

NOTICE OF MEETING
There will be a meeting of the
PROGRAM DEVELOPMENT COMMITTEE (PDC)
Wednesday, February 24, 2021 at 2:00pm-4:00pm
MS Teams (Virtual)
AGENDA

Formal Business

- 1 Approval of Agenda**
- 2 Minutes of Meeting of January 18, 2021**
- 3 Business Arising from the Minutes**
- 4 Outstanding Business**

Item for Approval

- | | |
|---|---|
| 5 Reports/New Business | |
| *5.1 Political Science - Request for Waiver of Course Deletions | John Sutcliffe
PDC210224-5.1 |
| *5.2 Communication, Media and Film - Request for Waiver of Course Deletion | Johanna Frank
PDC210224-5.2 |
| *5.3 Languages Literatures and Culture -Request for Waiver of Course Deletions | Antonio Rossini
PDC210224-5.3 |
| *5.4 MBA/JD Business (Graduate)– Minor Program Changes (Form C) | Kent Walker
PDC210224-5.4 |
| *5.5 MBA Business (Graduate)– Minor Program Change (Form C) | Kent Walker
PDC210224-5.5 |
| *5.6 Business (Graduate) – New Course Proposal | Kent Walker
PDC210224-5.6 |
| *5.7 PhD Physics (Graduate) – Minor Program Changes (Form C) | Steven Rehse
PDC210224-5.7 |
| *5.8 MSc Physics (Graduate) – Minor Program Changes (Form C) | Steven Rehse
PDC210224-5.8 |
| *5.9 BFA in Acting – Minor Program Changes (Form C) | Lionel Walsh
PDC210224-5.9 |
| *5.10 Computer Science – Minor Program Changes (Form C) | Imran Ahmad
PDC210224-5.10 |
| *5.11 Chemistry and Biochemistry – Minor Program Change (Form C) | Sirinart Ananvoranich |

5.12 Bachelor of Forensic Science – Minor Program Changes (Form C)*Maria Cioppa**
PDC210224-5.12***5.13 FAHSS (Digital Journalism) – Minor Program Changes (Form C)****Cheryl Collier**
PDC210224-5.13**Items for Information*****5.14 Business (Graduate) – Summary of Minor Course and Calendar Changes (Form E)****Kent Walker**
PDC210224-5.14***5.15 Disability Studies – Summary of Minor Course and Calendar Changes (Form E)****Dana Levin**
PDC210224-5.15***5.16 Dramatic Art – Summary of Minor Course and Calendar Changes (Form E)****Lionel Walsh**
PDC210224-5.16***5.17 Mathematics and Statistics – Summary of Minor Course and Calendar Changes (Form E)****Rick Caron**
PDC210224-5.17**Item for Information/Discussion****5.18 BA (Honours) Media Arts and Culture – Interim Report****Lee Rodney/Nick Papador**
PDC210224-5.18**6 Question Period/Other Business****7 Adjournment**

Please carefully review the 'starred' (*) agenda items. As per the June 3, 2004 Senate meeting, 'starred' item will not be discussed during a scheduled meeting unless a member specifically requests that a 'starred' agenda item be 'unstarred', and therefore open for discussion/debate. This can be done any time before (by forwarding the request to the secretary) or during the meeting. By the end of the meeting, agenda items which remain 'starred' (*) will be deemed approved or received.

**University of Windsor
Program Development Committee**

***5.1: Political Science - Request for Waiver of Course Deletions**

Item for: **Approval**

MOTION: That the Request for Waiver of Course Deletions for the following courses, be approved:

POLS-3790 Politics and Culture

POLS-4120 Canadian Federalism

POLS-4400. Remaking North America: Geographic Perspectives on US-Canada Politics

Rationale:

- Areas that wish to request a waiver of a course deletion should forward a 'Request for a waiver of the course deletion' to PDC. Following a positive review of the request, the course will be removed from the published Calendar, and placed into a two-year course bank, as per the Senate resolution of March 21, 2002.
- The Department of Political Science is requesting a waiver of deletion concerning three courses not taught since 2016.
- The proposal was approved by Department of Political Science Council and the Faculty of Arts, Humanities and Social Sciences Coordinating Council
- *See attached.*

1. Faculty, Department, and Program Title

FAHSS, Political Science

2. Course Number and Title

POLS-3790 Politics and Culture

3. Credit hours, Total Contact hours and Delivery format

3 credit hours, 36, Lecture

4. Calendar Description

An examination of political themes as reflected in different forms of popular culture, including cinema and the media. Topics may include: war and cinema, and how commercial interests are portrayed in mass media. While the course may focus on different forms of cultural expression, the emphasis will be on understanding and evaluating how politically relevant themes are influenced and shaped for the mass public.

5. Pre/co/anti-requisites

N/A

6. RATIONALE FOR KEEPING THE COURSE**6.1 The purpose of the course within the program of study.**

This class can be offered by two professors in the department and possibly others. It is a class that focuses on the importance of culture in political life and vice versa. The class draws attention to one of the many ways in which politics affects everyday life.

6.2 Student Demand for Course - a clear statement on the student demand for the course.

This class was last offered in F2013. It had an enrolment of 66 (75 max). Given the length of time since it was last offered, our expectation is that it will have a high enrolment the next time it is offered.

6.3 Relationship to Unit's Strategic Plan and the University's Strategic Plan.

This course fits with the emphasis given to Community, Media and Film in the University's Strategic Mandate Agreement.

6.4 Explanation of why the course has not been offered over the past years.

The professors who have taught this class have been required to teach other classes over the last few years as a result of student demand and the department's limited teaching resources.

6.5 Whether the course will be offered in Fall 2018. If not, why will it not be offered?

The class has been placed on the teaching load for Dr. Andrew Richter for the 2021-22 academic year. It will be offered in winter 2022.

7. RESOURCE IMPLICATIONS

There are no resource implications for this request. There are two professors who can teach this class as part of their course loads.

1. Faculty, Department, and Program Title

FAHSS, Political Science, Political Science BA (G) (H)

2. Course Number and Title

POLS-4120 Canadian Federalism

3. Credit hours, Total Contact hours and Delivery format

3 credit hours, 36, lecture

4. Calendar Description

A review of current literature and development on such topics as federalism, intergovernmental relations, and the role of Quebec.

5. Pre/co/anti-requisites

Restricted to Semester 7 and 8 Political Science majors.

6. RATIONALE FOR KEEPING THE COURSE**6.1 The purpose of the course within the program of study.**

While not a required class for students in a Political Science degree, this is clearly a very important class for the study of politics in Canada. Politics at the federal level have a significant impact on all other levels of government in Canada as well as Canada's place in the international system.

6.2 Student Demand for Course - a clear statement on the student demand for the course.

The class was last offered in w2016 by Dr. Cheryl Collier. It had an enrolment of 6/10 (note that it was cross listed with a graduate class).

6.3 Relationship to Unit's Strategic Plan and the University's Strategic Plan.

The plan fits within the Strategic Mandate Agreement's emphasis on economic development in the regional and global economy. Federal government policies and practices have a clear impact on regional economic developments.

6.4 Explanation of why the course has not been offered over the past years.

In the past four years, for different reasons, we have seen a reduction in the courses on Canadian politics that we can offer. Dr. Collier, who previously taught this course, has had three years of administrative positions that limited her teaching. Dr. Richez has been on maternity leave and will be on sabbatical in 2021-22.

6.5 Whether the course will be offered in Fall 2018. If not, why will it not be offered?

We are planning to offer this class in the 2021-22 academic year. We may have to change this plan depending on the decision regarding the new dean of FAHSS and the impact this will have on course offerings.

7. RESOURCE IMPLICATIONS

There are no resource implications for keeping this class. There are four professors who can potentially teach this class.

1. Faculty, Department, and Program Title

FAHSS, Political Science, BA Political Science (G) and (H); International Relations and Development Studies (H)

2. Course Number and Title

POLS-4400 Remaking North America: Geographic Perspectives on US-Canada Politics

3. Credit hours, Total Contact hours and Delivery format

3, 36, Lecture

4. Calendar Description

The political geography of the United States and Canada, in regional and global context, focusing on the political, cultural, and economic factors and processes shaping the two countries' internal political character, external relations, and bilateral relationship. Topics covered may include regional political cultures in the US and Canada, political and economic integration under NAFTA, American and Canadian electoral geographies, comparative analysis of immigration policy, and the meaning of the US/Canada border in the context of globalization. (Restricted to Semester 7 and 8 Political Science majors and Semester 7 and 8 International Relations majors. Students are recommended to take POLS-2300 before taking this course).

5. Pre/co/anti-requisites

Restricted to Semester 7 and 8 Political Science majors and Semester 7 and 8 International Relations majors. Students are recommended to take POLS-2300 before taking this course.

6. RATIONALE FOR KEEPING THE COURSE**6.1 The purpose of the course within the program of study.**

This course is an important option for students in both the Political Science BA degrees and the International Relations and Development Studies BA.

6.2 Student Demand for Course - a clear statement on the student demand for the course.

The class was last offered in Fall 2016 (by Dr. Bill Anderson) and was fully enrolled (25/25 students).

6.3 Relationship to Unit's Strategic Plan and the University's Strategic Plan.

This class is clearly linked to the emphasis in the SMA to 'Windsor-Detroit's highly integrated cross-border economy. Bilateral trade relations generate prosperity, but also greater economic volatility, necessitating a versatile, learning-oriented workforce'. This class teaches students about the extent to which the North American economy is interconnected.

6.4 Explanation of why the course has not been offered over the past years.

This course is part of Dr. Jamey Essex's teaching load. Dr. Essex has not been able to teach the course recently because his administrative responsibilities and parental leave have reduced the number of courses he has taught over the past three years. In addition, the class has previously been offered by Dr. Bill Anderson. His new administrative role means he has not taught for the department in the last three or four years.

6.5 Whether the course will be offered in Fall 2018. If not, why will it not be offered?

The course is scheduled to be taught in the 2022-23 academic year.

7. RESOURCE IMPLICATIONS

There are no resource implications for keeping this class. It will be offered as part of Dr. Essex's regular teaching load.

**University of Windsor
Program Development Committee**

***5.2 Communication, Media and Film - Request for Waiver of Course Deletion**

Item for: **Approval**

**MOTION: That the Request for Waiver of Course Deletions for the following courses, be approved:
CMAF-3610. Public Relations Today: Issues and Practices**

Rationale:

- Areas that wish to request a waiver of a course deletion should forward a 'Request for a waiver of the course deletion' to PDC. Following a positive review of the request, the course will be removed from the published Calendar, and placed into a two-year course bank, as per the Senate resolution of March 21, 2002.
- The proposal was approved by Department of Communication, Media and Film Council and the Faculty of Arts, Humanities and Social Sciences Coordinating Council.
- *See attached.*

1. Faculty, Department, and Program Title:

Communication, Media and Film

2. Course Number and Title: CMAF-3610. Public Relations Today: Issues and Practices

3. Credit hours, Total Contact hours and Delivery format

(3.0 Credit Hours)

4. Calendar Description

This course explores the contemporary world of public relations. Through case studies and in-class exercises, students will assess a variety of strategies and techniques and apply them in the planning and execution of public relations campaigns deliverable across a variety of platforms. Topics may include: PR in the social media age; media relations, journalism and PR; PR and ethical considerations. (Prerequisite: CMAF-2610 or CMAF-2820.)

5. Pre/co/anti-requisites

CMAF-2610 or CMAF-2820

6. RATIONALE FOR KEEPING THE COURSE

6.1 The purpose of the course within the program of study.

The prerequisite to this course (CMAF-2610 and CMAF-2820) are taught routinely by two faculty who, in the past 5 years, have been on leaves and/or course releases for service work to the department or FAHSS. For these reasons, CMAF-3610 (the course we're requesting for waiver) has not been offered; however, beginning 2021-22, the faculty who teach this course will be back in full and we anticipate the course to reenter teaching-load circulation.

6.2 Student Demand for Course - a clear statement on the student demand for the course.

The prerequisite courses are very popular and fill up at 60-80 students each term they're offered, so we anticipate CMAF-3610, when it's offered, to also be popular. Most of our 3000-level courses, of which this is one, are "a la carte" in that the Honours degree allows student to select 13 courses, at least two of which must be at the 3000-level.

6.3 Relationship to Unit's Strategic Plan and the University's Strategic Plan.

CMF is a department that offers several "streams" to the degree. PR is one stream, linked with marketing.

6.4 Explanation of why the course has not been offered over the past years.

As stated above, the two faculty who teach this course have been on leaves (sabbatical, admin, parental) or serving in other roles (assistant dean, undergrad studies chair, grad studies chair) that informs their teaching load.

6.5 Whether the course will be offered in Fall 2018. If not, why will it not be offered?

It will be offered in 2022-23.

7. RESOURCE IMPLICATIONS

N/A

**University of Windsor
Program Development Committee**

***5.3: Languages, Literatures and Cultures - Request for Waiver of Course Deletions**

Item for: **Approval**

MOTION: That the Requests for Waiver of Course Deletions for the following courses be approved:

ARAB-1100	Introduction to Arabic I
ARAB-2100	Intermediate Arabic I
ARAB-2110	Intermediate Arabic II
FREN-3500	French Literature Middle Ages and Renaissance
ITLN-4000	Proficiency in Italian
ITLN-4010	Proficiency in Written Italian
SPAN-4000	Proficiency in Spanish

Rationale

- Areas that wish to request a waiver of a course deletion should forward a 'Request for a waiver of the course deletion' to PDC. Following a positive review of the request, the course will be removed from the published Calendar, and placed into a two-year course bank, as per the Senate resolution of March 21, 2002.
- The Department of Languages, Literature and Cultures (LLC) is requesting a waiver of deletion concerning all the courses not taught since 2016.
- The courses in French, Italian, and Spanish are necessary to help a few students who, from time to time, happen to be exempted from elementary language instruction levels and are, therefore, short of credits. These courses are almost always taught in voluntary overload.
- The Department of Languages, Literature and Cultures will be able to offer more Arabic language instruction course in light of a new established agreement with the University of Strasbourg.
- Based on the agreement between Universities the Department would be able to offer two Arabic Language training courses taught by a Lecturer from Strasbourg. Strasbourg has the largest language Department in Europe.
- The proposed change has been approved by the Department of Languages, Literature and Cultures and the Faculty of Arts, Social Science and Humanities Coordinating Council.
- *See attached.*

1. Faculty, Department, and Program Title

FAHSS/Languages, Literatures and Cultures/French Studies

Course Number and Title:

ARAB-1100	Introduction to Arabic I
ARAB-2100	Intermediate Arabic I
ARAB-2110	Intermediate Arabic II
FREN-3500	French Literature Middle Ages and Renaissance
ITLN-4000	Proficiency in Italian
ITLN-4010	Proficiency in Written Italian
SPAN-4000	Proficiency in Spanish

2. Credit hours, Total Contact hours and Delivery format

All of the courses are 3.0 credit hours.

3. Calendar Descriptions

ARAB-1100. Introduction to Arabic I

Introduces vocabulary and the basic elements of Arabic language structure. Students will acquire a basic level of expertise in the four communication skills: listening, speaking, reading and writing. (Only for students with no prior knowledge of Arabic.

ARAB-2100. Intermediate Arabic I

The course targets the four basic language skills of modern standard Arabic: listening, speaking, reading, and writing. Reading and writing assignments in this class will expose students to a large variety of vocabulary and topics in religion, culture, and politics. Students are expected to read, to report on written material in Arabic (newspapers, comics, magazines), and to listen to Arabic news and songs. The ultimate objective of the course is to help them to acquire and to apply language tasks such as paraphrasing and summarizing short texts, communicating their points of view in writing and speaking, as well as describing and narrating events. (Prerequisite: ARAB-1100 and ARAB-1110, or permission of instructor.)

ARAB-2110. Intermediate Arabic II

This course will serve as a continuation of Intermediate Arabic I with equal emphasis on speaking, reading, oral and aural skills. The course will cover advanced aspects of grammar and structure of modern written Arabic. Selected readings from contemporary Arabic culture and politics will be introduced into the curriculum and will serve as basis for reading and conversation. (Prerequisite: ARAB-2100, or permission of instructor.)

FREN-3500. French Literature of the Middle Ages and the Renaissance

This course will examine the major authors and genres of the Middle Ages and the Renaissance, from the twelfth to the sixteenth century, including: the chanson de geste, the love songs of the troubadours, the Arthurian Romance, the sonnets of Ronsard, and the works of Rabelais. (Prerequisite: FREN-1410.)

ITLN-4000. Proficiency in Italian

Emphasis is placed on understanding a wide range of demanding and longer texts (press, literature, etc.) Students will enhance their ability to express themselves fluently and spontaneously. Students will use the target language flexibly and effectively for social, academic and professional purposes. Students will learn to communicate fluently in the target language using complex grammar structures as well as complex text production. (Prerequisite: ITLN-3010 or permission of instructor.)

ITLN-4010. Proficiency in Written Italian

This course seeks to consolidate and enhance writing and reading skills at an advanced level of proficiency. Topics of study may include translation techniques, mastery of complex syntactical structures, study of disparate texts (e.g. academic, journalistic, literary). (Pre-requisite: ITLN-3010).

SPAN-4000. Proficiency in Spanish

Emphasis is placed on understanding a wide range of demanding and longer texts (press, literature, etc.) Students will enhance their ability to express themselves fluently and spontaneously. Students will use the target language flexibly and effectively for social, academic and professional purposes. Students will learn to communicate fluently in the target language using complex grammar structures as well as complex text production. (Prerequisite SPAN-3010 or permission of instructor)

4. Pre/co/anti-requisites

(See above for calendar descriptions).

5. RATIONALE FOR KEEPING THE COURSE

6.1 The purpose of the course within the program of study.

The Department asks for a waiver of deletion concerning all the courses not taught since 2016 for the following reasons:

- 1) Thanks to a recently established agreement with the University of Strasbourg, the Department of LLC will be able to offer more Arabic Language instruction courses, so that the students will be able to complete their Minor in Arabic Studies more easily. Also, these courses are currently used for granting equivalencies;
- 2) All the remaining courses in French, Italian, and Spanish are necessary to help a few students who, from time to time, happen to be exempted from elementary language instruction levels and are, therefore, short of credits. These courses are almost always taught in voluntary overload; also, due to unforeseen circumstances, a student might need an extra course in the field or a course equivalency.

6.2 Student Demand for Course - a clear statement on the student demand for the course.

Given the Financial constraints of the Department, these courses may always be needed by a good number of students. Also, given the size of the Department it would be prudent to keep some courses as potential Directed Reading ones because some other courses may not be offered due to sabbaticals.

6.3 Relationship to Unit's Strategic Plan and the University's Strategic Plan.

Preservation of the courses would ensure an excellent student experience avoiding delays in graduating.

6.4 Explanation of why the course has not been offered over the past years.

The Arabic courses were suspended because of COVID-19. The Language training courses in Italian and Spanish as well as the French Literature course have not been offered because of Instructors being already in overload.

6.5 Whether the course will be offered in Fall 2021. If not, why will it not be offered?

Most of these courses might be offered in Fall 2021 depending on students' needs.

6. RESOURCE IMPLICATIONS

There are no resource implications for retaining these courses in the calendar.

University of Windsor
Program Development Committee

*5.4: **Business (Graduate)/Law - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the degree requirements for the MBA/JD program be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the Odette School of Business Council, Faculty of Law and the Faculty of Graduate Studies Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	Master of Business Administration
DEPARTMENT(S)/SCHOOL(S):	Odette School of Business
FACULTY(IES):	Odette School of Business

Proposed change(s) effective as of* [Fall, Winter, Spring]: <i>*(subject to timely and clear submission)</i>	Fall, 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: Degree requirements: 00-100, ~~00-101~~, 00-110, 00-210, 00-310, 00-410, plus three additional courses at the **300-level or 400-level**.*

Integrated MBA/JD Program

This special program provides students interested in a career combining management and legal skills with an opportunity to complete the M.B.A. and J.D. degrees in four years. The program is jointly administrated by representatives of the Odette School of Business, the Faculty of Law, and the Faculty of Graduate Studies.

Admission Requirements

The admission procedure for the integrated program consists of two stages. At the first stage, students applying to the program must meet the admission requirements of both the MBA. and JD programs. Therefore separate applications must be submitted to the Faculty of Law and the Faculty of Graduate Studies for admission to the regular degree program in Law and the MBA. To facilitate academic and career planning, it is strongly suggested that these applications be made simultaneously. Students who are accepted to both the MBA and JD programs will be accepted to the integrated program, and will proceed to attend first year in either Faculty. Such students will be granted a deferred admission to the other Faculty in the program. This special deferred admission will be revoked if the applicant's performance in the first program fails to meet the first-year academic standards of the program. In such case the applicant may re-apply for regular admission to the second degree program. Applications will also be considered for entry to the program from candidates who are attending the first year of either the JD or MBA. programs. They must meet the admissions requirements and application deadline for the program for which they are seeking entry.

For information on Application to the integrated MBA/JD visit the Faculty of Law at: <http://www.uwindsor.ca/law/344/how-apply-mbajd>.

TERM PLANNING

The MBA/JD. Program offers students the opportunity to experience two enriching education experiences, two degrees, in an accelerated, integrated manner.

MBA/JD students can enter into the program in one of two ways:

- i) Defer law studies for one year, complete ~~18-15~~ course credits toward the MBA (with only the Major Paper (BUSI-8960), weighted at two course credits, remaining for completion) and then study Law in the regular manner for three years.
- ii) Complete Year 1 of law studies and take a one-year leave of absence from Law. Once at the Odette School of

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

Business, complete ~~18~~¹⁵ course credits toward the MBA (again, with only the Major Paper (BUSI-8960) remaining for completion) and then return to Law and study in the regular manner for the remaining two years.

Option (i) is preferred because it allows the student to study with a cohort in both programs; however, students interested in the MBA who have completed only the first year of Law at the University of Windsor will have no problem completing the requirements in the two remaining years of study.

The sequence of courses would be identical to those studied by all MBA students, with ~~two~~ one exceptions (noted in italics). ~~In Module semester 2 and extending into Module semester 3, MBA/JD students will be required to complete one extra credit, an independent study (Directed Study BUSI-8661), to bring their eventual total to 18 course credits. This independent study is a business course (Directed Study BUSI-8661), completed through Odette, and it should not be confused with the Supervised Research Option available through Law.~~ With earning the ~~18~~¹⁵ M.B.A. course credits, only the major paper (again, worth the equivalent of two courses) would remain to complete the program. The sequence is presented below:

Please note that students will be registered in Module 4 for the Major Paper (BUSI-8960), which will receive 'IP' status at the end of the module.

~~Module 1: Business Fundamentals~~

~~BUSI-8010 Interpersonal Dynamics~~

~~BUSI-8020 Core Concepts of Accounting I~~

~~BUSI-8030 Introduction to Financial Management~~

~~BUSI-8050 Marketing Management.~~

~~BUSI-8110 Research Methodology~~

~~Module 2: New Ventures~~

~~BUSI-8100 Core Concepts of Accounting II~~

~~BUSI-8120 Financial Management.~~

~~BUSI-8130 Human Resources Management.~~

~~STEN-8900 Entrepreneurship: New Venture Formation and Management~~

~~+ BUSI-8661 Directed Study (for MBA/JD students only)~~

~~Module 3: Managing Growth~~

~~BUSI-8040 Quantitative Techniques in Management~~

~~MGMT-8600 Business Ethics and Sustainability~~

~~MKTG-8310 Consumer Behaviour~~

~~STEN-8110 Project Planning I~~

~~Module 4: Managing in a Mature Market~~

~~MGMT-8460 Dynamics of Business Negotiations~~

~~STEN-8980 Strategic Management~~

~~BUSI-8140 Management Information Systems.~~

~~STEN-8120 Project Planning II~~

~~+ BUSI-8960 Major Paper (for MBA/JD students only)~~

Fall

BUSI-8010 Leadership and Interpersonal Dynamics

BUSI-8020 Core Concepts of Accounting I

BUSI-8030 Introduction to Financial Management

BUSI-8050 Marketing Management

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MINOR PROGRAM CHANGES

FORM C

BUSI-8140 Digital Business Systems

Winter

BUSI-8100 Core Concepts of Accounting II

BUSI-8120 Financial Management.

BUSI-8130 Human Resources Management.

STEN-8900 Entrepreneurship: New Venture Formation and Management STEN-8110 Project Management I

Summer

MGMT-8600 Business Ethics and Sustainability

MGMT-8460 Dynamics of Business Negotiations

STEN-8120 Project Management II

STEN-8980 Strategic Management

BUSI-8150 Business Analytics

+ BUSI-8960 Major Paper (for MBA/JD students only)

To complete the two degrees, as stated, students commence (or return to) law studies in September. They are registered in Law and finish the remaining two or three years of the program (whichever is applicable). During the final year of Law studies (likely in the winter semester), the students will also submit and present their major papers. Once completed, a grade is assigned for the Major Paper and the ~~20~~ **17** course credits required for the MBA are fulfilled.

~~The sequence conforms as closely as possible to the parameters that guided the old program sequence. In fact, the present model is actually simpler, without the multiple changes in program status that were required with the old two-year MBA.~~

The registration of students is straightforward. While studying for the core ~~18~~ **15** course credits of the MBA., all students are registered full-time in the MBA (from September until August). However, when they return to Law the following autumn, the students will revert to full-time Law. They will complete the Major Paper (BUSI-8960) under that status, using the MBA/JD program status in SISUwinSite. Once completed, the Major Paper (BUSI-8960) will have its "IP" status converted to the grade that was earned.

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).

Changes are required to the JD/MBA program because of the forthcoming changes to the MBA program in fall 2021 and approved in the summer of 2020. The MBA program has switched from a module system to semesters (changes noted above). The only other change is that the full time program has dropped from 20 to 17 courses, with only 2

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MINOR PROGRAM CHANGES

FORM C

courses required in the second Fall semester. This requires the deletion of the independent study (Directed Study BUSI 8661) from the JD/MBA program, reducing their final semester in the MBA program from 3 courses to 2, and making their total course number 17 instead of 20, consistent with the regular MBA program.

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In developing this articulation agreement or degree completion program, how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

All course outlines of the Odette School of Business recognizes that the Odette School of Business and the University of Windsor sit on the Traditional territory of the Three Fires confederacy of First Nations, comprised of the Ojibway, the Odawa, and the Potawatomie. Odette School of Business encourages course developers and instructors to incorporate Indigenous content, perspectives, or material into the curriculum.

C. RESOURCES

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

Describe, in general terms, 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). Please do not name specific individuals.

The Odette School of Business faculty and staff are committed to the support of the program and its changes. The administrative staff have assessed the changes to ensure they do not pose any risks regarding recruitment, organizational needs or secretarial governance. In some cases, qualified sessional instructors or limited term appointments may be engaged in delivering a course, if needed, e.g. when a core instructor is on sabbatical or number of sections increased.

C.1.1 Faculty Expertise in Support of the Revised Program

Provide an assessment of faculty expertise available and committed to actively support the revised program. Please do not name specific individuals.

The existing Odette School of Business faculty members, in all areas of study can support the revised program.

C.1.2 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

The Odette School of Business generally employs full-time faculty members to teach courses. However, adjunct and/or sessional faculty members are regularly used to teach approximately 20% to 25% of course offerings for the full time program. The appointment of any adjunct and/or sessional faculty is in keeping with all graduate faculty regulations related to the appointment of faculty to teach within the program. Instructors are sought in accordance with procedures agreed on by the Odette School of Business and may include advertising, both externally and internally in the appropriate AAU(s), and by direct solicitation. Those appointed will have relevant experience and qualifications. The appointments are, made by the Dean of Business following recommendation by the AAU appointments committee in the Faculty that is responsible for the academic aspects of the program.

C.1.3 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

The MBA Full Time program is offered on-load in accordance with the Windsor University Faculty Association Collective Agreement.

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

C.1.4 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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.

Not applicable.

C.2 Other Available Resources (Ministry sections 3 and 4)

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

The existing support services, space, equipment and facilities at Odette are sufficient to sustain the quality of scholarship. We expect that this change will enhance the quality of scholarship produced by graduate students and better career potentials by providing them with further training in the areas associated with data analytics.

C.3 Resource Implications for Other Campus Units (Ministry 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.

The proposed program changes have no influence on the existing resources of other campus units.

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

The program relies on the existing resources.

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

Describe 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.).

Cost savings occur by eliminating the previously required independent study course (Directed Study BUSI 8661).

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 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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.*

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

Library Resources and Services:	No additional library resources or services are likely required. Continued access to existing library resources should be adequate.
Teaching and Learning Support:	No additional teaching and learning support services are likely required. Continued access to existing resources should be adequate.
Student Support Services:	No additional student support services are likely required. Continued access to existing resources should be adequate.
Space and Facilities:	No Additional Space and Facilities will be required to run the revised program. The existing area within the Odette building will be adequate.
Equipment (and Maintenance):	No additional equipment are likely required. Continued access to existing resources should be adequate.R

University of Windsor
Program Development Committee

***5.5 Business (Graduate) - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the degree requirements for the MBA program be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the Odette School of Business Council and the Faculty of Graduate Studies Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	Master of Business Administration MBA for Managers and Professionals
DEPARTMENT(S)/SCHOOL(S):	Odette School of Business
FACULTY(IES):	Odette School of Business

Proposed change(s) effective as of* [Fall, Winter, Spring]: <i>*(subject to timely and clear submission)</i>	Fall, 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.
Example: Degree requirements: 00-100, ~~00-101~~, 00-110, 00-210, 00-310, 00-410, plus three additional courses at the **300-level or 400-level**.*

Business Administration (MBA) (For Managers and Professionals)

Program Curriculum Structure

Total Courses: 17:

Targeted at mid-career professionals, the MBA for Managers and Professionals (M&P) is optimized for students to maintain their current career while building the skills and knowledge necessary for leadership positions in the 21st century business environment.

Admission Requirements

Admissions to the Odette MBA program are highly selective and seek students who can understand complex issues, manage multiple projects and communicate effectively.

Applicants must have:

An undergraduate degree with a minimum grade point average of 70% or above in their last two years.

A completed Graduate Management Admission Test (GMAT) with an average score of 550 for accepted applicants.

Applicants must also upload one letter of reference, a resume, a letter of intent and will be subject to a qualifying personal interview.

Odette MBA for Managers and Professionals – Requires a minimum of 5 years professionals work experience.

All Fields

YEAR 1

BUSI-8010. Leadership and Interpersonal Dynamics

~~BUSI-8020. Core Concepts of Accounting I~~ **BUSI-8070 Financial and Managerial Accounting**

BUSI-8030. Introduction to Financial Management

BUSI-8050. Marketing Management

BUSI-8120. Financial Management II

BUSI-8150. Business Analytics

BUSI-8140. Digital Business Systems

STEN-8900 Entrepreneurship: New Venture Formation and Management

YEAR 2

BUSI-8130. Human Resources Management

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

MGMT-8460. Dynamics of Business Negotiations
MGMT-8600. Business Ethics and Sustainability
STEN-8990 Capstone Project (2 course equivalent)
MKTG-8310 Consumer Behaviour
STEN-8920-01 and BUSI-8673-01 (Option 1)
STEN-8920-02 and BUSI-8673-02 (Option 2)
STEN-8980. Strategic Management

The MBA for Managers and Professionals offers specializations in two fields: Management, and Strategy/Entrepreneurship. Students who choose to obtain a specialization must complete the requirements as follows:

For the Strategy/Entrepreneurship Field, students must complete:

STEN-8900. Entrepreneurship: New Venture Formation and Management
STEN-8980. Strategic Management
STEN-8990. Capstone Project
STEN-8920-01 and STEN-8920-02. Special Topics in Strategic Management

For the Management Field, students must complete:

BUSI-8010. Leadership and Interpersonal Dynamics
BUSI-8130. Human Resource Management
MGMT-8460. Dynamics of Business Negotiations
MGMT-8600. Business Ethics and Sustainability
BUSI-8673-01 and BUSI-8673-02. Special Topics in Business Management

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).

New changes to the Master's and Professionals MBA program are forthcoming in the Fall of 2021 and were approved in the Spring of 2020. This included the reduction from two accounting courses down to one. Following what we've done in our joint program with the engineering faculty, the Master's of Engineering Management, the new course will include both financial and managerial accounting in one course. The course BUSI-8020 Core Concepts of Accounting I is being deleted and a new course BUSI-8070 Financial and Managerial Accounting is being added to the curriculum.

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In developing this articulation agreement or degree completion program, how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

All course outlines of the Odette School of Business recognizes that the Odette School of Business and the University of Windsor sit on the Traditional territory of the Three Fires confederacy of First Nations, comprised of the Ojibway, the

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

Odawa, and the Potawatomie. Odette School of Business encourages course developers and instructors to incorporate Indigenous content, perspectives, or material into the curriculum.

C. RESOURCES

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

Describe, in general terms, 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). Please do not name specific individuals.

The Odette School of Business faculty and staff are committed to the support of the program and its changes. Working in conjunction with all areas of faculty (Accounting, Finance, Management & Labour, Strategy and Entrepreneurship, Marketing and Management Science) the program changes have been vetted and examined to ensure that the delivery of the course content is in line with current demands of the 21st century business environment. The administrative staff have assessed the changes to ensure they do not pose any risks regarding recruitment, organizational needs or secretarial governance. In some cases, qualified sessional instructors or limited term appointments may be engaged in delivering a course, if needed, e.g. when a core instructor is on sabbatical or number of sections increased.

C.1.1 Faculty Expertise in Support of the Revised Program

Provide an assessment of faculty expertise available and committed to actively support the revised program. Please do not name specific individuals.

The existing Odette School of Business faculty members, in all areas of study can support the revised program.

C.1.2 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

The Odette School of Business generally employs full-time faculty members to teach courses. However, adjunct and/or sessional faculty members are regularly used to teach approximately 35% to 40% for the Managers and Professionals program. The higher percentage in the Managers and Professionals program is because the program is only two years old and existing faculty members are still fitting the courses into their teaching loads. The appointment of any adjunct and/or sessional faculty is in keeping with all graduate faculty regulations related to the appointment of faculty to teach within the program. Instructors are sought in accordance with procedures agreed on by the Odette School of Business and may include advertising, both externally and internally in the appropriate AAU(s), and by direct solicitation. Those appointed will have relevant experience and qualifications. The appointments are, made by the Dean of Business following recommendation by the AAU appointments committee in the Faculty that is responsible for the academic aspects of the program.

C.1.3 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

The MBA for Manager and Professionals program is offered on-load in accordance with the Windsor University Faculty Association Collective Agreement.

C.1.4 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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.

Not applicable.

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

C.2 Other Available Resources (Ministry sections 3 and 4)

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.

The existing support services, space, equipment and facilities at Odette are sufficient to sustain the quality of scholarship.

C.3 Resource Implications for Other Campus Units (Ministry 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.

The proposed program changes have no influence on the existing resources of other campus units.

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

The program relies on the existing resources.

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

Describe 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.).

With the reduction from 2 to 1 course there will be cost savings.

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 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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

**University of Windsor
Program Development Committee**

***5.6 Business (Graduate) – New Course Proposal (Form D)**

Item for: Approval

MOTION: That the following course addition be made:*
BUSI-8070. Financial and Managerial Accounting

**Subject to approval of the expenditures required.*

Rationale/Approvals:

- The proposal has been approved by the Odette School of Business Council and the Faculty of Graduate Studies Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

NEW COURSE PROPOSALS

FORM D

TITLE OF PROGRAM(S)/CERTIFICATE(S):	Master of Business Administration MBA for Managers and Professionals
DEPARTMENT(S)/SCHOOL(S):	Odette School of Business
FACULTY(IES):	Odette School of Business

Proposed change(s) effective as of* [Fall, Winter, Spring]: <i>*(subject to timely and clear submission)</i>	Winter, 2021
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A. NEW COURSE PROFILE

Course # and Title: BUSI-8070 Financial and Managerial Accounting

A.1 Calendar Description

Calendar descriptions should be written in the third person and should provide a general outline of the course material. Where appropriate, examples of topics or themes, which might be covered in the course, should also be provided.

This course concentrates on financial reporting and interpretation to internal and external stakeholders of the organization. It emphasizes the use of accounting information as part of the planning, decision-making, and control processes. Issues of income determination, asset and liability recognition, measurement and reporting will be addressed. It also offers an introduction to management's use of internal accounting information for planning, managing, controlling and evaluation of business operations. Topics include cost concepts (including activity based costing), budgeting, cost-volume-profit analysis, standard costing, performance evaluation and product pricing.

A.2 Other Course Information

Please complete the following tables.

BUSI-8070 Financial and Managerial Accounting

Credit weight	Total contact hours	Delivery format				Breakdown of contact hours/week			
		In-class	e-learning	Distance	Other flexible learning delivery <i>[please specify]</i>	Lecture	Lab/Tutorial	Online	Co-op/practicum/experiential learning
3	36	Yes	Yes		Hybrid model	3			

Pre-requisites	Co-requisites	Anti-requisites	Cross-listed with:	Required course?	Replacing old course*** <i>[provide old course number]</i>
None				Yes	N/A

*****Replacing Old Course: this does not mean that the former course will be deleted from the calendar. If it is to be deleted, a Form E must be completed.**

Will students be able to obtain credit for the new course and the course(s) that it is replacing?	no
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PROGRAM DEVELOPMENT COMMITTEE

NEW COURSE PROPOSALS

FORM D

B. RATIONALE

B.1 Course Goal(s)

statement about the purpose of the course within the program of study or as an option.

The current course BUSI-8020 Core Concepts of Accounting I that is offered in the Master's and Professional MBA program will be deleted as it only focuses on Financial Accounting. The new course will add Managerial Accounting which is more relevant to this group of professional students. The inclusion of managerial accounting is necessary as there were previously two accounting courses in this program but with the forthcoming full program changes in Fall 2021 that were approved in the Summer of 2020, there's now only the one accounting course. Accordingly, we're combining the two courses into a single, more concise course consistent with what has been done in our Master's of Engineering Management combined program between business and engineering.

B.2 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In developing this course, how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

All course outlines of the Odette School of Business recognize that the Odette School of Business and the University of Windsor sit on the Traditional territory of the Three Fires confederacy of First Nations, comprised of the Ojibway, the Odawa, and the Potawatomie. Odette School of Business encourages course developers and instructors to incorporate Indigenous content, perspectives, or material into the curriculum where applicable.

B.3 LEARNING OUTCOMES (QAF section 2.1.1, 2.1.3, and 2.1.6)

*Please complete the following table. State the specific learning outcomes that make up the goal of the course (what will students know and be able to do at the end of this course?) and link the learning outcomes to the Characteristics of a University of Windsor Graduate outlined in "To Greater Heights" by listing them in the appropriate rows. Please note that a learning outcome may link to more than one of the specified Characteristics of a University of Windsor Graduate, and that a single course might not touch on each of the Characteristics. **If a specific learning outcome is not applicable for the course, please enter N/A or not applicable.** Information on learning outcomes is appended to this form (Appendix A). Proposers are also strongly encouraged to contact the Centre for Teaching and Learning for assistance with the articulation of learning outcomes.*

BUSI-8070 Financial and Managerial Accounting

Course Learning Outcomes <i>This is a sentence completion exercise.</i>	Characteristics of a University of Windsor Graduate
<u>At the end of this course, the successful student will know and be able to:</u>	<u>A U of Windsor graduate will have the ability to demonstrate:</u>
A. Develop and understand the how financial statements are used by investors, creditors and other stakeholders including those inside a business entity to make decisions which effectively allocate resources under control of the entity.	A. the acquisition, application and integration of knowledge

**PROGRAM DEVELOPMENT COMMITTEE
NEW COURSE PROPOSALS
FORM D**

Course Learning Outcomes <i>This is a sentence completion exercise.</i> <u>At the end of this course, the successful student will know and be able to:</u>	Characteristics of a University of Windsor Graduate <u>A U of Windsor graduate will have the ability to demonstrate:</u>
B. Use the fundamental accounting equation to analyze the effect of business transactions on an organization's accounting records and financial statements. Differentiate among and evaluate cost classifications, costing methods (traditional, ABC, process) and cost management techniques. Apply Cost-Volume-Profit (CVP) analysis, contribution margin and differentiate between absorption (full) costing and variable costing. Describe and analyze relevant costs in routine short and longer term decision making to improve operating performance.	B. research skills, including the ability to define problems and access, retrieve and evaluate information (information literacy)
C. Use a basic accounting system to create (record, classify, and summarize) the data needed to solve a variety of business problems. Apply accounting data in various equations, analyze the results to solve a variety of business problems which could threaten the going concern assumption (e.g. cost allocation, budget variances, financial ratios etc.). Explain the purpose and benefits of budgetary planning and control systems. Prepare and differentiate between fixed and flexible budgets	C. critical thinking and problem-solving skills
D.	D. literacy and numeracy skills
E.	E. responsible behaviour to self, others and society
F. Use accounting concepts, principles, and frameworks to analyze and effectively communicate information to a variety of audiences.	F. interpersonal and communications skills
G.	G. teamwork, and personal and group leadership skills
H.	H. creativity and aesthetic appreciation
I.	I. the ability and desire for continuous learning

B.4 Demand for Course

Please provide as much information on projected enrolment as possible.

Projected enrolment levels for the first 5 years of the new course.	Year 1	Year 2	Year 3	Year 4	Year 5
	30	40	40	40	40

PROGRAM DEVELOPMENT COMMITTEE

NEW COURSE PROPOSALS

FORM D

The Master's and Professional MBA has had two cohorts of students and each cohort consisted of 20 students. With the forthcoming program changes we expect enrolment to increase and max out around 40 when the program is re-introduced in the Fall 2021.

B.4.1 Impact of New Course on Enrolment in Existing Courses

What will be the impact of offering the new course on enrolments in existing courses in the program or Department?.

This new course will combine and condense the information that was previously offered in two accounting courses. This is consistent with what was done in our Master's of Engineering Management joint program between business and engineering uses the same course name and similar course description.

B.5 Student Workload

*Provide information on the expected workload per week of a student enrolled in this course.
NOTE: Student workload should be consistent with the credit weight assigned to the course.*

Average number of hours per week that the student will be expected to devote to:	
6	Lectures
	Tutorials
	Labs
	Practical experience
	Independent Study
2	Reading for the course
1	Work for assessment (essays, papers, projects, laboratory work)
	Meeting with others for group work/project assignments
2	Studying for tests/examinations
	Other: <u>[specify]</u>
How does the student workload for this course compare with other similar courses in the department/program area?	Each course in the Managers and Professionals MBA Program has 36 contact hours. Students take 2 courses per module. At the graduate level students are expected to put in about 11 hours per week per course.

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

Describe, in general terms, 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). Please do not name specific individuals.

The Odette School of Business faculty and staff are committed to the support of the program and its changes. The administrative staff have assessed the changes to ensure they do not pose any risks regarding recruitment, organizational needs or secretarial governance. In some cases, qualified sessional instructors or limited term appointments may be engaged in delivering a course, if needed, e.g., when a core instructor is on sabbatical or number of sections increased.

C.1.1 Faculty Expertise in Support of the Revised Program

Provide an assessment of faculty expertise available and committed to actively support the revised program. Please do not name specific individuals.

The existing Odette School of Business faculty members, in all areas of study can support the revised program.

PROGRAM DEVELOPMENT COMMITTEE

NEW COURSE PROPOSALS

FORM D

C.1.2 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

The Odette School of Business generally employs full-time faculty members to teach courses. However, adjunct and/or sessional faculty members are regularly used to teach approximately 40-45% in the M&P MBA Programs. The appointment of any adjunct and/or sessional faculty is in keeping with all graduate faculty regulations. Instructors are sought in accordance with procedures agreed on by the Odette School of Business, including advertising both externally and internally in the appropriate AAU(s), and undertaking direct solicitation. Those appointed will have relevant experience and qualifications. The appointments are made by the Dean of Business following recommendation by the AAU Appointments Committee.

C.2 Other Available Resources (Ministry sections 3 and 4)

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

The existing support services, space, equipment and facilities at Odette are sufficient to sustain the quality of scholarship.

C.3 Resource Implications for Other Campus Units (Ministry 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.

The proposed program changes have no influence on the existing resources of other campus units.

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

The program relies on existing resources.

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

Describe 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.).

N/A

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

**PROGRAM DEVELOPMENT COMMITTEE
NEW COURSE PROPOSALS
FORM D**

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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

**University of Windsor
Program Development Committee**

***5.7: Physics (Graduate) - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the admission and degree requirements for the PhD Physics program be changed according to the program/course change form.[^]

[^]Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the Department of Physics Council, the Science Program Development Committee (SPDC) delegated on behalf of the Faculty of Science Coordinating Council, and the Faculty of Graduate Studies Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	Physics PhD Program
DEPARTMENT(S)/SCHOOL(S):	Physics
FACULTY(IES):	Faculty of Science / Faculty of Graduate Studies

Proposed change(s) effective as of* [Fall, Winter, Spring]: *(subject to timely and clear submission)	Winter 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.

Example: Degree requirements: WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or** 4000-level.

Doctor of Philosophy (PhD)

Admission Requirements

The basic qualification for admission consists of a Bachelor's degree with adequate specialization in Physics, obtained with minimum cumulative and major averages of 70%. Students with deficiencies may be required to make up these deficiencies by registering in undergraduate courses or by following a program of supervised reading.

Applicants whose academic credentials are difficult to assess may be required to write the Graduate Record Examination (GRE) administered by the Educational Testing Service. Inquiries should be made at the time of application. Details of the examination may be obtained from the Educational Testing Service, Princeton, New Jersey, U.S.A., 08540.

Students may apply to the PhD program either with a Master's degree, or request to transfer after a year of excellent performance in the M.Sc. thesis program.

An applicant with a Master's degree must have adequate specialization in Physics with a minimum Cumulative Grade Point Average (CGPA) of 75% in the last 2 years of full-time study including all graduate courses.

Exceptionally qualified undergraduates may be directly admitted into the Ph.D. program. A four-year Bachelor's degree with adequate specialization in Physics with a minimum Cumulative Grade Point Average (CGPA) of 77%, and a minimum Cumulative Grade Point Average (CGPA) of 80% in the last 2 years of full-time study is required.

Possession of minimum required CGPA does not ensure admission. The actual admitting average varies and is competitive.

International Applicants must submit evidence of English language proficiency with minimum scores as required by the Faculty of Graduate Studies. Some examples of minimum scores are TOEFL: IBT-83, or IELTS: 6.5, or Pearson: 65. A Graduate Record Examination (GRE) Advanced Physics Test score is helpful to the Admissions Committee to evaluate your application more completely.

Transferring to the PhD program:

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MSc – thesis plan students may transfer to the Ph.D. program following a meeting with the MSc Thesis Committee (with participation of the Outside Reader optional) at which approval to transfer is recommended. To be eligible, the student must have completed all graduate courses for the Masters degree and must have obtained a minimum 80% average. Students wishing to transfer into the PhD program must apply to do so before the end of the 3rd semester in the MSc (Thesis) program.

Degree Requirements

Dissertation: The main requirement of a doctoral degree is the presentation and acceptance of a Ph.D. Dissertation that describes an original and significant contribution to a field made by the candidate.

~~Doctoral Committee:~~ Within one month after registration each student will be assigned to An advisory committee consisting of a **the** research advisor and two other faculty members in Physics. This committee will, from time to time, **will periodically** review the student's progress (see the section titled, The Degree of Doctor of Philosophy – Program Requirements). **The Doctoral Committee must be requested by the student, and approved by the Department, and Faculty of Graduate Studies prior to the second term of registration in the PhD program.**

Each candidate will, on recommendation of the advisory doctoral committee, submit to a final oral examination in defense of the dissertation. For the defense of dissertation (final oral examination) the advisory doctoral committee will be supplemented by one professor from outside Physics and an external examiner who, as an expert in the field of physics in which the candidate's research is carried out, will appraise the dissertation and ordinarily will also be present at the final oral examination.

~~Period of Study:~~ A minimum of three years in full-time graduate studies is required. Credit for one of the three years may be given for a Master's degree obtained in Physics at the University of Windsor or for graduate work carried out at another institution. Not more than seven years should elapse between registration and completion of the requirements for the degree; an extension of this period may be granted only on recommendation from the program coordinator and approval by the Faculty of Graduate Studies and Research.

Every student in a program leading to the degree of Doctor of Philosophy must be registered in a full-time program of study for a minimum of three calendar years, normally in succession. Credit for one of these years may be given for the time spent in proceeding to a Master's degree.

Expected time to completion for a PhD program is four years of full-time study (five years for a direct-entry PhD).

Time Limit: A student admitted to a Ph.D. program must complete all requirements for the Ph.D. within six consecutive years of full-time registration. If an extension of the time limit becomes necessary, the student should address a petition to the Dean of Graduate Studies giving reasons for the request and plans for the completion of the work. A student who exceeds the time limit may be required to take additional qualifying examinations or additional course work, or both.

Course requirements:

Candidates with a Master's degree in Physics (or equivalent): a minimum of 4 graduate courses:

(1) PHYS-8200: Classical Electrodynamics, PHYS-8100: Advanced Quantum Theory I, and PHYS-8110: Advanced Quantum Theory II must be taken, if previous equivalent credit has not been obtained.

(1) PHYS-8100: Advanced Quantum Theory I, PHYS-8110: Advanced Quantum Theory II, PHYS-8200: Classical Electrodynamics, and PHYS-9130: Statistical Physics I must be taken, if previous equivalent credit has not been obtained.

(2) At least one course chosen from: (a) PHYS-9130: Statistical Physics I and (b) PHYS-9120: Classical and Quantum Field Theory I is required.

(3) **(2)** PHYS-9000 (Seminar for PhD Students) will be required of all candidates **in the fall and winter terms.**

(4) **(3)** Candidates may request to substitute **an optional course**, with the permission of the **Supervisor and Graduate Coordinator and with the approval with of the Supervisor Faculty of Graduate Studies, with** up to one

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graduate-level course from another department (normally from the Faculty of Science or the Faculty of Engineering).

~~(5)~~ **(4)** The student may be required to take up to two additional courses, as stipulated by the Doctoral Committee.

(5) Students in the PhD program must register for PHYS-9980 PhD Dissertation in each term before graduation.

Candidates who do not have a Master's degree in Physics (or equivalent): a minimum of 7 courses:

(1) PHYS-8200: Classical Electrodynamics, PHYS-8100: Advanced Quantum Theory I, **PHYS-9130: Statistical Physics I** and PHYS-8110: Advanced Quantum Theory II, or equivalent, are required.

~~(2)~~ At least one course chosen from: (a) **PHYS-9130: Statistical Physics I** and (b) **PHYS-9120: Classical and Quantum Field Theory I** is required.

~~(3)~~ **(2)** PHYS-9000 (Seminar for PhD Students) is required of all candidates **in the fall and winter terms**. [Note: PHYS-8000 (Seminar for MSc Students) cannot be taken for credit.]

~~(4)~~ **(3)** Candidates may request to substitute **optional courses**, with the permission of the **Supervisor and** Graduate Coordinator and with the approval ~~with~~ **of** the Supervisor **Faculty of Graduate Studies** up to:

- (i) one **4000-level** undergraduate course in physics ~~(at the 4000-level)~~ **(pre-approved by the Department)** or one **graduate** course from another department[†] ~~(normally at the 4000-level or higher)~~, and
- (ii) one graduate-level course from another department[†].

[†] normally from the Faculty of Science or the Faculty of Engineering.

~~(5)~~ **(4)** The student may be required to take up to two additional courses, as stipulated by the Doctoral Committee.

(5) Students in the PhD program must register for PHYS-9980 PhD Dissertation in each term before graduation.

Minimum Grade Required for Graduate Credit:

Courses in which a grade of 70% or higher is received will be accepted for graduate credit. Students MUST obtain a grade of 70% or higher in all required courses (PHYS 8100, PHYS 8960 Major Paper and PHYS 8970 Thesis).

Policy on Grades below 70%: In rare cases, one grade below 70% may be allowed if the grade is on a non-required course, and the grade is between 65-69%.

Repeating a course: Please look at the Graduate Calendar for the Policy on Repeating a Course.

Dissertation: In order to qualify for the degree each candidate must present a dissertation embodying the results of an original investigation in a branch of physics. Graduate courses form an important but subsidiary part of the program.

The candidate, when requested, shall submit to the chief advisor from time to time portions of the dissertation and a complete draft on a date specified by the advisor, and place four typewritten copies of the completed dissertation in the hands of the advisor at least six weeks before Convocation. Rules governing binding, quality of paper, etc., of the dissertation can be found in Procedures to Follow in Preparing a Thesis or Dissertation (see the section titled, The Degree of Doctor of Philosophy – The Dissertation).

Qualifying Examinations: In addition to the examinations in the courses, all **All** candidates must pass **a** qualifying examinations covering the general field of physics at the level of the honours program given at this university. The examinations must be passed ~~after the completion of the M.Sc. degree, not~~ **no** later than one year after registration as a **Ph.D.** graduate student ~~proceeding to the Ph.D.~~ Other examinations (written or oral) may be set at the discretion of the program coordinator.

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

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*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**.*

All changes are detailed above. Everything is kept together there for clarity.

B. RATIONALE

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

NOTE: This form C is a resubmission of the exact same changes that had all been previously submitted on a Form E. After discussion at Science PDC and clarification from the University Secretariat, it was determined that the described changes are more like program changes than calendar changes. Therefore they are being resubmitted on this Form C as we were requested to do.

The changes listed here are almost all clarifications of how we have always administered the PhD program. We have greatly clarified and codified how graduate students can transfer into the PHD program after admission to the MSc program and also how direct admission to the PhD program is done. All of these changes, particularly the transfer process, were discussed at length at Science PDC.

One course requirement has changed. We used to require one of PHYS-9130: Statistical Physics I and PHYS-9120: Classical and Quantum Field Theory I but we have not offered 9120 in a large number of years, so we have changed this to just requiring 9130 which is the course we offer frequently.

Lastly, we have clarified PhD student timelines, explaining in more detail when dissertation committees are formed and when the PhD qualifying examination must be taken. We have always administered this exam, but the timing of it relative to admission to the PhD program was never enforced.

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this program(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

The AAU will continue conversations with members of the university's Aboriginal Education Council to create a knowledge base applicable to physics courses at all levels concerning appropriate content/curriculum changes or recommendations that could be made in the future. These changes could include integration of real-world examples that are more relevant to modern Indigenous societies, and examples drawn from historical Indigenous knowledge of the natural world and the cosmos, where applicable. Examples will first be discussed with the AEC prior to integration into a curriculum. Importantly, the AAU members regularly consult with other members of the Canadian Association of Physicists, including representatives of the Outreach Committee (which is tasked with promoting the inclusion of all under-represented groups in Canadian Physics,) to insure that efforts undertaken at UWindsor both to alter curriculum content and increase the participation of members of all underrepresented groups (which includes Indigenous (First Nations, Métis, or Inuit) peoples) are consistent with and following the best-practices of similar efforts being undertaken nationwide. The AAU members will work with this body to increase the level of the nationwide conversation when possible.

C. RESOURCES

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

Describe, in general terms, all faculty expertise and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s). Please do not name specific individuals.

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Program already exists and all necessary faculty and resources already exist. There are no significant program change(s) so no reallocation of any resources is required.

C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

Graduate programs are delivered by graduate faculty, not adjunct or sessional faculty.

C.1.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

Program already exists and all necessary faculty and resources already exist and program will continue on with unchanged qualifications for its graduate faculty and/or supervisory load.

C.1.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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 such revisions that would effect this requirement were proposed.

C.2 Other Available Resources (Ministry sections 3 and 4)

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

Evidence is we have been running this program for many years. No substantial changes are proposed requiring any other resources.

C.3 Resource Implications for Other Campus Units (Ministry 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; Ministry 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; Ministry section 4)

Describe 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.).

The program is more streamlined now, as the process of transferring into the program is now more clearly codified and the requirements for pass in the PHD qualifying exam is more clearly explained which will assist students in progressing through the degree program. However, this has no financial or cost-saving implication.

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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. If not applicable, write n/a.

Faculty:	N/A
Staff:	N/A
GA/TAs:	N/A

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

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. If not applicable, write n/a.

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

**University of Windsor
Program Development Committee**

***5.8 Physics (Graduate) - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the admission and degree requirements for the MSc Physics program be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the Department of Physics Council, the Science Program Development Committee (SPDC) delegated on behalf of the Faculty of Science Coordinating Council, and the Faculty of Graduate Studies Council.
- *See attached.*

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TITLE OF PROGRAM(S)/CERTIFICATE(S):	Physics MSc Program
DEPARTMENT(S)/SCHOOL(S):	Physics
FACULTY(IES):	Faculty of Science / Faculty of Graduate Studies

Proposed change(s) effective as of* [Fall, Winter, Spring]: *(subject to timely and clear submission)	Winter 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: Degree requirements: WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or 4000-level**.

Master of Science (MSc)

Admission Requirements

The basic qualification for admission consists of a Bachelor's degree with adequate specialization in Physics, obtained with minimum cumulative and major averages of 70%. Students with deficiencies may be required to make up these deficiencies by registering in undergraduate courses or by following a program of supervised reading.

Applicants whose academic credentials are difficult to assess may be required to write the Graduate Record Examination (GRE) administered by the Educational Testing Service. Inquiries should be made at the time of application. Details of the examination may be obtained from the Educational Testing Service, Princeton, New Jersey, U.S.A., 08540.

A four-year Bachelor's degree with adequate specialization in Physics with a minimum Cumulative Grade Point Average (CGPA) of 75% in the last 2 years of full-time study. Possession of minimum required CGPA does not ensure admission. The actual admitting average varies and is competitive.

International Applicants must submit evidence of English language proficiency with minimum scores as required by the Faculty of Graduate Studies. Some examples of minimum scores are TOEFL: IBT-83, or IELTS: 6.5, or Pearson: 65. A Graduate Record Examination (GRE) Advanced Physics Test score is helpful to the Admissions Committee to evaluate your application more completely.

Degree Requirements

(1) The requirements for the degree of Master of Science may be satisfied by pursuing a program of studies consisting of:

- Option (a) at least 4 courses and a thesis; or
- Option (b) at least 6 courses and a major paper; or
- Option (c) not less than 8 courses.

(2) PHYS 8100 (Advanced Quantum Theory I), PHYS 8000 (Seminar for MSc Students) and at least one further physics course at the 5000 level or higher is required of all candidates.

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(3) Additional courses needed to fulfill the requirements in (1) above may be chosen from graduate courses in the Department of Physics. Alternatively, candidates may include in their program, with the permission of the Graduate Coordinator and with the approval with the Supervisor,

Option (a): one undergraduate course in physics (at the 4000-level), or one course from another Department[±];

Option (b): *either* (i) up to two undergraduate courses in physics (at the 4000-level), and one course from another department[±], or (ii) up to one undergraduate course in physics (at the 4000-level), and two courses from another department[±];

Option (c): up to two undergraduate courses in physics (at the 4000-level), and three courses from another department[±].

[±] normally at the 4000 level or higher and from the Faculty of Science or the Faculty of Engineering.

Program M2. Master of Science (M.Sc.)

Students may complete an M.Sc. degree in the Department of Physics by enrolling in one of the following plans:

a) Thesis plan

The M.Sc. thesis program plan in Physics is intended for students with an honours B.Sc. degree in Physics or closely allied field who wish to pursue a career in scientific research and development. The program requirements may be completed by taking four graduate semester courses plus a thesis. The M.Sc. thesis is completed under the supervision of a faculty advisor, and is evaluated by the M.Sc. thesis committee. The normal duration of the M.Sc. thesis program plan is two years, however, students who wish to transfer into the Ph.D. program may complete the course requirements within one year.

A typical course schedule for students in this program is:

<u>Y1</u>	<u>FALL</u>	<u>WINTER</u>	<u>SUMMER</u>
	<u>PHYS 8100 (required)</u> <u>Optional one Physics course at the 8xxx level or above</u> <u>PHYS 8970 (required)</u> <u>PHYS 8000 (required)</u>	<u>One or two Physics courses at the 8xxx level or above</u> <u>PHYS 8970 (required)</u> <u>PHYS 8000 (required)</u>	<u>PHYS 8970 (required)</u>
<u>Y2</u>	<u>PHYS 8970 (required)</u> <u>PHYS 8000 (required)</u>	<u>PHYS 8970 (required)</u> <u>PHYS 8000 (required)</u>	<u>PHYS 8970 (if needed)</u>

Notes:

- all new students must complete PHYS 8100 Advanced Quantum Theory I in their first semester, which will be the Fall semester.**
- Students must register for PHYS 8000 Seminar for MSc Students every Fall and Winter Semester.**
- Students are expected to finish their coursework in the first year of the MSc program**
- Students planning to pursue or transfer to a PhD program are advised to take PHYS 8110, and PHYS 8200 or PHYS 9130**
- Students planning to transfer into the PhD program should consult the 'Fast-Track Admission to the Degree of Doctor of Philosophy' section of the Graduate Calendar**

b) Major Paper plan

The one-year M.Sc. Major Paper program plan in Physics is intended for students with an honours B.Sc. degree in Physics or closely allied field who wish to pursue a career in scientific research and development. The program requirements may be completed by taking six graduate semester courses plus a Major Paper under the supervision of a faculty advisor.

A typical course schedule for students in this program is:

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<u>Y1</u>	<u>FALL</u>	<u>WINTER</u>	<u>SUMMER</u>
	<u>PHYS 8100 (required)</u> <u>Plus one/two Physics courses at the 8xxx level or above</u> <u>PHYS 8000 (required)</u> <u>PHYS 8960 (required)</u>	<u>Three/Two Physics courses at the 8xxx level or above</u> <u>PHYS 8000 (required)</u> <u>PHYS 8960 (required)</u>	<u>PHYS 8960 (required)</u>

Notes:

- All new students must complete PHYS 8100 Advanced Quantum Theory I in their first semester, which will be the Fall semester.
- Students must register for PHYS 8000 Seminar for MSc Students every Fall and Winter Semester.
- You may register in PHYS 8960 only if a faculty advisor agrees to supervise your Major Paper.
- Three terms of registration are the minimum required for completing this degree plan.

c) Course-work plan

The one-year M.Sc. course-work program plan in Physics is intended for students with an honours B.Sc. degree in Physics or closely allied field who wish to pursue a career outside research. The program requirements may be completed by taking eight graduate courses.

<u>Y1</u>	<u>FALL</u>	<u>WINTER</u>	<u>SUMMER</u>
	<u>PHYS 8100 (required)</u> <u>Plus two Physics courses at the 8xxx level or above</u> <u>PHYS 8000 (required)</u>	<u>Three Physics courses at the 8xxx level or above</u> <u>PHYS 8000 (required)</u>	<u>One Physics course at the 8xxx level or above</u>

Notes:

- All new students must complete PHYS 8100 Advanced Quantum Theory I in their first semester, which will be the Fall semester.
- Students must register for PHYS 8000 Seminar for MSc Students every Fall and Winter Semester.
- Students will not receive credit for PHYS 8970 or PHYS 8960.
- Three terms of registration are the minimum required for completing this degree plan.

Course substitutions:

Students in the M2 MSc program may request to substitute optional courses with certain 4000-level courses in Physics or graduate courses from another Department (usually in the Faculty of Science or Faculty of Engineering) for some of the non-required Physics graduate courses in their program. Students in the Thesis plan may substitute up to one optional course, students in the Major Paper plan may substitute up to two optional courses, and students in the Coursework plan may substitute up to three optional courses, only two of which may be 4000-level courses. Requests for course substitution must be approved by the Research Supervisor (if applicable), Department and the Faculty of Graduate Studies within the first two weeks of the course.

Minimum Grade Required for Graduate Credit:

Courses in which a grade of 70% or higher is received will be accepted for graduate credit. Students MUST obtain a grade of 70% or higher in all required courses (PHYS 8100, PHYS 8960 Major Paper and PHYS 8970 Thesis). Policy on Grades below 70%: In rare cases of extenuating circumstances, where in spite of the accommodation provided a grade of 60-69% was obtained, the Department may recommend to the Faculty of Graduate Studies to

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grant graduate credit for this course, as long as said course is not a required course, Major Paper or Thesis. Only one such course where a grade of 60-69% was earned can receive graduate credit.

Repeating a course: If a student fails to obtain credit in a course, the course may be repeated once only, at the discretion of the program coordinator and the Dean of Graduate Studies. No student may repeat, or replace with another course, more than two term courses in which credit was not obtained.

Master's Thesis/Major Paper Committees:

An advisory committee consisting of the research advisor and at least one other faculty member in Physics will periodically review the student's progress. The Master's Thesis/Major Paper Committee must be requested by the student, and approved by the Faculty of Graduate Studies prior to the second term of registration in the MSc program.

Each MSc candidate in the Thesis plan will, on recommendation of the advisory committee, submit to a final oral examination in defense of the thesis. For the defense of the thesis, the committee will be supplemented by one faculty member from outside Physics who will be present at the final oral examination.

Program M1. Master of Science Qualifying Year

Students who have insufficient prerequisite coursework in Physics may be admitted to the M1 Master's qualifying year. The following undergraduate courses must be completed as part of the M1 year with a minimum mark of 70% in each course:

<u>Fall</u>	<u>Winter</u>
<u>PHYS-3115. Atomic and Molecular Spectra</u>	<u>PHYS-4100. Quantum Mechanics I</u>
<u>PHYS-3200. Electromagnetic Theory</u>	<u>PHYS-3210. Electromagnetic Waves</u>
<u>PHYS-3500. Classical Mechanics</u>	<u>PHYS-4130. Introduction to Statistical Mechanics</u>

Students who successfully complete these six courses with a minimum mark of 70% in each course will advance to the M2 MSc –coursework year. If an advisor agrees to supervise the student, an M1 student may advance to the M2 MSc –thesis or major paper plan. No graduate courses or undergraduate/graduate cross-listed courses may be taken in this year.

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).

The changes listed here are almost all clarifications of how we have always administered the MSc program. We have always had three plans: thesis, major paper, coursework. None of this is new. We are not requiring a new number of courses. We are suggesting a one year coursework masters and list the classes to show this can be done in one year. Previously no time limit was mentioned or suggested for the coursework masters. This has been suggested by the Faculty of Graduate studies as it makes a useful graduate student recruiting tool. All the other listed changes are minor changes to the program.

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The M1 qualifying year adds to the documentation on how students are admitted into the existing program based on how Economics does it, and was constructed after many consultations with Dean Weir who helped us formulate how such a thing can be done. We hope that this will also be used as a recruiting effort, making the way into our graduate program a bit easier for students who are mostly prepared but are missing a few critical classes or skills

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this program(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

The AAU will continue conversations with members of the university's Aboriginal Education Council to create a knowledge base applicable to physics courses at all levels concerning appropriate content/curriculum changes or recommendations that could be made in the future. These changes could include integration of real-world examples that are more relevant to modern Indigenous societies, and examples drawn from historical Indigenous knowledge of the natural world and the cosmos, where applicable. Examples will first be discussed with the AEC prior to integration into a curriculum. Importantly, the AAU members regularly consult with other members of the Canadian Association of Physicists, including representatives of the Outreach Committee (which is tasked with promoting the inclusion of all under-represented groups in Canadian Physics,) to insure that efforts undertaken at UWindsor both to alter curriculum content and increase the participation of members of all underrepresented groups (which includes Indigenous (First Nations, Métis, or Inuit) peoples) are consistent with and following the best-practices of similar efforts being undertaken nationwide. The AAU members will work with this body to increase the level of the nation-wide conversation when possible.

C. RESOURCES

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

Describe, in general terms, all faculty expertise and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s). Please do not name specific individuals.

Program already exists and all necessary faculty and resources already exist. There are no significant program change(s) so no reallocation of any resources is required.

C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

Graduate programs are delivered by graduate faculty, not adjunct or sessional faculty.

C.1.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

Program already exists and all necessary faculty and resources already exist and program will continue on with unchanged qualifications for its graduate faculty and/or supervisory load.

C.1.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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 such revisions that would effect this requirement were proposed.

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

C.2 Other Available Resources (Ministry sections 3 and 4)

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

Evidence is we have been running this program for many years. No substantial changes are proposed requiring any other resources.

C.3 Resource Implications for Other Campus Units (Ministry 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; Ministry 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; Ministry section 4)

Describe 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.).

The program is more streamlined now, as the process of transferring into the program is now more clearly codified and the requirements for pass in the PHD qualifying exam is more clearly explained which will assist students in progressing through the degree program. However, this has no financial or cost-saving implication.

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. If not applicable, write n/a.*

Faculty:	N/A
Staff:	N/A
GA/TAs:	N/A

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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. If not applicable, write n/a.*

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

**University of Windsor
Program Development Committee**

***5.9: Dramatic Art - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the degree requirements for BFA in Acting be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the School of Dramatic Art and the Faculty of Arts, Humanities and Social Science Coordinating Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	BFA in Acting
DEPARTMENT(S)/SCHOOL(S):	School of Dramatic Art
FACULTY(IES):	Arts, Humanities, and Social Sciences

Proposed change(s) effective as of* [Fall, Winter, Spring]: *(subject to timely and clear submission)	Spring 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.*

Example:

Degree requirements: WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or 4000-level**.

BFA in Acting

- (a) thirty courses, consisting of DRAM-1000, DRAM-1200, DRAM-1210, DRAM-1260, DRAM-1270, DRAM-1280, DRAM-1290, ~~DRAM-1300~~, DRAM-2000, DRAM-2200, DRAM-2210, DRAM-2230, DRAM-2240, DRAM-2260, DRAM-2270, DRAM-2280, ~~DRAM-2300~~, DRAM-3210, DRAM-3220, DRAM-3230, DRAM-3240, DRAM-3260, DRAM-3270, ~~DRAM-3350 and DRAM-3330~~, DRAM-4200, DRAM-4290, and DRAM-4510; plus two courses from the range of DRAM-4530 to DRAM-4580; **plus three of DRAM-1300, DRAM-2190, DRAM-2300, DRAM-3330, DRAM-3350, or DRAM-4390, two of which must be at the 300 or 400 level.**
- (b) GART-1500, GART-1510;
- (c) two of GRST-2111 **when the topic is dramatic literature (may be repeated for credit if topics differ)**, ENGL-1005, **when the topic is dramatic literature** (may be repeated for credit if topics differ), ENGL-2030, ENGL-2510 **when the topic is dramatic literature** (may be repeated for credit if topics differ), **ENGL-2520 when the topic is dramatic literature (may be repeated for credit if topics differ)**, **ENGL 2530, any ENGL-3xxx course when the topic is dramatic literature (may be repeated for credit if topics differ)**, or ~~ENGL-3020 or ENGL-3040, FREN 3540, FREN 3830;~~
- (d) two additional English courses, including any not already selected from the previous list;
- (e) two courses from any area of study, excluding Dramatic Art;
- (f) three courses from any area of study, including Dramatic Art;
- (g) DRAM-2750***.

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

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

B. RATIONALE

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

The change in (a) removes the four-course requirement of specified Theatre History and replaces it with a three-course requirement from a list of courses that includes Theatre History, Gender Studies, and a course in History, Theory or Administration. This allows students more variety of choice in academic theatre courses and will provide a 4000-level option for those interested in graduate school. The purpose of the change to (c) is three-fold. The first is to provide the correct course numbers in English and Creative Writing after that Department implemented their curriculum review, which saw some course numbers change. The second is to provide clarity that certain courses will count only if the topic is dramatic literature, which is the purpose of this requirement. Finally, it is to provide more choice by adding two dramatic literature courses taught in French.

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this program(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

All students in the School of Dramatic Art are exposed to the contributions of Indigenous performers, directors, designers, playwrights, authors, scholars and theatre companies through various courses in the curriculum. Course content also includes discussion of cultural appropriation vs. cultural appreciation. In addition, students in studio-based courses are encouraged to investigate Indigenous artists and scholars for class assignments. Finally, students are provided a link to the Playwrights Canada Press (PCP) website (<https://www.playwrightscanadapress.com/Subjects>) under the Resources section of the School's website and on course outlines the PCP website contains a dedicated link listing the plays of First Nations and Metis playwrights. Many of these titles are available on the Drama Online website free of charge (<http://led.uwindsor.ca/drama>) or in print or e-book versions through the Leddy Library: https://uwindsor.primo.exlibrisgroup.com/permalink/01UTON_UW/74r0r0/alma99882920702181. New plays are added to this resource on an annual basis.

C. RESOURCES

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

Describe, in general terms, all faculty expertise and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s). Please do not name specific individuals.

N/A

C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

N/A

C.1.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.1.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

C.2 Other Available Resources (Ministry sections 3 and 4)

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.

These courses are taught by departments outside of Dramatic Art and are offered at the discretion of those departments.

C.3 Resource Implications for Other Campus Units (Ministry 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.

N/A

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

N/A

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

Describe 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.).

N/A

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. If not applicable, write n/a.*

Faculty:	N/A
Staff:	N/A
GA/TAs:	N/A

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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. If not applicable, write n/a.*

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

**University of Windsor
Program Development Committee**

***5.10 Computer Science - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the degree requirements for the Bachelor of Computer Science (General) for University Graduates and Bachelor of Computer Science (Honours Applied Computing) for University Graduates be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the School of Computer Science Council and Science Program Development Committee (SPDC) delegated on behalf of the Faculty of Science Coordinating Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	<ul style="list-style-type: none"> Bachelor of Computer Science (General) for University Graduates Bachelor of Computer Science (Honours Applied Computing) for University Graduates
DEPARTMENT(S)/SCHOOL(S):	School of Computer Science
FACULTY(IES):	Science

Proposed change(s) effective as of* [Fall, Winter, Spring]: *(subject to timely and clear submission)	Winter 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: Degree requirements: WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or** 4000-level.

Bachelor of Computer Science (General) for University Graduates

Degree Requirements:

Total Courses: 16

University graduates with a three-year General, four-year Major or four-year Honours degree (from a discipline other than Computer Science) may apply to the BCS (General) degree for University Graduates.

12-month Full time Degree Program (with Summer Entry)*

(a) COMP-1000, COMP-1400, COMP-1410, COMP-2120, COMP-2540, COMP-2560, COMP-2650, COMP-2660, COMP-3150, COMP-3220, COMP-3300, COMP-3340 or COMP-3670, plus one additional Computer Science course (excluding COMP-XXX7).

(b) MATH-1250 (or MATH-1260 **or MATH-1270**), MATH-1720 (or MATH-1760), and STAT-2910.

The major average will be calculated on the basis of grades obtained in COMP-1000, COMP-1400, COMP-1410, COMP-2120, COMP-2540, COMP-2560, COMP-2650 (**or ELEC-2710**), COMP-2660 (**or ELEC-3270**), COMP-3150, COMP-3220, COMP-3300, COMP-3340 and/or COMP-3670.

*** Completion in 12 months is possible ONLY for those starting in Intersession/Summer semester. Those starting in Fall or Winter semesters, it may take longer to finish and such students may not be able to have a full course load in every semester. Also, students who get transfer credits should not expect to have a full course load every semester.**

RECOMMENDED PROGRAM SEQUENCE ~~ENG~~ (for 12 month completion with summer entry)

This is a 16 course program. The normal course load is 5 courses per semester with the remaining course to be taken at any time, though it is recommended in the following sequence that it be taken in the last semester.

This is a 16 course program. The normal course load is 5 courses per semester but to complete the program in 12 months, an extra course has to be taken in the last semester as per sequence given below:

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

Intercession/Summer

Intercession (6 week offering starting May): COMP-1400

Summer (6 week offering starting July): COMP-1410

12-week term (starting May): COMP-1000, COMP-2650 and STAT-2910

Fall

~~12-week offering starting September: COMP-2120~~

~~12-week offering: COMP-2540~~

~~12-week term: COMP-2120, COMP-2540, COMP-2560, and COMP-2660 and MATH-1250 (or MATH-1260), or MATH-1720 (or MATH-1760).~~

Winter

~~12-week term: COMP-3150, COMP-3220, COMP-3300, COMP-3340 or COMP-3670, Computer Science elective, and the remaining Math course.~~

~~Remaining math course may be taken at any time depending upon any applicable transfer credits and students desired workload.~~

Bachelor of Computer Science (Honours Applied Computing) for University Graduates

Admission Requirements:

(i) A 3-year General or a 4-year Honours Bachelor's degree from an accredited University.

(ii) Ontario Grade 12 "U" Advanced Functions and Introductory Calculus and Geometry and Discrete Mathematics or equivalent courses.

Degree Requirements:

Total courses: 25

(a) COMP-1000, COMP-1400, COMP-1410, COMP-2120, COMP-2540, COMP-2560, COMP-2650 (**or ELEC-2710**), COMP-2660 (**or ELEC-3270**), COMP-3150, COMP-3220, COMP-3300, COMP-3340, COMP-3400, COMP-3670, COMP-4150, COMP-4200, COMP-4220, COMP-4250, COMP-4990 (6 credit course), and two other Computer Science major courses (excluding COMP-XXX7).

(b) MATH-1250 (or MATH-1260, **or MATH-1270**), MATH-1720 (or MATH-1760), and STAT-2910.

The major average will be calculated on the basis of grades obtained in COMP-1000, COMP-1400, COMP-1410, COMP-2120, COMP-2540, COMP-2560, COMP-2650 (**or ELEC-2710**), COMP-2660 (**or ELEC-3270**), COMP-3150, COMP-3400, COMP-3220, COMP-3300, COMP-3340, COMP-3670, COMP-4150, COMP-4200, COMP-4220, COMP-4250, COMP-4990 (6 credit, **two-semester course**).

*POSSIBLE PROGRAM SEQUENCING (for **with** recommended Summer entry)**

*** Those starting in Fall or Winter semesters may not be able to have a full course load in every semester. Also, students who get transfer credits should not expect to have a full course load every semester.**

Intercession/Summer (Semester 1)

Intercession (6 week offering starting May): COMP-1400

Summer (6 week offering starting July): COMP-1410

12-week term (starting May): COMP-1000, COMP-2650 and STAT-2910

Fall (Semester 2)

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

~~12-week offering starting September: COMP-2120~~

~~12-week offering: COMP-2540~~

~~12-week term: COMP-2120, COMP-2540, COMP-2560, and COMP-2660 and MATH-1250 (or MATH-1260), or MATH-1720 (or MATH-1760).~~

Winter (Semester 3)

~~12-week: COMP-3150, COMP-3300, COMP-3400, COMP-4200, COMP-4990~~ **(Part 1), and Computer Science elective.**

Summer (Semester 4)

~~12-week: COMP-3220, COMP-3300, COMP-3340, COMP-3670, Computer Science elective, and the~~ remaining Math course.

Fall (Semester 5)

~~12-week: COMP-4150, COMP-4220, COMP-4250, Computer Science elective, and~~ COMP-4990 **(Part 2).**

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**.*

None

B. RATIONALE

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

As part of their program, students with a degree in Electrical and Computer Engineering take a course in Linear Algebra (MATH-1270) which covers most of the necessary and fundamental topics. In addition, these students are required to take courses: ELEC-2170.Digital Logic Design I and ELEC-3270. Microprocessors. These two courses are very similar in nature and contents to the two Computer Science courses COMP-2650 and COMP-2660 respectively. Therefore, repeating same or similar material may not provide students any direct benefit or add any value to their knowledge.

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this program(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

The AAU, in partnership with the members of the university's Aboriginal Education Council, the School of Computer Science will cyclically review its programs to identify aspects of various courses which have direct application or relevance to the indigenous communities. Where appropriate material directly relevant to these communities will be highlighted and presented in conjunction with material of a more generic nature.

C. RESOURCES

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

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

Describe, in general terms, all faculty expertise and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s). Please do not name specific individuals.

N/A

C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

N/A

C.1.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.1.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.2 Other Available Resources (Ministry sections 3 and 4)

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

N/A

C.3 Resource Implications for Other Campus Units (Ministry 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.

N/A

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

N/A

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

Describe 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.).

N/A

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. If not applicable, write n/a.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

Faculty:	N/A
Staff:	N/A
GA/TAs:	N/A

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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. If not applicable, write n/a.*

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

**University of Windsor
Program Development Committee**

***5.11 Chemistry and Biochemistry - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the degree requirements for the Minor in Biochemistry be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the Department of Chemistry and Biochemistry Council and Science Program Development Committee (SPDC) delegated on behalf of the Faculty of Science Coordinating Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	Minor in Biochemistry
DEPARTMENT(S)/SCHOOL(S):	Chemistry and Biochemistry
FACULTY(IES):	Science

Proposed change(s) effective as of* [Fall, Winter, Spring]: <i>*(subject to timely and clear submission)</i>	Spring 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.*

Example:

Degree requirements: WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or 4000-level**.

Minor in Biochemistry

The minor in Biochemistry consists of seven courses, including CHEM-1100, CHEM-1110, CHEM-2300, and BIOC-2010, **plus three courses chosen from BIOC-3XXX and BIOC-4XXX, one of which must be at 4XXX level.** ~~at the 3XXX level or above. The courses at the 3XXX level or above must be chosen from BIOC-3100, BIOC-3110, BIOC-3130, BIOC-3310, BIOC-4010, BIOC-4020, BIOC-4030, and/or BIOC-4050.~~ Selected courses leading to the minor may not consist of anti-requisites to courses in the student's degree program. Students must also remember to select only courses, which may be otherwise counted for credit towards their degree programs. The following courses cannot be used towards the minor in Biochemistry: BIOC-1303, BIOC-2015, CHEM-2003, CHEM-2305, CHEM-3305, CHEM-3315. An overall average of 67% or higher must be obtained, with no individual course having a grade lower than 60%.

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**.*

NA

B. RATIONALE

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

The revision is aimed to include newly developed and revised BIOC-3xxx and 4xxx (e.g. BIOC-3030 and BIOC-4008) as optional courses for students in other program to enroll as part of Minor in Biochemistry.

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this program(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

No change to the Department strategy and practice to encourage all instructors to consider and include indigenious-related contents when appropriate.

C. RESOURCES

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

Describe, in general terms, all faculty expertise and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s). Please do not name specific individuals.

No additional resources are requested or required.

C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

None

C.1.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.1.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.2 Other Available Resources (Ministry sections 3 and 4)

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 additional resources are required and requested.

C.3 Resource Implications for Other Campus Units (Ministry 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.

No additional resources are required and requested.

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

No additional resources are required and requested.

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

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

Describe 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.).

N/A

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. If not applicable, write n/a.*

Faculty:	N/A
Staff:	N/A
GA/TAs:	N/A

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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. If not applicable, write n/a.*

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

**University of Windsor
Program Development Committee**

***5.12 Forensic Science - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the degree requirements for the Bachelor of Forensic Science be changed according to the program/course change form.^

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the Science Program Development Committee (SPDC) delegated on behalf of the Faculty of Science Coordinating Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	Bachelor of Forensic Science
DEPARTMENT(S)/SCHOOL(S):	Science
FACULTY(IES):	Science

Proposed change(s) effective as of* [Fall, Winter, Spring]: <i>*(subject to timely and clear submission)</i>	Spring 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: Degree requirements: WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or 4000-level**.*

Bachelor of Forensic Science

Total courses: forty

(a) ~~FRSC-1107~~ **FRSC-1101**; FRSC-2007; FRSC-2100; FRSC-3010; FRSC-3101; FRSC-3105; FRSC-3111; FRSC-4002; FRSC-4207; FRSC-4217; FRSC-4900 (two semester course); SACR-2150; LAWS-2190;

(b) any three of the following (if not required in chosen area of concentration): FRSC-3201; FRSC-3217; FRSC-4018; FRSC-4227; FRSC-4237; SACR-3230; SACR-4120

(c) ten additional courses from one of the four following areas of concentration: Biology, Chemistry, Life Sciences, or Information Technology. At least four of these courses must be at the 3000 level or above. The area of concentration must be declared prior to entry of second year studies.

(d) BIOL-1101; BIOL-1111; CHEM-1100; CHEM-1110; CHEM-2300 OR CHEM-2320 (CHEM 2300 if CHEM 2310 is required in chosen area of concentration); MATH-1720; STAT-2910; one pair of PHYS-1300 and PHYS-1310 OR PHYS-1400 and PHYS-1410 (PHYS-1400 and PHYS-1410 are required in Chemistry concentration); COMP-1047;

(e) three courses from any area of study.

Courses that are used to calculate the major average: courses listed under requirements (a) and (b), and courses in the chosen area of concentration

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**.*

B. RATIONALE

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

FRSC 1107 used to have two sections – FRSC 1107-01 was designed for forensic majors and included a laboratory component. FRSC 1107-91 was an online section, meant for non-majors. There were enough differences between the two sections that effectively they were two separate courses. In 2019/2020, the two sections were separated and FRSC 1107-01 was renumbered as FRSC 1101. At the time the BA (Forensics) requirements were changed, but the BFS were not. This change is to ensure that the BFS students take the appropriate course.

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this program(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

The proposed change does not include changes to course content. This course includes respectful, ethical, and cultural (including indigenous) considerations surrounding crime scene investigations.

C. RESOURCES

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

Describe, in general terms, all faculty expertise and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s). Please do not name specific individuals.

FRSC-1107 Introductory Crime Scene Investigation has been taught by core faculty, and will continue to be.

C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

This is a core course in the forensic programs and is taught by core faculty.

C.1.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.1.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.2 Other Available Resources (Ministry sections 3 and 4)

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

N/A

C.3 Resource Implications for Other Campus Units (Ministry 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.

N/A

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

N/A

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

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

Describe 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.).

N/A

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. If not applicable, write n/a.*

Faculty:	N/A
Staff:	N/A
GA/TAs:	N/A

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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. If not applicable, write n/a.*

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

University of Windsor
Program Development Committee

***5.13 Digital Journalism - Minor Program Changes (Form C)**

Item for: **Approval**

MOTION: That the Combined Honours Digital Journalism in English, Combined Honours Digital Journalism and English and Creative Writing, Combined Honours Digital Journalism and Political Science, and, Combined Honours Digital Journalism and Communication, Media and Film be discontinued effective Spring 2021.

^Subject to approval of the expenditures required.

Rationale/Approvals:

- The proposal has been approved by the Faculty of Arts, Humanities and Social Science Coordinating Council.
- *See attached.*

PROGRAM DEVELOPMENT COMMITTEE

MINOR PROGRAM CHANGES

FORM C

TITLE OF PROGRAM(S)/CERTIFICATE(S):	Combined Honours Digital Journalism in English Combined Honours Digital Journalism and English and Creative Writing Combined Honours Digital Journalism and Political Science Combined Honours Digital Journalism and Communication, Media and Film
DEPARTMENT(S)/SCHOOL(S):	FAHSS Deans Office; English; Political Science; Communication, Media and Film.
FACULTY(IES):	FAHSS

Proposed change(s) effective as of* [Fall, Winter, Spring]: <i>*(subject to timely and clear submission)</i>	Spring 2021
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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/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: Degree requirements: WXYZ-1000, ~~WXYZ-1010~~, WXYZ-1100, WXYZ-2100, WXYZ-3100, WXYZ-4100, plus three additional courses at the **3000-level or** 4000-level.

~~**BA Combined Honours Digital Journalism and Communication, Media and Film**~~ As of Winter 2018, there are no new admissions to the Digital Journalism programs.

Program Regulation:

Students in combined programs must complete all courses used to calculate the major average for both subject areas, and GART 1500 and GART 1510. They must also complete the degree requirements, in the order presented to a total of forty courses. Example: If the total course requirements add up to 43 once the requirements for the second subject area are included, the degree requirements are to be completed in the order presented, until the student reaches a total of 40 courses.

Degree Requirements:

Total Courses: forty

(a) Digital Journalism— 16 courses, including: DIGJ 1400, DIGJ 2400, DIGJ 3400 (2 semester course), DIGJ 4300, DIGJ 4400, DIGJ 1250, DIGJ 1200, DIGJ 2300, DIGJ 2220, DIGJ 2200, DIGJ 2250, DIGJ 3200; and three from ENGL 3002, ENGL 3710, ENGL 4005, ENGL 3410, POLS 2010, POLS 2130, POLS 3780, POLS 3790, CMAF 2010, CMAF 2430, CMAF 3010, CMAF 2610, CMAF 3700.

(b) Communication, Media, and Film: sixteen courses, including: CMAF 1010, CMAF 2340, CMAF 2750, plus one of CMAF 2010, CMAF 2250, CMAF 3340 or CMAF 3750, plus twelve additional courses (CMAF Xxxx), at least three of which must be at the 3000 or 4000 level, and at least two of those must be at the 4000 level. (CMAF 3990 and CMAF 4990 do not count as fulfilling the 3000 and 4000 level requirements; only one of CMAF 4890 or CMAF 4950 may be used to satisfy the 4000 level requirement.)

(c) ~~GART 1500, GART 1510;~~

(d) two courses from Languages or Science;

(e) two courses from Arts

(f) two courses from any area of study, excluding Social Sciences.

(g) additional courses, if required

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Courses used to calculate the major average are: courses listed under requirements (a) and (b), and any courses taken in the major area(s) of study.

~~**Combined Honours Digital Journalism and English**~~ As of Winter 2018, there are no new admissions to the Digital Journalism programs.

Program Regulation:

Students in combined programs must complete the major requirements for both subject areas, and GART-1500 and GART-1510. They must also complete the degree requirements in the order presented, to a total of forty courses. Example: If the total course requirements add up to 43 once the requirements for the second subject area are included, the degree requirements are to be completed in the order presented, until the student reaches a total of 40 courses.

Degree Requirements:

Total courses: forty.

(a) Digital Journalism— 16 courses, including: DIGJ-1250, DIGJ-1200, DIGJ-2300, DIGJ-2250, DIGJ-2220, DIGJ-3200, DIGJ-2200, DIGJ-1400, DIGJ-2400, DIGJ-3400 (2 semester course), DIGJ-4300, DIGJ-4400; and three courses from ENGL-3002, ENGL-3710, ENGL-4005, ENGL-3410, POLS-2010, POLS-2130, POLS-3780, POLS-3790, CMAF-2010, CMAF-2430, CMAF-3010, CMAF-2610, CMAF-3700

(b) English— 16 courses, including: ENGL-1002, ENGL-1003, ENGL-1004; ENGL-2210* or ENGL-2220; One of ENGL-2410, ENGL-2420, or ENGL-2430; two Category A courses; one course from each of Categories B through E; Two 4000-level courses, or one 4000-level course and one “practicum” course; one of ENGL-2430, ENGL-2410, ENGL-2330; two* additional English courses.

Recommended: ENGL-4001 (Scholarship and Bibliography)

*If ENGL-2210 is used to satisfy both (b) above and the Category C requirement under (c), for the major requirements, the student must take one additional course under (h) to bring the total number of English courses up to the required sixteen for the degree program.

(c) GART-1500;

(d) two courses from Social Sciences;

(e) two courses from Languages or Science;

(f) two courses from any area of study, excluding Arts.

(g) additional courses from any area of study to a total of forty courses.

Courses used to calculate the major average are: courses listed under requirements (a) and (b), and any courses taken in the major area(s) of study.

~~**Combined Honours Digital Journalism and English and Creative Writing**~~ As of Winter 2018, there are no new admissions to the Digital Journalism programs.

Program Regulation:

Students in combined programs must complete all courses used to calculate the major average for both subject areas, and GART-1500 and GART-1510. They must also complete the degree requirements, in the order presented to a total of forty courses. Example: If the total course requirements add up to 43 once the requirements for the second subject area are included, the degree requirements are to be completed in the order presented, until the student reaches a total of 40 courses.

Degree Requirements:

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Total courses: forty.

(a) Digital Journalism—16 courses, including: DIGJ-1250, DIGJ-1200, DIGJ-2300, DIGJ-2250, DIGJ-2220, DIGJ-3200, DIGJ-2200; DIGJ-1400, DIGJ-2400, DIGJ-3400 (2-semester course), DIGJ-4300, DIGJ-4400; and three from ENGL-3002, ENGL-3710, ENGL-4005, ENGL-3410, POLS-2010, POLS-2130, POLS-3780, POLS-3790, CMAF-2010, CMAF-2430, CMAF-3010, CMAF-2610, CMAF-3700

(b) English and Creative Writing:

Major requirements—English and Creative Writing—16 courses, including: ENGL-1002, ENGL-1003, ENGL-1004 (Students are encouraged to take ENGL-1003 and ENGL-1004 in their first year.); ENGL-2210 or ENGL-2220; ENGL-2410, ENGL-2420, or ENGL-2430; ENGL-2710 (6.0-credit course) and ENGL-4710 (6.0-credit course); ENGL-3710; one Category A course; one from each of Categories B through D; one of ENGL-2430, ENGL-2410, ENGL-2330; one* additional English course

Recommended: ENGL-4003 (Editing Practicum).

*If ENGL-2210 is used to satisfy both (b) above and the Category C requirement under (g), for the major requirements, the student must take one additional course under (i) to bring the total number of English courses up to the required sixteen for the degree program.

(c) GART-1500;

(d) two courses from Social Sciences;

(e) two courses from Languages or Science;

(f) two courses from any area of study, excluding Arts.

(g) additional courses from any area of study to a total of forty courses.

Courses used to calculate the major average are: courses listed under requirements (a) and (b), and any courses taken in the major area(s) of study.

Combined Honours Digital Journalism and Political Science As of Winter 2018, there are no new admissions to the Digital Journalism programs.

Program Regulation:

Students in combined programs must complete all courses used to calculate the major average for both subject areas, and GART-1500 and GART-1510. They must also complete the degree requirements, in the order presented to a total of forty courses. Example: If the total course requirements add up to 43 once the requirements for the second subject area are included, the degree requirements are to be completed in the order presented, until the student reaches a total of 40 courses.

Degree Requirements:

Total courses: forty.

(a) Digital Journalism—16 courses, including: DIGJ-1400, DIGJ-2400, DIGJ-3400 (6.0-credit course taken over 2 semesters), DIGJ-4300, DIGJ-4400; DIGJ-1250, DIGJ-1200, DIGJ-2300, DIGJ-2220, DIGJ-2200, DIGJ-2250, DIGJ-3200; three from ENGL-3002, ENGL-3710, ENGL-4005, ENGL-3410, POLS-2010, POLS-2130, POLS-3780, POLS-3790, CMAF-2010, CMAF-2430, CMAF-3010, CMAF-2610, CMAF-3700.

(b) Political Science: fourteen courses, including: POLS-1000, POLS-1300, POLS-1600, POLS-2510 or POLS-2520 and POLS-2750; one of POLS-2010, POLS-2110, POLS-2120, POLS-2130, POLS-2200, POLS-3090, POLS-3140, or POLS-3210; eight additional courses of which at least three must be at the 4000 level.

(c) GART-1500, GART-1510;

(d) SOSC-2500;

(e) two courses from Languages or Science;

(f) two courses from Arts

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~~(g) two courses from any area of study, excluding Social Sciences.
(h) additional courses if required.~~

~~Courses used to calculate the major average are: courses listed under requirements (a) and (b), and any courses taken in the major area(s) of study.~~

PROGRAM DEVELOPMENT COMMITTEE

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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).

The Digital Journalism combined honors in English; English and Creative Writing; Political Science; and Communication Media and Film have ceased admitting new students as of Fall 2018 at the request of the Dean of FAHSS due to low enrollment. The final few students in the program are close to completing their programs and it is now time to delete the programs from the Undergraduate Calendar, also at the request of the Dean of FAHSS.

B.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this program(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

N/A

C. RESOURCES

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

Describe, in general terms, all faculty expertise and staff resources (e.g., administrative, teaching, supervision) from all affected areas/departments currently available and actively committed to support the program change(s). Please do not name specific individuals.

N/A

C.1.1 Extent of Reliance on Adjunct, Limited-term, and Sessional Faculty in Delivering the Revised Program

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

N/A

C.1.2 Graduate Faculty Qualifications and Supervisory Loads (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

C.1.3 Financial Assistance for Graduate Students (where appropriate) (FOR GRADUATE PROGRAMS ONLY)

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.

N/A

PROGRAM DEVELOPMENT COMMITTEE

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C.2 Other Available Resources (Ministry sections 3 and 4)

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

N/A

C.3 Resource Implications for Other Campus Units (Ministry 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.

N/A

C.4 Anticipated New Resources (QAF sections 2.1.7, 2.1.8 and 2.1.9; Ministry 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.*

N/A

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

Describe 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.).

N/A

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. If not applicable, write n/a.*

Faculty:	N/A
Staff:	N/A
GA/TAs:	N/A

C.6.1 Additional Institutional Resources and Services Required by all Affected Areas or Departments

*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. If not applicable, write n/a.*

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

**University of Windsor
Program Development Committee**

*5.14: **Business (Graduate) – Summary of Minor Course and Calendar Changes (Form E)**

Item for: **Information**

Forwarded by: **Faculty of Graduate Studies**

Form History (Leave blank if there have been no changes. Changes can also be noted directly in the Workflow)

Date of Modification	Approval Body Modifying	Reason for Modification

ALL SECTIONS OF THIS FORM **MUST** BE COMPLETED. **LEARNING OUTCOMES MUST BE PROVIDED FOR LISTED COURSES WHERE:**

I. THERE ARE **NO OFFICIAL LEARNING OUTCOMES FOR THE COURSE** IN THE PDC/SENATE RECORD (check the CuMA database at <https://ctl2.uwindsor.ca/cuma/public/>)

OR

II. THERE ARE **CHANGES TO THE COURSE LEARNING OUTCOMES**

OR

III. IT HAS **BEEN 5 YEARS SINCE LEARNING OUTCOMES FOR THE COURSE WERE LAST SUBMITTED TO PDC/SENATE** (check the CuMA database for the date of last submission at <https://ctl2.uwindsor.ca/cuma/public/>)

Confirmation of Consultation with AAUs That Will Be Affected, in Major Ways, by the Changes

AAU Consulted	AAU Head/Directors	Date Consulted	Supportive	
			Yes	No
Odette Dean	Dr Mitch Fields	Nov 2020	Yes	
Odette/Accounting	Don Jones	Nov 2020	Yes	
Odette/Accounting and instructor that teaches the course	Dr. Talal Al-Hayale	Nov 2020	Yes	

Please specify to which calendar [Undergraduate or Graduate] the changes will be made. Include the effective date* [Fall, Winter, Spring, 20XX].

*(subject to timely and clear submission) These changes require no new resources.

Fall 2021

A. Proposed Course Calendar Revisions

Please provide the current and the proposed new course information by cutting and pasting from the current undergraduate or graduate online calendar (www.uwindsor.ca/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. For contact hour/laboratory requirement changes which do not always appear in the calendar, please type in the current information and clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: CHEM-1001. University Senates — ~~Role and Power~~ This course explores the history, role, and power of Senates in Canadian universities. (~~Also offered as BIOC-1001.~~) (Prerequisite: CHEM-1000.) ~~2 lecture hours and 1 tutorial hour per week~~ **3 lecture hours/week**

PROGRAM DEVELOPMENT COMMITTEE

SUMMARY OF MINOR COURSE AND CALENDAR CHANGES

FORM E

BUSI 8020. Core Concepts of Accounting I

An introduction to the role and importance of accounting information in the decision-making process and how to use and interpret various types of accounting information found in financial statements and annual reports. Core concepts of financial accounting will be examined, including the determination of income and the recognition, measurement and reporting of assets, liabilities, and owners' equity. The impact of ethical, regulatory and environmental aspects on the interpretation and application of accounting information will be considered.

A.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this/these course(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

All course outlines of the Odette School of Business recognize that the Odette School of Business and the University of Windsor sit on the Traditional territory of the Three Fires confederacy of First Nations, comprised of the Ojibway, the Odawa, and the Potawatomie. Odette School of Business encourages course developers and instructors to incorporate Indigenous content, perspectives, or material into the curriculum where applicable.

B. Learning Outcomes for the Courses Listed Above

*Please complete the following table. State the specific learning outcomes that make up the goal of the course (what will students know and be able to do at the end of this course?) and link the learning outcomes to the Characteristics of a University of Windsor Graduate outlined in "To Greater Heights" by listing them in the appropriate rows. Please note that a learning outcome may link to more than one of the specified Characteristics of a University of Windsor Graduate, and that a single course might not touch on each of the Characteristics. **If a specific learning outcome is not applicable for the course, please enter N/A or not applicable.** Proposers are strongly encouraged to contact the Centre for Teaching and Learning for assistance with the articulation of learning outcomes. **Where there are changes to the learning outcomes, please clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.** COPY AND PASTE THE FOLLOWING ROW and TABLE, AND COMPLETE THEM FOR EACH COURSE LISTED ABOVE.*

Not relevant as course will be deleted

**University of Windsor
Program Development Committee**

*5.15 **Disability Studies - Summary of Minor Course and Calendar Changes (Form E)**

Item for: **Information**

Forwarded by: **Faculty of Arts Humanities and Social Sciences**

Form History (Leave blank if there have been no changes. Changes can also be noted directly in the Workflow)

Date of Modification	Approval Body Modifying	Reason for Modification
July 13, 2020	School of Social Work	DISB-2010 is the prerequisite for DISB-3020, which in turn is the prerequisite for DISB-4010. However, students in the Social Work and Disability Studies BSW program have to take DISB-4010 before DISB-3020. If the prerequisite for students in this program is changed to DISB-2010, they will be able to register for DISB-4010 without having to ask for instructor permission. For all other students, DISB 3020 is and should remain the prerequisite for DISB 4010.

INSTRUCTIONS ARE PROVIDED IN SHADED AREAS. DO NOT WRITE IN SHADED AREAS.

ALL SECTIONS OF THIS FORM **MUST** BE COMPLETED. **LEARNING OUTCOMES MUST BE PROVIDED FOR LISTED COURSES WHERE:**

I. THERE ARE **NO OFFICIAL LEARNING OUTCOMES FOR THE COURSE** IN THE PDC/SENATE RECORD (check the CuMA database at <https://ctl2.uwindsor.ca/cuma/public/>)

OR

II. THERE ARE **CHANGES TO THE COURSE LEARNING OUTCOMES**

OR

III. IT HAS **BEEN 5 YEARS SINCE LEARNING OUTCOMES FOR THE COURSE WERE LAST SUBMITTED TO PDC/SENATE** (check the CuMA database for the date of last submission at <https://ctl2.uwindsor.ca/cuma/public/>)

Confirmation of Consultation with AAUs That Will Be Affected, in Major Ways, by the Changes

AAU Consulted	AAU Head/Directors	Date Consulted	Supportive	
			Yes	No
School of Social Work	Dr. Robin Wright, Director			
Department of Psychology	Dr. Dennis Jackson, Head			

Please specify to which calendar [Undergraduate or Graduate] the changes will be made. Include the effective date* [Fall, Winter, Spring, 20XX]. *(subject to timely and clear submission) These changes require no new resources.

Spring 2021

A. Proposed Course Calendar Revisions

Please provide the current and the proposed new course information by cutting and pasting from the current undergraduate or graduate online calendar (www.uwindsor.ca/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. For contact hour/laboratory requirement changes which do not always appear in the calendar, please type in the current information and clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new

PROGRAM DEVELOPMENT COMMITTEE

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FORM E

information with **bolding and underlining**. Example: CHEM-1001. University Senates ~~—Role and Power—~~ This course explores the history, role, and power of Senates in Canadian universities. ~~(Also offered as BIOC 1001.)~~ (Prerequisite: CHEM-1000.) ~~2 lecture hours and 1 tutorial hour per week~~ **3 lecture hours/week**

DISB-4010. Community Approaches, Advocacy and Empowerment

Students will critically review traditional approaches to professional practice with people with disabilities, with special attention to the role of the professional. Using case studies, students will explore professional intervention strategies that promote full participation and equality for people with disabilities. Other themes include self-determination and choice, supporting disability rights and self-advocacy organizations, and building alliances. Recognizing how important family is to many people with disabilities, this course will also explore the implications of the views and experiences of family members. Stressing the need for empowerment, this course introduces students to social change movements as led by people in search of full citizenship who have disabilities. The implications for empowerment, created by the advent of new technologies, is also explored. (Prerequisite **for Social Work/Disability Studies BSW students: DISB 2010. Prerequisite for all other students: DISB-3020**)

A.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this/these course(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

The issues, experiences, and knowledges of Indigenous people with disabilities are integrated throughout course content. In this course we use content written by Indigenous people exploring Indigenous wellness frameworks and address the consequences of ongoing colonization on Indigenous people. We consider epistemes, policies, laws, and practices that negatively impact Indigenous peoples with disabilities, and this material is weaved throughout course curriculum.

B. Learning Outcomes for the Courses Listed Above

*Please complete the following table. State the specific learning outcomes that make up the goal of the course (what will students know and be able to do at the end of this course?) and link the learning outcomes to the Characteristics of a University of Windsor Graduate outlined in "To Greater Heights" by listing them in the appropriate rows. Please note that a learning outcome may link to more than one of the specified Characteristics of a University of Windsor Graduate, and that a single course might not touch on each of the Characteristics. **If a specific learning outcome is not applicable for the course, please enter N/A or not applicable.** Proposers are strongly encouraged to contact the Centre for Teaching and Learning for assistance with the articulation of learning outcomes. **Where there are changes to the learning outcomes, please clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.** COPY AND PASTE THE FOLLOWING ROW and TABLE, AND COMPLETE THEM FOR EACH COURSE LISTED ABOVE.*

COMPLETE THIS TABLE FOR EACH COURSE LISTED IN SECTION "A" ABOVE.	
COURSE NUMBER AND TITLE:	DISB 4010: Community Approaches, Advocacy and Empowerment <i>Note: These are new learning outcomes.</i>
SELECT ONE OF THE FOLLOWING:	
I. There are no official learning outcomes for the course in the PDC/Senate record. (check the CuMA database at https://ctl2.uwindsor.ca/cuma/public/)	<input checked="" type="checkbox"/> Provide learning outcomes for the course by completing the Learning Outcomes Table below.

PROGRAM DEVELOPMENT COMMITTEE

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II. There are changes to the course learning outcomes	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
III. It has been 5 years since learning outcomes for the course were last submitted to PDC/Senate. (check the CuMA database for the date of last submission at https://ctl2.uwindsor.ca/cuma/public/)	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
IV. Learning Outcomes have been reviewed in the past 5 years and no revisions are being proposed.	_____ Learning outcomes need not be submitted. PROVIDE DATE LAST REVIEWED BY PDC/SENATE then go to the next course: _____ (check CUMA database at: https://ctl2.uwindsor.ca/cuma/public/)

LEARNING OUTCOMES TABLE

Course Learning Outcomes <i>This is a sentence completion exercise.</i>	Characteristics of a University of Windsor Graduate
<u>At the end of the course, the successful student will know and be able to:</u>	<u>A U of Windsor graduate will have the ability to demonstrate:</u>
A. Promote equity and full participation for people with disabilities	A. the acquisition, application and integration of knowledge
B. Critically analyze the concept of disability rights	B. research skills, including the ability to define problems and access, retrieve and evaluate information (information literacy)
C.	C. critical thinking and problem-solving skills
D. Literature analysis and application to case studies	D. literacy and numeracy skills
E. Assess issues related to empowerment and recognize empowering and disempowering professional interventions	E. responsible behaviour to self, others and society
F. Apply interpersonal communication skills in the context of macro practice and advocacy for disability groups	F. interpersonal and communications skills
G. Work as part of a team and take responsibility on completing group tasks	G. teamwork, and personal and group leadership skills
H. Promote understanding of self-determination and choice in disability studies	H. creativity and aesthetic appreciation
I. Explore self-advocacy organizations to support continuing learning about disability justice	I. the ability and desire for continuous learning

University of Windsor
Program Development Committee

*5.16 **Dramatic Art - Summary of Minor Course and Calendar Changes (Form E)**

Item for: **Information**

Forwarded by: **Faculty of Arts, Humanities, and Social Sciences**

Form History (Leave blank if there have been no changes. Changes can also be noted directly in the Workflow)

Date of Modification	Approval Body Modifying	Reason for Modification
4 December 2020	Dramatic Art Council	Correct the Co-requisites and add Indigenous Content

INSTRUCTIONS ARE PROVIDED IN SHADED AREAS. DO NOT WRITE IN SHADED AREAS.

ALL SECTIONS OF THIS FORM **MUST** BE COMPLETED. **LEARNING OUTCOMES MUST BE PROVIDED FOR LISTED COURSES WHERE:**

I. THERE ARE **NO OFFICIAL LEARNING OUTCOMES FOR THE COURSE** IN THE PDC/SENATE RECORD (check the CuMA database at <https://ctl2.uwindsor.ca/cuma/public/>)

OR

II. THERE ARE **CHANGES TO THE COURSE LEARNING OUTCOMES**

OR

III. IT HAS **BEEN 5 YEARS SINCE LEARNING OUTCOMES FOR THE COURSE WERE LAST** SUBMITTED TO PDC/SENATE (check the CuMA database for the date of last submission at <https://ctl2.uwindsor.ca/cuma/public/>)

Confirmation of Consultation with AAUs That Will Be Affected, in Major Ways, by the Changes

AAU Consulted	AAU Head/Directors	Date Consulted	Supportive	
			Yes	No
N/A				

Please specify to which calendar [Undergraduate or Graduate] the changes will be made.
Include the effective date* [Fall, Winter, Spring, 20XX].
*(subject to timely and clear submission).

Undergraduate,
Spring 2021

A. Proposed Course Calendar Revisions

Please provide the current and the proposed new course information by cutting and pasting from the current undergraduate or graduate online calendar (www.uwindsor.ca/secretariat/calendars) and clearly marking deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining. For contact hour/laboratory requirement changes which do not always appear in the calendar, please type in the current information and clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: CHEM-1001. University Senates ~~—Role and Power—~~ This course explores the history, role, and power of Senates in Canadian universities. ~~(Also offered as BIOC 1001.)~~ (Prerequisite: CHEM-1000.) ~~2 lecture hours and 1 tutorial hour per week~~ **3 lecture hours/week****

DRAM-1290.Improvisation and Introduction to Acting for the Theatre II

Continuation of DRAM-1280. The study and practice of basic elements of acting and improvisation (Prerequisite: DRAM-1280.) (Co-requisites: DRAM-~~1210~~ ~~1200~~, DRAM-~~1270~~ ~~1260~~.) (Restricted to BFA Acting students only.) (Laboratory hours by arrangement.)

PROGRAM DEVELOPMENT COMMITTEE

SUMMARY OF MINOR COURSE AND CALENDAR CHANGES

FORM E

A.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this/these course(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

When Indigenous students take this class they are provided with the link to Playwrights Canada Press web listing of plays by First Nations and Metis playwrights and told that many of these titles are available free of charge through Leddy Library at <http://led.uwindsor.ca/drama> and https://uwindsor.primo.exlibrisgroup.com/permalink/01UTON_UW/74r0r0/alma99882920702181.

Music played for warm-ups include songs by Indigenous artists such as Buddy Ste. Marie, Heather Dale, Robbie Robertson, and The Jerry Cans. Artists are acknowledged by name and nationality.

B. Learning Outcomes for the Courses Listed Above

*Please complete the following table. State the specific learning outcomes that make up the goal of the course (what will students know and be able to do at the end of this course?) and link the learning outcomes to the Characteristics of a University of Windsor Graduate outlined in "To Greater Heights" by listing them in the appropriate rows. Please note that a learning outcome may link to more than one of the specified Characteristics of a University of Windsor Graduate, and that a single course might not touch on each of the Characteristics. **If a specific learning outcome is not applicable for the course, please enter N/A or not applicable.** Proposers are strongly encouraged to contact the Centre for Teaching and Learning for assistance with the articulation of learning outcomes. **Where there are changes to the learning outcomes, please clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.** COPY AND PASTE THE FOLLOWING ROW and TABLE, AND COMPLETE THEM FOR EACH COURSE LISTED ABOVE.*

COMPLETE THIS TABLE FOR EACH COURSE LISTED IN SECTION "A" ABOVE.	
COURSE NUMBER AND TITLE:	DRAM-1290. Improvisation and Introduction to Acting for the Theatre II (Note: Learning Outcomes last updated: May 13, 2016)
SELECT ONE OF THE FOLLOWING:	
I. There are no official learning outcomes for the course in the PDC/Senate record. (check the CuMA database at https://ctl2.uwindsor.ca/cuma/public/)	<input type="checkbox"/> Provide learning outcomes for the course by completing the Learning Outcomes Table below.
II. There are changes to the course learning outcomes	<input type="checkbox"/> Provide learning outcomes for the course by completing the Learning Outcomes Table below.
III. It has been 5 years since learning outcomes for the course were last submitted to PDC/Senate. (check the CuMA database for the date of last submission at https://ctl2.uwindsor.ca/cuma/public/)	<input type="checkbox"/> Provide learning outcomes for the course by completing the Learning Outcomes Table below.
IV. Learning Outcomes have been reviewed in the past 5 years and no revisions are being proposed.	<input checked="" type="checkbox"/> Learning outcomes need not be submitted. PROVIDE DATE LAST REVIEWED BY PDC/SENATE then go to the next course: 2016-05-13 (check CUMA database at: https://ctl2.uwindsor.ca/cuma/public/)

University of Windsor
Program Development Committee

*5.17: **Mathematics and Statistics - Summary of Minor Course and Calendar Changes (Form E)**

Item for: **Information**

Forwarded by: **Faculty of Science**

Form History (Leave blank if there have been no changes. Changes can also be noted directly in the Workflow)

Date of Modification	Approval Body Modifying	Reason for Modification

INSTRUCTIONS ARE PROVIDED IN SHADED AREAS. DO NOT WRITE IN SHADED AREAS.

ALL SECTIONS OF THIS FORM **MUST** BE COMPLETED. **LEARNING OUTCOMES MUST BE PROVIDED FOR LISTED COURSES WHERE:**

I. THERE ARE **NO OFFICIAL LEARNING OUTCOMES FOR THE COURSE** IN THE PDC/SENATE RECORD (check the CuMA database at <https://ctl2.uwindsor.ca/cuma/public/>)

OR

II. THERE ARE **CHANGES TO THE COURSE LEARNING OUTCOMES**

OR

III. IT HAS **BEEN 5 YEARS SINCE LEARNING OUTCOMES FOR THE COURSE WERE LAST SUBMITTED TO PDC/SENATE** (check the CuMA database for the date of last submission at <https://ctl2.uwindsor.ca/cuma/public/>)

Confirmation of Consultation with AAUs That Will Be Affected, in Major Ways, by the Changes

AAU Consulted	AAU Head/Directors	Date Consulted	Supportive	
			Yes	No

Please specify to which calendar [Undergraduate or Graduate] the changes will be made.

Include the effective date* [Fall, Winter, Spring, 20XX].

*(subject to timely and clear submission) These changes require no new resources.

Fall 2021

A. Proposed Course Calendar Revisions

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

For contact hour/laboratory requirement changes which do not always appear in the calendar, please type in the current information and clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**. Example: CHEM-1001. University Senates ~~—Role and Power—~~ This course explores the history, role, and power of Senates in Canadian universities. (Also offered as BIOC-1001.) (Prerequisite: CHEM-1000.) ~~2 lecture hours and 1 tutorial hour per week~~ **3 lecture hours/week**

MATH-1260. Vectors and Linear Algebra

This course is for students without Ontario Grade 12 Calculus and Vectors (MCV4U). The course MATH-1250 is for students with MCV4U. This course will cover vectors, three-dimensional geometry, linear systems, matrix algebra, determinants, n- dimensional vectors, dot product, cross product, orthogonalization, eigenvalues, eigenvectors, diagonalization and vector spaces. **The course is equivalent to MATH-1250 for all prerequisite purposes.** (Prerequisite: Ontario Grade 12 Advanced Functions (MHF4U).) (Antirequisites: MATH-1250, MATH-1270.) (4 lecture hours, 2 tutorial hours per week.)

MATH-1720. Differential Calculus

This course will cover trigonometric functions and identities, inverse trigonometric functions, limits and continuity, derivatives and applications, mean value theorem, indeterminate forms and l'Hôpital's rule, antiderivatives and an introduction to definite integrals. This course is for students who have taken both Ontario Grade 12 Advanced Functions (MHF4U) and Ontario Grade 12 Calculus and Vectors (MCV4U). Students who do not have credit for MCV4U should take MATH-1760. (Prerequisites: Ontario Grade 12 Advanced Functions (MHF4U) and Ontario Grade 12 Calculus and Vectors (MCV4U) or MATH-1780.) (Antirequisite: MATH-1760.) (3 lecture hours, 2 1 tutorial hours per week.)

MATH-1760. Functions and Differential Calculus

This course will cover a review of functions, trigonometric functions and identities, transcendental functions, inverse trigonometric functions, introduction to limits, continuity, derivatives and applications, mean value theorem, indeterminate forms and l'Hôpital's rule, antiderivatives and an introduction to definite integrals. This course is for students who have taken Ontario Grade 12 Advanced Functions (MHF4U), but have not taken Ontario Grade 12 Calculus and Vectors (MCV4U). Students who have credit for MCV4U should take MATH-1720. The course is equivalent to MATH-1720 for all prerequisite purposes. (Prerequisite: Ontario Grade 12 Advanced Functions (MHF4U).) (Antirequisite: MATH-1720.) (4 lecture hours, 2 1 tutorial hours per week.)

A.1 Indigenous (First Nations, Métis, or Inuit) Content, Perspectives, or Material

The University of Windsor is committed to building stronger, more meaningful partnerships with Indigenous students, scholars and communities. In revising this/these course(s), how has consideration been given to incorporating Indigenous (First Nations, Métis, or Inuit) content, perspectives, or material into the curriculum?

For these simple changes, no consideration has been given.

B. Learning Outcomes for the Courses Listed Above

*Please complete the following table. State the specific learning outcomes that make up the goal of the course (what will students know and be able to do at the end of this course?) and link the learning outcomes to the Characteristics of a University of Windsor Graduate outlined in "To Greater Heights" by listing them in the appropriate rows. Please note that a learning outcome may link to more than one of the specified Characteristics of a University of Windsor Graduate, and that a single course might not touch on each of the Characteristics. **If a specific learning outcome is not applicable for the course, please enter N/A or not applicable.** Proposers are strongly encouraged to contact the Centre for Teaching and Learning for assistance with the articulation of learning outcomes. **Where there are changes to the learning outcomes, please clearly mark deletions with strikethrough (~~strikethrough~~) and additions/new information with **bolding and underlining**.** COPY AND PASTE THE FOLLOWING ROW and TABLE, AND COMPLETE THEM FOR EACH COURSE LISTED ABOVE.*

COMPLETE THIS TABLE FOR EACH COURSE LISTED IN SECTION "A" ABOVE.

COURSE NUMBER AND TITLE:

MATH-1260. Vectors and Linear Algebra

(Learning Outcomes last updated January 19, 2017)

SELECT ONE OF THE FOLLOWING:

I. There are no official learning outcomes for the course in the PDC/Senate record. (check the CuMA database at https://ctl2.uwindsor.ca/cuma/public/)	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
II. There are changes to the course learning outcomes	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
III. It has been 5 years since learning outcomes for the course were last submitted to PDC/Senate. (check the CuMA database for the date of last submission at https://ctl2.uwindsor.ca/cuma/public/)	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
IV. Learning Outcomes have been reviewed in the past 5 years and no revisions are being proposed.	<u> X </u> Learning outcomes need not be submitted. PROVIDE DATE LAST REVIEWED BY PDC/SENATE then go to the next course: 2017-01-19 (check CUMA database at: https://ctl2.uwindsor.ca/cuma/public/)

COMPLETE THIS TABLE FOR EACH COURSE LISTED IN SECTION "A" ABOVE.	
COURSE NUMBER AND TITLE:	MATH-1720. Differential Calculus (Learning Outcomes last updated January 19, 2017)
SELECT ONE OF THE FOLLOWING:	
I. There are no official learning outcomes for the course in the PDC/Senate record. (check the CuMA database at https://ctl2.uwindsor.ca/cuma/public/)	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
II. There are changes to the course learning outcomes	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
III. It has been 5 years since learning outcomes for the course were last submitted to PDC/Senate. (check the CuMA database for the date of last submission at https://ctl2.uwindsor.ca/cuma/public/)	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.
IV. Learning Outcomes have been reviewed in the past 5 years and no revisions are being proposed.	<u> X </u> Learning outcomes need not be submitted. PROVIDE DATE LAST REVIEWED BY PDC/SENATE then go to the next course: 2017-01-19 (check CUMA database at: https://ctl2.uwindsor.ca/cuma/public/)

COMPLETE THIS TABLE FOR EACH COURSE LISTED IN SECTION "A" ABOVE.	
COURSE NUMBER AND TITLE:	MATH-1760. Functions and Differential Calculus (Note: These are new Learning Outcomes)
SELECT ONE OF THE FOLLOWING:	
I. There are no official learning outcomes for the course in the PDC/Senate record. (check the CuMA database at https://ctl2.uwindsor.ca/cuma/public/)	<u> X </u> Provide learning outcomes for the course by completing the Learning Outcomes Table below.
II. There are changes to the course learning outcomes	_____ Provide learning outcomes for the course by completing the Learning Outcomes Table below.

III. It has been 5 years since learning outcomes for the course were last submitted to PDC/Senate. (check the CuMA database for the date of last submission at https://ctl2.uwindsor.ca/cuma/public/)	— — Provide learning outcomes for the course by completing the Learning Outcomes Table below.
IV. Learning Outcomes have been reviewed in the past 5 years and no revisions are being proposed.	____ Learning outcomes need not be submitted. PROVIDE DATE LAST REVIEWED BY PDC/SENATE then go to the next course: (check CUMA database at: https://ctl2.uwindsor.ca/cuma/public/)

LEARNING OUTCOMES TABLE

Course Learning Outcomes <i>This is a sentence completion exercise.</i>	Characteristics of a University of Windsor Graduate
<u>At the end of the course, the successful student will know and be able to:</u>	<u>A U of Windsor graduate will have the ability to demonstrate:</u>
demonstrate ideas and techniques of differential calculus and to use this knowledge to formulate and solve problems related to differential calculus	A. the acquisition, application and integration of knowledge
identify problems in science, engineering and economics which can be described using functions and derivatives (such as maximization and minimization problems) and be able to solve such problems by the techniques learned in this course.	B. research skills, including the ability to define problems and access, retrieve and evaluate information (information literacy)
solve problems that can be formulated using the ideas and terminology of differential calculus.	C. critical thinking and problem-solving skills
appropriately use mathematical terminology and notation and communicate ideas in writing.	D. literacy and numeracy skills
	E. responsible behaviour to self, others and society
	F. interpersonal and communications skills
	G. teamwork, and personal and group leadership skills
interpret and formulate problems in the settings of differential calculus.	H. creativity and aesthetic appreciation
	I. the ability and desire for continuous learning

**University of Windsor
Program Development Committee**

5.18: **BA Honours in Media Arts and Culture Program - Interim Report**

Item for: **Information/Discussion**

Forwarded by: **School of Creative Arts (SoCA)**

Rationale:

- At the Senate meeting of May 8, 2020 meeting a Waiver of Program Deletion¹ for the BA Honours in Media Arts and Culture program was approved.
- The School of Creative Arts (SoCA) was given until the end of Fall 2023 to meet the enrolment threshold for the BA in Media Arts and Culture; after which time the program will be deleted if the enrolment threshold has not been met.
- Given that the viability of a program is directly tied to student enrolment, it was agreed that an interim report be provided to Program Development Committee in February 2021 outlining how SoCA will advertise and market the program (locally and outside of the Essex-County area) to make it more attractive to students. Targeted recruitment to students in specialist arts programs in high schools should be explored.
- Historically, the program was first established as a BA Honours in Visual Arts and Art History (February 17, 1999). The original program was renamed the following: 1) BA Honours Visual Arts and Art History/Visual Culture (June 5, 2008); 2) BA Honours in Media Art Histories and Visual Culture (March 8, 2013); and, 3) Media Arts and Culture (Feb 8, 2019).
- *See attached.*

¹ The Senate policy states that “Where an undergraduate program does not have more than a total of the equivalent of five full-time students for three successive years or not more than ten for five successive years, the program should be deleted.

Dear Program Development Committee,

Please find attached a report on the Honors BA Media Arts and Cultures program offered through the School of Creative Arts. As noted the number of MACS majors has been low in recent years. Our detailed report to Dean Guarini below outlines how this program currently services the academic requirements for the BFA Visual Arts and the Built Environment as well as the BFA Visual Arts and requires no additional resources to run through the small number of majors, see tables 1 and 2 below). The report also outlines how easily the program can be modified with existing courses on the calendar in SoCA. MACS (formerly Art History) was renamed in 2018 after the retirement of a senior faculty member. We were in the process of making changes in 2019-2020 when the program was flagged for deletion. We have since had productive discussions with Dr. Kotowich (Acting Director SoCA) and Dean Guarini regarding the headwinds we are facing in FAHSS and we would like to proceed with a slate of minor program changes to better position the BA MACS in the coming years with an eye to streamlining it across SoCA with a 2-3 courses in CMAF (swapping out the current LLC requirements with those in CMAF).

I would like to highlight how integral this program is to the academic success of SoCA and we have general faculty support to make changes in the next year. I would like to reiterate that currently the MACS program is the only honors degree that currently offers the potential for interdisciplinary study in SoCA and could easily include selected courses from Music and Film should faculty be open to discussion. It is also the only academic degree in SoCA that offers concentrated pathways for professional development in arts administration, critical thinking and research skills. It currently has courses on the calendar at the 3000 and 4000 levels that offer field work and experiential learning outcomes (Curating as Cultural Practice MACS 3550 and Border Culture MACS 4500/CMAF 4500). Some of our core courses (Introduction to Visual Culture MACS 1500, History of Photography MACS 2620) could also contribute to the Health Sciences options that are currently under discussion.

In making updates to the program, three conversations will take place by June 2021:

1. Consultations with Jason Grossi, the coordinator of the Visual Arts and the Built Environment Program will address the foundations level and changes we had proposed in 2018 to streamline the 1st and 2nd year courses. These must proceed carefully to meet the MOU that VABE has with the University of Detroit Mercy.
2. Discussions within SoCA: Ongoing discussions to cross list 4-6 3000 level VSAR courses that have a research-creation focus. For example, Intermedia Practices (currently taught by Rodney) is appropriate to the MACS degree but does not currently count toward it. Bio Art and Internship are other examples (see table 3 in FAHSS report below). Consultations with music faculty to identify courses that would fit within a Media Arts and Culture frame work.: Music for Film is one example.
3. Consultations with Dr. Johanna Frank to replace current (and outdated) requirements in LLC with options from CMAF. Courses that are on the calendar, Media Aesthetics or Podcasting could be effectively integrated into a MACS degree. It is important to note that currently CMAF has a journalistic focus in its BA program and a film/industry focus in its production BA, but there is no Media Arts focus that could develop into emerging areas that require visual and media literacy more broadly (Data Visualization or Data Mapping / Design thinking/ Screen cultures, platform urbanism and virtual spaces are all ongoing phenomena that are not currently captured well in existing BA programs in Visual Arts, for example. After we have agreement from supporting faculty and AAU heads we will submit PDC forms in 2021 and begin a marketing program to reach prospective applicants at the high school level in 2022. It is important to note that many area high schools have Media Arts programs and streams (separate from visual arts) that will be important to reach.

Table 3 in the attached report submitted to Dean Marcello Guarini provides an example of a course rotation utilizing VSAR courses that are currently on the calendar as one example of updates that have no cost implications. Please let me know if you have any questions, concerns or suggestions regarding this plan and report.

Thank you for your time in considering our request for extension,

Lee Rodney and Karen Engle (sabbatical 2021)

Cc. Dr. Bruce Kotowich, Acting Director, School of Creative Arts

Dr. Nicholas Papador, Undergraduate Coordinator, School of Creative Arts

Irene Schiller, Secretary to the Director SoCA

January 2021

Hi Marcello and Bruce,

Thanks so much for the opportunity to present this data to you. After reviewing the data, we hope we can clarify some of our claims about how efficiently MACS runs, and address your questions as well. We'd like to highlight some important observations about how integral MACS is to running VSAR and VABE and we hope that this document will shed some light on why SoCA has hired so many sessional instructors in this area:

- When we look at the Undergrad programs, MACS major requires 16 MACS courses, while VABE (at 7) and the BFA (at 8) require far fewer. Since the requirements are not identical between programs, this works out to 12 courses that service BFA Visual Arts and BFA VABE (they each require 1500; 2140; 2150).
- Looking at a basic course rotation for all the programs that MACS services, a total of 14 courses need to run each year to fulfill program requirements in BFA Vis Arts and BFA VABE: 12 courses at the undergrad level for BFA Vis Arts and VABE and 2 MACS at the 8000 level for the MFA programs). With current FT faculty complements of 10 courses (Engle/Rodney) this roughly equals at least 4 sessional hires, minimally and 1-2 more when factoring in intersession courses. As MACS faculty have had heavy research and admin leave in the last several years, the sessional postings have been significant to meet the needs of both BFA programs. Deleting the MACS major will not alleviate this issue.
- Additionally, MACS intro courses run in intersession as we cannot typically run other SoCA offerings. This has added to the sessional load by 1-2 courses per year.
- During the last few years, we have had a deficit of some MACS courses needed for BFA majors at the 3000 level and hence we have had to use Course Exemptions for one year when Dr. Rodney was Undergraduate Coordinator while Dr. Darroch was on sabbatical. See table 1 below.

When we look at the courses we've actually offered since Michael Farrell's retirement in 2017, we see that we have not offered the full complement of MACS courses that a major requires to graduate. Instead, we've been using several interim strategies to get MACS students through: our 4000 course (a directed study that does not count on our load); VSAR 2850 (which we use for students who go on exchange, also not counted on our load); and some substitutions/exemptions, sometimes with independent VSAR courses that have a research-creation component (accommodated in VSAR 4800 or 4810 by Sigi Torinus or Jennifer Willet). What this means is that the MACS offerings since Fall of 2017 have fulfilled the BFA and VABE program requirements, but not the MACS requirements.

Obviously, this is not a good way to run a program. When we received the extension from PDC in the spring, we had been planning to make several adjustments to MACS that would address the problem. These adjustments also emphasize the interdisciplinary nature of MACS, which we think is crucial to the School.

We've prepared 3 tables on the following pages for your review:

1. Recent program history: An at-a-glance look at the number of MACS courses we've offered since Fall 2017. This table shows that we haven't been running the full complement of MACS courses.

Importantly, the table also outlines:

- where Dr. Engle, Darroch or Rodney taught in VSAR required courses (where the VSAR budget would otherwise have had to hire sessionals).
- It also outlines where we have had to hire sessionals to cover admin, medical or research leave. [1]

A table showing the current rotational needs of all Visual Arts programs - this demonstrates how MACS faculty fulfill BFA and VABE, but don't currently manage to fulfill the current MACS program through our offerings.

2. A table showing our proposed revisions to the MACS program, which illustrates which courses we'd need to run each year for a new student entering the program.

We'll have some explanations with each table as well - hopefully not too much overload of detail.

We are hoping that we have a chance to make these adjustments to the MACS program, and there are many good reasons to do this aside from running with convention. In the COVID 19 shift to online, MACS courses have been vital to SoCA's continuity, and our proposed revisions from 2018 (to move from an Art History program to one that looks at a history of media and screen cultures) seems more relevant than ever; additionally there is a Media Arts stream in area high schools which students could enter this undergraduate program.

In conversation with colleagues in SoCA, we are proposing to cross list some of the current 3rd and 4th year VSAR courses for MACS students that have an interdisciplinary or intermedia component (see list below) If so, we would be taking advantage of courses that are regularly offered as VSAR courses, but also make sense to be cross-listed as MACS offerings as an integral part of the program. Many of the courses that made up the former BA in Art History were at the 3000 and 4000 level. These were dropped from the calendar when Professor Farrell retired as the selection needed critical updates. By cross-listing the VSAR courses that have a media or public-facing component--Green Corridor or Intermedia practices, as examples-- it would enable MACS to replace the courses that were dropped after Professor Farrell's retirement, without needing new courses. The revised MACS program would be similar to CMAF's BA program (they have 18 required courses, only 5 of which are academic) in that we would require a balance of academic and studio courses, but still emphasize the academic training over the studio training. This kind of program would also be in line with new modes of research-creation and would offer SoCA students a viable pathway to Graduate Programs and programs for arts professionals. Please note, we are not proposing new courses. Instead, we are proposing cross-listing certain VSAR classes that make pedagogical sense for a MACS major.

Table 1: History 2017- 2021

Course Offerings in MACS since Fall 2017 (not including MACS 4000 + MACS 2850 taught by Engle and Rodney, not counted toward load). In 2017 with the retirement of a long-term faculty member in MACS, Drs. Darroch, Engle and Rodney began to work on program changes to MACS. However, as we have been needed in various administrative and research roles we have been disproportionately pulled out of teaching in comparison with other SoCA colleagues. We have created a column (far right) to illustrate these shifts in duties.

Term	Courses offered	Total MACS/term	Total MACS courses taught by Academic Year	VSAR Courses covered by MACS faculty + Admin/Research/Sabbatical Leave (equivalent course load that needs to be covered by sessional)
Inter/Summer 2017	245		245 – J. Moore (sessional)	
Fall 2017	150 214 245 250 360 370 660	7: 6 Undergraduate 1 Graduate	150 – Dr. Engle 214 – Ken Gilles (sessional) 245 – Dr. Rodney 250 – Dr. Darroch 360 – Dr. Engle 370 – Dr. Darroch 660 – Dr. Rodney	VSAR 383 Dr. Rodney/Darroch VSAR 596 Dr. Darroch/Rodney VSAR 8597/99 Dr. Engle ----- Graduate Coordinator: 1 course release Dr. Darroch
Winter 2018	150 215 345 362 391 450 600	7: 6 Undergraduate 1 Graduate	150 – Dr. Engle 215 – J. Moore (sessional) 345 – Dr. Rodney 362 – Dr. Engle 391 – J. Grossi 450 – Dr. Rodney 600 – Dr. Engle 2017/18: 15 MACS courses 13 Undergraduate 2 Graduate	SSHRC Course release 1 course Dr. Darroch Undergrad Coordinator: 1 Course Dr. Rodney Minus 6 courses off FT faculty load
Inter/Summer 2018	2450		MACS 2450 – J. Moore (sessional)	
Fall 2018	150 214 345 360 370 452	6: all Undergraduate	150 – Dr. Engle 214 – J. Moore (sessional) 345 – Dr. Rodney 360 – Dr. Engle 370 – Dr. Darroch 452 – Dr. Darroch	VSAR 3830 Rodney VSAR 8596/98 Rodney VSAR 8597/99 Engle -----
Winter 2019	1500 2150 3620	6: 5 Undergraduate 1 Graduate	MACS 1500 – J. Sando (sessional) MACS 2150 – J. Moore	1 course release Dr. Darroch's SSHRC

	3910 4500 8600		(sessional) MACS 3620 – Dr. Engle MACS 3910 – J. Grossi MACS 4500 – Dr. Rodney MACS 8600 – Dr. Rodney 2018/19: 13 MACS courses 12 Undergraduate 1 Graduate	2 Darroch sabbatical W19 Minus 6 courses off FT Faculty load
Inter/Summer 2019	2450		MACS 2450 – J. Moore (sessional)	
Fall 2019	1500 2140 3600 4520 8000	5: 4 Undergraduate 1 Graduate	MACS 1500 – J. Sando (sessional) MACS 2140 – C. Macdonell (sessional) MACS 3600 – Dr. Engle/N. Pelkey MACS 4520 – Dr. Darroch MACS 8000 - Dr. Engle/J. Meloche MACS 1500 – J. Sando (sessional) MACS 2150 – C. Macdonell (sessional) MACS 2450 – J. Moore (sessional) MACS 3620 – Dr. Engle MACS 3700 – Dr. Darroch MACS 3910 – J. Grossi MACS 8600 – Dr. Rodney 2019/2020: 13 MACS courses 11 Undergraduate 2 Graduate	VSAR 3830 Rodney VSAR 8597/99 Engle ----- Graduate Coordinator: Engle 1 course release Associate Dean 2 course releases Dr. Darroch 1 course release Dr. Darroch SSHRC Rodney on sabbatical Fall 2019 (covering only MACS 3450 by sessional) Minus 7 courses off FT faculty load
Winter 2020	1500 2150 2450 3620 3700 3910 8600	6: 5 Undergraduate 1 Graduate		
Inter/Summer 2020	2450		MACS 2450 – Dr. J. Meloche (sessional)	
Fall 2020	1500 2140 2500 4500 8000 8600	6: 4 Undergraduate 2 Graduate	MACS 1500 – Dr. J. Meloche (sessional) MACS 2140 – Dr. J. Meloche (sessional) MACS 2500 – G. Yocum (emergency—covering Mike Darroch's departure)	1 course release Graduate Coordinator Rodney 1 course release SSHRC Rodney ----- VSAR 8597/8599 – Dr. Rodney
Winter 2021	2150	3: 3 Undergraduate		

	3450 3910		<p>MACS 3620—Dr. Engle MACS/CMAF 4500 – Dr. Rodney MACS 4560—Dr. Engle (cancelled, medical leave) MACS 8000 – Dr. Engle MACS 8600 – Dr. Rodney</p> <p>MACS 2150 – Dr. J. Meloche (sessional) MACS 3450 – J. Moore (sessional, covering SSHRC course release) MACS 3910 – J. Grossi</p> <p>2020/21: 11 MACS COURSES</p> <p>9 Undergraduate 2 Graduate</p>	<p>Winter 2021 sabbatical Engle (1 course)</p> <p>-----</p> <p>Notes:</p> <p>Dr. Darroch moves to York University (-2?)</p> <p>Engle requires reduced load ?</p> <p>Minus 6 courses</p>
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Table 2: Current Rotation Needs for all programs BFA Visual Arts, BFA VABE, MACS

The MACS course rotation includes 8 required courses for BFA Visual Arts and 7 required courses in the BFA VABE program. This Table does NOT actually fulfill the requirements for a MACS student, but it reflects the reality of how we've run our program since Michael Farrell's retirement.

Please note:

- The 3000 and 4000 upper level required courses for BFA Visual Arts and BFA VABE are different. The 2000 level requirements could conceivably overlap, but VABE students can only take certain courses in certain terms, so they do not necessarily align.
- Sessionals have been required for intersession courses to fulfill SoCA services courses for electives. These double as our foundations courses for BFA Vis Arts and BFA VABE as well as MACS. *Note--Majors are recommended to take 1500, 2140 and 2150 during Fall/Winter.
- We do not run courses specific to the MACS program. All courses fulfill academic, breadth or service courses required for SOCA.

Required MACS courses by year:	Fall Semester	Winter Semester	Intersession (service courses for electives)
Year 1	1500 (BFA; MACS; VABE)	2150 (BFA; MACS; VABE)	1500
Year 2	2140 (VABE; BFA; MACS) MACS 2500 (VABE one of 2500, 3520, or 4520) * taught on occasion see notes	3910 (VABE; MACS) MACS 2XXX/3XXX (BFA; MACS)	2140 or 2150 rotate 2450
Year 3	3450 (BFA; MACS) 3520/4520 (VABE; MACS)	MACS XXXX (BFA, MACS) MACS 4XXX (BFA, MACS)	
Year 4	MACS XXXX (VABE; MACS)	MACS 4XXX (VABE; MACS)	
GRADUATE (MFA Film and Media Arts + Visual Arts taught together in these courses)	8600	8000	

Notes on course rotation:

--MACS 2500: Designed as an open intro course in line with experiential learning components, (one of the requirements for VABE) by Dr. Darroch. Taught once by Dr. Darroch and subsequently by Prof. Dorian Moore in F 2020. Currently not required for MACS but could be.

--MACS 3910 taught by Jason Grossi (Required VABE)

--VSAR 3830 taught by Lee Rodney 2017-2020 yearly. (Required BFA) This takes her away from MACS in order to fulfill the BFA needs

--Plus 6 additional MACS courses required for MACS majors but not typically offered in recent years. See explanation below

--MACS 4500 is cross listed with CMAF 4500: Low enrollment numbers in MACS 4500 should be checked against enrollments in CMAF 4500. Dr. Rodney taught this to cover a 4000 level sabbatical deficit in CMAF in Fall 2020 as Dr. Brown and Manzerolle were both on sabbatical. 42 students completed in Fall 2020.

--COVID 19 Anomalies—An extra section of MACS 8000 was taught by Dr. Nelson summer 2020. Note Graduate numbers adversely affected by COVID 19 drop in enrollments.

Part 3: Solutions for MACS within existing SoCA calendar

(filling the missing MACS courses after 2 faculty retirement/departures)

In the table above, there are still 6 more MACS courses required to fulfill the “10 additional” requirement for a MACS major. We have been using DARS exemptions and teaching MACS 4000 and using VSAR 2850 to deal with this need, but it is far from ideal and we’d like to streamline the program. MACS 4000 is an independent study and does not count on our loads; VSAR 2850 is often used for students on exchange. We have also used VSAR 4800/4810 in certain special cases - these are double credit courses.

There are a number of under-utilized VSAR courses that could be cross-listed with MACS, and completely resolve the issue, like: 2850; 3800; 3710; 3830; 3850; 3860; 4900; 4910. The highlighted courses are taught every year for the BFA program and work very well for MACS students.

This represents 8 courses, 7 of which are taught regularly for the BFA that make very good sense for MACS students. This would address the 6 additional deficit noted above, and in no way compromises the quality of their degree. In fact, it arguably strengthens it by giving them courses on contemporary issues (like 4910), interdisciplinary approaches (3830; 3850; 3860); and practical experience (3800; 2850; 4900).

These proposed VSAR courses are not suffering from over-subscription (like painting), so we are not proposing to include any high-demand studio courses.

Table 3: A Proposal for what a refreshed MACS program could look like at-a-glance

Year	Fall	Winter
1	MACS 1500 VSAR 1050 VSAR 1070 GART 1500 1 - Other requirements	MACS 2140 VSAR 1060 VSAR 1080 GART 1510 1 - other requirements
2	MACS 2150 MACS 2600, 2450 or 2500 VSAR 2XXX VSAR 2XXX 1 - other requirements	MACS 2600, 2450 or 2500 MACS 3850 (x-listed with VSAR 3850) VSAR 2XXX VSAR 2XXX 1 - other requirements
3	MACS 3450 or MACS 3550 MACS 3830 (x-listed with VSAR 3830) VSAR 3XXX VSAR 3XXX 1 - other requirements	MACS 3620 MACS 3800 (x-listed with VSAR 3800) VSAR 3XXX VSAR 3XXX 1 - other requirements
4	MACS 4500 MACS 3860 (x-listed with VSAR 3860) MACS 4900 (x-listed with VSAR 4900) 2: other requirements	MACS 4560 MACS 4910 (x-listed with VSAR 4910) MACS 3710 (x-listed with VSAR 3710) 2: other requirements

- *Rodney and Engle will need to continue teaching MACS-8000 and MACS-8600 for the Graduate programs, so this needs to be kept in mind when factoring loads.