall 70% average must be maintained.~~

4) Full-time registered students admitted to the programme must normally complete all requirements for the Criminology MA **Thesis** within 24 months from commencement of study; **12 months for Criminology MA course stream**. During the end of the first year of registration, all graduate students are required to complete a progress report detailing the achievements of the previous year and the objectives for the next year. At this time, students in the Criminology MA **Thesis** will be required to declare a title and provide an abstract for their thesis as well as to list the members of their supervisory committee. Permission to continue to register in the program depends on a satisfactory report.

Program Curriculum Structure

The graduate course offerings and proposed graduate Criminology course offerings, and related graduate courses from other areas within the Department of Sociology, ~~and Anthropology,~~ **and Criminology** will complement the research focus of the core faculty in the area of criminology. ~~The Criminology MA requires the completion of coursework and the completion of an MA thesis.~~

The Department's current admission criteria are as follows:

~~(a) 77% minimum average;~~

~~(b) strong recommendations based on faculty observation of student's performance, work experience, or community involvement demonstrating clear commitment to and understanding of sociological concerns;~~

~~(c) applicant's background preparation and graduate faculty resources available in the area of specialization indicated on the application.~~

PROGRAM REQUIREMENTS

The program requirements are as follows:

CRIMINOLOGY MASTER OF ARTS – THESIS OPTION

The essential components of the Master of Arts degree in Criminology are course work and a thesis. Students are expected to complete all 5 courses in two (2) consecutive semesters; 48-790 should be taken during the 2nd semester.

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Course selections and course changes must be made in consultation with a faculty advisor (provisional).

Students accepted directly into the candidate year will proceed towards the degree by achieving at least a 70% average in all five courses.

The program requirements are as follows:

1. Course requirements: Satisfactory completion of 5 graduate courses *plus the thesis*.

Total courses: Five (5) ~~500~~ **600**-level graduate courses*, *plus the thesis*.

Major Requirements:

48-~~5664~~ Contemporary Criminological Theory;

48-~~5605~~ (Quantitative ~~Methods and Statistics and Analysis~~) or 48-~~506616~~(Qualitative Research Design ~~Methodology I~~) or 48-~~5607~~ (Survey Data);

Two other courses from 48-~~56XX~~, one of which must be 48-~~5661~~, 48-~~5662~~, 48-~~5665~~, 48-~~5667~~, **48-671** or 48-~~5668~~;

48-~~5690~~ (Directed Readings: Development of the Thesis Proposal);

48-797. MA Thesis

*One (1) course may be taken outside of the Department (48-) with prior permission from the Graduate Committee.

Faculty advisors may recommend particular courses to develop the skills necessary for thesis work. After completion of the courses, the focus shifts to the thesis which is an independent research project conducted in consultation with an advisor and thesis committee.

~~Course requirements: Satisfactory completion of 5 graduate courses *plus the thesis*.~~

~~**Total courses:** Five (5) 500-level graduate courses, *plus the thesis*.~~

~~**Major Requirements:**~~

~~48-566 Contemporary Criminological Theory;~~

~~48-505 or 48-506 (Qualitative or Quantitative Research Methods);~~

~~Two of (48-561, 48-562, 48-567, 48-568, or 48-565);~~

~~48-590 (Directed Readings: Development of the Thesis Proposal);~~

~~48-797. MA Thesis~~

The minimum passing grade in a graduate course is 70%. A student who fails to achieve a grade of 70% in a graduate course may repeat the course once (scheduling considerations may require the Graduate Committee to substitute an alternative course). If a student fails to achieve a grade of 70% in their second attempt, or fails to achieve a grade of 70% in two courses, a recommendation will normally be made to the Dean of Graduate Studies and Research that the student be required to withdraw from the program. Students are required to achieve an overall 70% average in all five courses. Students have the option of taking one graduate course outside the ~~Criminology program~~ **Department**. Permission may be required from the department or program offering the course. Advance permission from the ~~Departmental~~ Graduate Committee is required in order to take courses outside the ~~Criminology program~~ **Department**.

2. Satisfactory progress in research within each review period: The graduate committee in the Department of Sociology, ~~and Anthropology,~~ **and Criminology** will conduct a periodic review, to establish that the candidate is making adequate progress.

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3. The Proposal: Normally within the first year of the program, the student will present in the form of a seminar an outline of their proposed thesis research. This will be presented to the MA committee who must approve, with or without modifications, or reject the proposal. The proposal will be assigned a ~~letter grade~~ percentage grade.

4. The Thesis: Normally completed within the second year of the program, the student will present their main research findings in the form of a seminar. This will be presented to the MA committee who must approve, with or without modifications, or reject the thesis. Graduate students in the Criminology MA will work on specific thesis topics within the scope of the Criminology program area. Their program of studies will be formulated in consultation with their ~~graduate advisor(s) and approved by the~~ thesis supervisor, who must be would normally be from Criminology.

CRIMINOLOGY MASTER OF ARTS – COURSE OPTION

The essential component of the Master of Arts degree in criminology involves course work only.

Course selections and course changes must be made in consultation with a faculty advisor.

Students accepted directly into the candidate year will proceed towards the degree by achieving at least a 70% average across all seven courses. The minimum passing grade in a graduate course is 70%. A student who fails to achieve a grade of 70% in a graduate course may repeat the course once (scheduling considerations may require the Graduate Committee to substitute an alternative course). If a student fails to achieve a grade of 70% in their second attempt, or fails to achieve a grade of 70% in two courses, a recommendation will normally be made to the Dean of Graduate Studies and Research that the student be required to withdraw from the program.

Students have the option of taking one graduate course outside the Department. Permission may be required from the department or program offering the course. Advance permission from the Departmental Graduate Committee is required in order to take courses outside the Department.

The program requirements are as follows:

1. Course requirements: Satisfactory completion of 7 graduate courses.

Total courses: Seven (7) 600-level graduate courses*

Major Requirements:

48-664 Contemporary Criminological Theory;

48-605 (Quantitative Statistics and Analysis) or 48-606 (Qualitative Methodology) or 48-607 (Survey Data)

Five (5) additional 600-level courses, three (3) of which must be selected from 48-661, 48-662, 48-665, 48-667, 48-668, 48-671.

Two (2) of these courses may be selected from any 48-6XX course offerings.

*One (1) course may be taken outside of the Department (48-) with prior permission from the Graduate Committee.

MASTER OF ARTS DEGREES

THE MASTER OF ARTS DEGREE IN SOCIOLOGY

Admission Requirements

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Applicants must apply by ~~January 31.~~ **February 28 for fall enrolment.**

1) Applicants with an honours degree in Sociology or a related field from **an accredited university** may be admitted into the candidate year of the M.A. program. ~~provided they have an adequate background in social theory and methodology. Students will be expected to comply with the general University requirements for the Master's degree. (see section titled, The Master's Degree – Program Requirements).~~

2) Applicants without an honours degree in Sociology **or related discipline** may be required to take additional courses. ~~Besides meeting all the requirements for the Master's program in their second year, students will be expected to comply with the general University requirements. (see section titled, The Master's Degree – Program Requirements).~~

3) Students transferring into Sociology from **a non-related** another discipline and those with insufficient preparatory background may be required to take additional courses before proceeding into the candidate year. At least an overall ~~70~~**77**% average must be maintained.

4) Applicants with a three-year degree in Sociology or a related discipline **from an accredited university** may be admitted into a two-year Master's program **provided they have an adequate background in social theory and methodology.** ~~Besides meeting all the requirements of the minimum one-year Master's program in their second or further years, students will be expected to comply with the general University requirements (see section titled, The Master's Degree – Program Requirements).~~

The Department's current admission criteria are as follows:

(a) 77% minimum average;

(b) strong recommendations based on faculty observation of student's performance, work experience, or community involvement demonstrating clear commitment to and understanding of sociological concerns;

(c) applicant's background preparation and graduate faculty resources available in the area of specialization indicated on the application.

~~Students with an honours degree in Anthropology must take 02-250, 48-302, 48-308, and one course from 48-403, 48-404, 48-405, 48-406, 48-408 or 48-415, or the equivalent. At least an overall 70% average must be maintained. Students with an honours degree in Criminology must take one course from 48-403, 48-404, 48-405, 48-406, 48-408 or 48-415, or the equivalent. At least an overall 70% average must be maintained. Students with an honours degree in Family and Social Relations must take one course from 48-403, 48-404, 48-405, 48-406, 48-408 or 48-415, or the equivalent. Students not having a sufficient background in statistics and/or social theory may be required to take 02-250 and 48-308 and/or 48-202 and 48-302. At least an overall 70% average must be maintained.~~

PROGRAM REQUIREMENTS~~rogram Requirements~~

MASTER OF ARTS – THESIS OPTION

SOCIOLOGY MASTER OF ARTS – THESIS OPTION

The essential components of the Master of Arts degree in **Sociology** are course work and a thesis. Students are expected to complete all 5 courses in two (2) consecutive semesters; 48-5690 should be taken during the 2nd semester.

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~~Graduate students in the M.A. program will be expected to specialize in one of the four areas: Family, Sex, and Gender; International Development; Migration, Racialization and Ethnicity; or Work. Course selections and course changes must be made in consultation with a faculty advisor (provisional).~~

~~Students accepted directly into the candidate year will proceed towards the degree by achieving at least a 70% average in all five courses. The two required courses are: either 48-500 (Sociological Theory) or 48-501 (Classical Theories and Beyond), and either 48-505 (Quantitative Methods and Statistics) or 48-506 (Qualitative Methodology I). The other two (2) courses must include at least one in the student's area of specialization.~~

The program requirements are as follows:

1. Course requirements: Satisfactory completion of 5 graduate courses *plus the thesis*.

Total courses: Five (5) 5600-level graduate courses, plus the thesis.*

Major Requirements:

48-~~5600~~ (Sociological Theories) or 48-~~5601~~ (Classical **Social** Theories and Beyond);

48-~~5605~~ (Quantitative Methods and Statistics **and Analysis**) or 48-~~5616~~ (Qualitative **Research Design** Methodology I) or 48-~~5607~~ (Survey Data);

Two other courses from 48-~~56XX~~, 48-~~5690~~ (Directed Readings: Development of the Thesis Proposal);

48-797. MA Thesis

*One (1) course may be taken outside of the Department (48-) with prior permission from the Graduate Committee.

Faculty advisors may recommend particular courses to develop the skills necessary for thesis work. After completion of the courses, the focus shifts to the thesis which is an independent research project conducted in consultation with an advisor and thesis committee.

The minimum passing grade in a graduate course is 70%. A student who fails to achieve a grade of 70% in a graduate course may repeat the course once (scheduling considerations may require the Graduate Committee to substitute an alternative course). If a student fails to achieve a grade of 70% in their second attempt, or fails to achieve a grade of 70% in two courses, a recommendation will normally be made to the Dean of Graduate Studies and Research that the student be required to withdraw from the program.

Students have the option of taking one graduate course outside the ~~Sociology program~~ **Department**. Permission may be required from the department or program offering the course. Advance permission from the ~~Departmental~~ **Departmental** Graduate Committee is required in order to take courses outside the ~~Sociology program~~ **Department**.

SOCIOLOGY MASTER OF ARTS – COURSE STREAM OPTION

The essential component of the Master of Arts degree in ~~s~~**S**ociology involves course work only.

~~Graduate students in the M.A. program will be expected to specialize in one of the four areas: Family, Sex, and Gender; International Development; Migration, Racialization and Ethnicity; or Work. Course selections and course changes must be made in consultation with a provisional faculty advisor.~~

~~Students accepted directly into the candidate year will proceed towards the degree by achieving at least a 70% average in all seven courses. The two required courses are: either 48-500 (Sociological Theory) or 48-501 (Classical Theories and Beyond), and either 48-505 (Quantitative Methods and Statistics) or 48-506 (Qualitative~~

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~~Methodology I). Five (5) additional graduate courses are required including at least one (1) course in a declared area of specialization.~~

~~SOCIOLOGY MASTER OF ARTS – COURSE OPTION~~

The program requirements are as follows:

1. Course requirements: Satisfactory completion of 7 graduate courses.

Total courses: Seven (7) ~~5600~~-level graduate courses*

Major Requirements:

48-~~5600~~ (Sociological Theories) or 48-~~5601~~ (Classical Social Theories and Beyond);

48-~~5605~~ (Quantitative ~~Methods and~~ Statistics and Analysis) or 48-~~5606~~ (Qualitative Methodology I) or 48-~~5607~~ (Survey Data)

Five (5) additional ~~5600~~-level courses.

*One (1) course may be taken outside of the Department (48-) with prior permission from the Graduate Committee.

The minimum passing grade in a graduate course is 70%. A student who fails to achieve a grade of 70% in a graduate course may repeat the course once (scheduling considerations may require the Graduate Committee to substitute an alternative course). If a student fails to achieve a grade of 70% in their second attempt, or fails to achieve a grade of 70% in two courses, a recommendation will normally be made to the Dean of Graduate Studies and Research that the student be required to withdraw from the program.

Students have the option of taking one graduate course outside the ~~Sociology program~~ Department. Permission may be required from the department or program offering the course. Advance permission from the ~~Departmental~~ Departmental Graduate Committee is required in order to take courses outside the ~~Sociology program~~ Department.

Notes:

~~1) Students not having a sufficient background in statistics and/or social theory may be required to take 02-250 and 48-308 and/or 48-202 and 48-302.~~

~~2) Seminar classes require active class participation. Instructors may therefore take into account class participation in grading students, in accordance with Senate regulations.~~

~~3) To change from one program to the other requires approval of the Graduate Committee.~~

THE DOCTOR OF PHILOSOPHY DEGREE IN SOCIOLOGY WITH SPECIALIZATION IN SOCIAL JUSTICE

In addition to the general requirements (see section titled, The Degree of Doctor of Philosophy listed in this calendar), the following requirements must be met by all students proceeding to the Ph.D. degree in Sociology.

Admission Requirements

For admission to the PhD program in Sociology applicants must hold a Master's degree in Sociology (or equivalent) from a ~~recognized~~ an accredited university. Possession of the minimum academic requirements does not ensure acceptance.

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Applicants must apply by January 31.

Applicants must include the following:

(a) transcripts from all post-secondary institutions attended. (Transcripts must be sent directly from the institution);

(b) a statement (up to 500 words) addressing the two following questions: (i) How have you been involved in social justice issues through research, work, or community activity; And (ii) How do you envision your research contributing to social justice;

(c) a statement of a proposed area for dissertation research;

(d) a sample of written work (e.g., a term paper, thesis proposal, published work);

(e) three letters of reference in sealed envelopes with the referee's signature across the seal. At least two should be academic references. One letter should be from the MA supervisor; one can be from a non-academic referee who has been in a supervisory or mentor role. These may be sent by the applicant or under separate cover by the referees.

In addition to assessing the submissions made by the applicant to determine admissibility, the Graduate Committee takes into account (i) the availability of faculty to advise, supervise, and provide funding and research training in conjunction with their own research projects, and (ii) the diversity of subject areas represented in the applicant pool.

Program Overview

Doctoral Committee

Upon admission to the Ph.D. program, the Graduate Committee will assign a **provisional** faculty advisor whose research and teaching coincide with the applicant's area of interest. Students may submit a request to the Graduate Committee for a particular advisor.

Research undertaken as part of the doctoral program is directed by a doctoral committee consisting of an advisor from the graduate faculty of the Department of Sociology, ~~and~~ Anthropology, **and Criminology** two other faculty members from inside the department, and one faculty member from outside the department. The student should select the doctoral committee by the end of the first academic year. The membership of the doctoral committee must be approved by the Faculty of Graduate Studies and Research.

PHD SOCIOLOGY

Course work

Total courses: Five (5) ~~5~~600-level graduate courses*

Major Requirements:

48-~~60~~2 Social Theory and Social Justice **or 48-601 Classical Social Theories and Beyond or 48-5600 (Sociological Theories) (Recommendation on the particular course to be taken will be made by the graduate committee and be based on applicant's previous theoretical background).**

48-~~60~~5615 (Statistics and Quantitative Methods) or 48-~~60~~6616 (Qualitative **Research Design Methodology II**);

Two other courses from 48-~~5~~6XX,

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*~~One course from the following list of social justice courses may be included to complete the course work requirement:~~

~~Humanities Research Group: 09-599
Communication Studies: 40-501, 40-512, 40-515
History: 43-505, 43-506, 43-507, 43-508, 43-509, 43-510
Psychology: 46-657, 46-660
Social Work: 47-520, 47-521, 47-522 and 47-540
Nursing: 63-588
Business: 71-647~~

~~Permission may be required from the department or program offering the course. Advance permission from the departmental Graduate Committee is required in order to take courses outside the Sociology program Department.
Course work~~

~~Ph.D. students are required to complete five (5) graduate courses, including 48-600 and either 48-605 or 48-606. Proficiency in both quantitative and qualitative methods is required through completion of course work at the M.A. or Ph.D. level. Those without evidence of prior preparation may be required to take additional courses.~~

~~The minimum passing grade in a graduate course is 70%. A student who fails to achieve a grade of 70% in a graduate course may repeat the course once (scheduling considerations may require the Graduate Committee to substitute an alternative course). If a student fails to achieve a grade of 70% in their second attempt, or fails to achieve a grade of 70% in two courses, a recommendation will normally be made to the Dean of Graduate Studies that the student be required to withdraw from the program.~~

~~One course from the following list of social justice courses may be included to complete the course work requirement:~~

~~Humanities Research Group: 09-599
Communication Studies: 40-501, 40-512, 40-515
History: 43-505, 43-506, 43-507, 43-508, 43-509, 43-510
Psychology: 46-657, 46-660
Social Work: 47-520, 47-521, 47-522 and 47-540
Nursing: 63-588
Business: 71-647~~

~~Permission may be required from the department or program offering the course. Advance permission from the departmental Graduate Committee is required in order to take courses outside the Sociology program.~~

Comprehensive Examinations and Dissertation Proposal

After completion of all course requirements, students must demonstrate mastery of two established and distinct fields of sociological inquiry through satisfactory completion of two comprehensive examinations. Comprehensive examinations serve as preparatory work for the dissertation and enable students to develop recognized areas of expertise for teaching and career purposes.

Comprehensive Exams:

(a) Two comprehensive exams are required in the following areas: Social Theory, Methodology, Crime and Regulation, Culture and Power, Social Inequality, or Social Change, at least one of which must be in either Social Theory or Methodology.

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- (b) Students may nominate a Comprehensive Examination Committee of three faculty members for each area in which they will be examined from a list of graduate faculty in that area of competence. The Graduate Committee must approve the composition of each committee.
- (c) Responsibility for setting each exam rests with the Comprehensive Examination Committee. It is the responsibility of the committee to ensure that the questions for a student's two comprehensive exams are distinct and without duplication. These exams and committees will be monitored by the Graduate Committee.
- (d) The comprehensive examinations will have a take-home format. The exam will be given to the student seven (7) days before it is due. The students will be given three (3) questions and must answer two (2) of the questions.
- (e) Once a written comprehensive examination is submitted to the Comprehensive Examination Committee, the Committee has up to four weeks to schedule an oral defense meeting. At the end of the oral defense, a grade of pass or fail will be assigned by the Committee based on both ~~components~~ **components**. Individual Committee members may submit written feedback to the student. In the event that a student fails the comprehensive examination, the Committee is required to provide a written explanation within five (5) working days.
- (f) If a student fails a comprehensive examination, ~~he or she~~ **the student** may retake the examination once only at the discretion of the Head of the Department and the Dean of Graduate Studies and Research.
- (g) Students failing a comprehensive exam after a second attempt will be required to withdraw from the program.
- (h) Students cannot move on to another comprehensive exam until one comprehensive exam has been successfully completed.
- (i) The student has a right to appeal a failed comprehensive exam by sending a written letter to the Graduate Committee, detailing the reason(s) for the appeal.

Dissertation Proposal

The dissertation proposal should be a concise document of no more than 20 pages that discusses: the central research topic of the dissertation; the significance and advancement research literature; the theoretical framework guiding the research; proposed research methods; a plan and schedule for completion of the thesis; the feasibility of the research project; and ethical issues raised by the research. The grant proposal format mandated by such major funding agencies as the Social Sciences and Humanities Research Council or the Canadian Institutes for Health Research can be used as a standard format for the proposal.

The dissertation proposal must be approved at a meeting of the doctoral committee before the research can proceed. The purpose of the meeting is to reach an agreement that the research is well-designed, feasible, and appropriately grounded in the relevant research literature. All doctoral students are required to comply with the ethical principles, values, and standards of ~~The Tri-Council the Canadian Sociology and Anthropology Association's Code of Ethics~~. A proposal for doctoral research involving human subjects must be approved by the University of Windsor Ethics Review Board before dissertation research can begin.

Dissertation Research

The dissertation is normally a book-length manuscript that makes an original contribution to knowledge. The dissertation should display a sophisticated awareness of the theoretical, methodological, and practical choices made during the research process and the implications of the research.

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Dissertation research and writing processes vary significantly, depending on the methods used and preferences in working style. The student and supervisor should meet often during the research process, reviewing written work at regular intervals. The full doctoral committee shall meet for an assessment of progress at least twice a year.

The dissertation research process culminates with an oral defence. The doctoral committee will recommend to the candidate when the thesis is ready to defend. An examiner from outside the university will be selected by the doctoral committee for the final defence of the dissertation, subject to the approval of the Department Head and the Dean of Graduate Studies and Research. The external examiner must be a nationally or internationally recognized expert in the area of the candidate's research. The external examiner does not participate in the direction of the research project, but appraises the dissertation and participates in the final oral examination.

A.2 MINOR COURSE CHANGES REQUIRING ADDITIONAL RESOURCES OR AFFECTING DEGREE REQUIREMENTS

*If this is a minor course and calendar change (usually noted on a Form E) requiring additional resources or affecting degree requirements, please provide the current course information and the proposed new course information by cutting and pasting from the current undergraduate or graduate web calendar and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.*

*Examples of minor course changes include: deleting courses, course description changes, pre/anti/co- requisite changes, contact hour/lab requirement changes, course title changes, renumbering courses, and/or cross-listing courses. Minor course calendar changes, which do not require additional resources or do not affect degree requirements, should be submitted on a **Form E**.*

N/A

B. RATIONALE

Please provide a rationale for the proposed change(s).

Changing all of our graduate courses to the same level numbering is in line with other Graduate Sociology Departments across Canada. Splitting the qualitative research methodology courses to focus on more specific research designs for thesis or dissertation students and another course for course stream students who can engage with various research methodologies makes for a much stronger pedagogical delivery and is in line with students' preferences and requests.

C. RESOURCES N/A

C.1 Available Faculty and Staff Resources (QAF sections 2.1.7, 2.1.8, 2.1.9 and 2.1.10)

Describe all faculty and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s).

No change to current.

C.1.1

Provide an assessment of faculty expertise available and committed to actively support the revised program.

No change to current.

C.1.2

Describe the area's expected reliance on, and the role of adjunct, limited-term, and sessional faculty in delivering the revised program.

No change to current.

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C.1.3

For graduate programs: Explain how supervisory loads will be distributed, and describe the qualifications and appointment status of faculty who will provide instruction and supervision in the revised program.

No change to current.

C.1.4

For graduate programs: Where appropriate to the revised program, provide evidence that financial assistance for graduate students will be sufficient to ensure adequate quality and numbers of students.

No change to current.

C.2 Other Available Resources

Provide evidence that there are adequate resources available and committed to the revised program to sustain the quality of scholarship produced by undergraduate students as well as graduate students' scholarship and research activities, including for example:

- staff support,
- library,
- teaching and learning support,
- student support services,
- space,
- equipment,
- facilities
- GA/TA

No change to current.

C.3 Resource Implications for Other Campus Units (MTCU sections 3 and 4)

Describe the reliance of the proposed program revisions on existing resources from other campus units, including for example:

- existing courses,
- equipment or facilities outside the proposer's control,
- external resources requiring maintenance or upgrading using external resources

Provide relevant details.

None.

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; MTCU section 4)

List all **anticipated new resources** originating from within the area, department or faculty (external grants, donations, government grants, etc.) and committed to supporting the revisions to this program.

None.

C.5 Planned Reallocation of Resources and Cost-Savings (QAF section 2.1.7 and 2.1.9; MTCU section 4)

Identify all opportunities for

- internal reallocation of resources and
- cost savings

identified and pursued by the area/department in support of the revisions to this program. (e.g., streamlining existing programs and courses, deleting courses, etc.)?

None.

**PROGRAM DEVELOPMENT COMMITTEE
MINOR PROGRAM CHANGES
FORM "C"**

C.6 Additional Resources Required – Resources Requested (QAF section 2.1.7 and 2.1.9)

*Describe all **additional faculty, staff and GA/TA resources** (in all affected areas and departments) required to run the revised program.*

Faculty: n/a

Staff: n/a

GA/TAs: n/a

C.6.1

*Describe all **additional institutional resources and services** required by all affected areas or departments to run the revised program, including library, teaching and learning support services, student support services, space and facilities, and equipment and its maintenance.*

Library Resources and Services: n/a

Teaching and Learning Support: n/a

Student Support Services: n/a

Space and Facilities: n/a

Equipment (and Maintenance): n/a