

REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS

(SCAPA)

**BESc/LLB Concurrent Degree Program (Electrical Engineering/Law) and
Electrical Engineering and Law Option in Engineering**

Western/Fanshawe Collaborative BScN Program: Admission Requirements

Minor in National Cinemas

Student Access to Examination and Other Papers

Law Grading Policy (Correction)

BMSc First Entry Program (Editorial Revision)

**Western/Fanshawe Collaborative Degree/Diploma in Media Theory and
Production**

Areas of Concentration: Law Transcripts

Subcommittee on Undergraduate Program Reform: Programs Approved

New Scholarships and Awards

FOR APPROVAL

1. **BESc/LLB Concurrent Degree Program (Electrical Engineering/Law) and Electrical Engineering and Law Option**

Recommended: That effective, September 1, 2003, a six-year limited enrolment concurrent degree program leading to a BESc (Electrical Engineering) and LLB be introduced by the Faculty of Engineering and the Faculty of Law, and that a third option, Option D: Electrical Engineering and Law, be established for the Department of Electrical and Computer Engineering.

REVISED CALENDAR COPY - ENGINEERING

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D. Electrical Engineering and Law Option

Admission Procedures

Before entering the concurrent BESc/LLB degree program, students must have completed the first two years of the Electrical and Computer Engineering program at Western (or equivalent). A student interested in the concurrent BESc/LLB program will normally apply during their second year in the Faculty of Engineering. Application must be made in writing to the Office of the Associate Dean - Academic of the Faculty of Engineering. The student must also apply to the Faculty of Law by the published deadline, normally May 1. It is the student's responsibility to ensure that the separate application is submitted to the Faculty of Law. In the application to the Law School, the applicant must indicate that he or she is applying to the concurrent BESc/LLB program. For information on the Law School application process, please contact the Law School Student Services Office (661-2111 ext. 88401). Email: lerichar@uwo.ca.

Admission Criteria

To be eligible for the concurrent degree program, students must have completed all the requirements of the first year curriculum in the Faculty of Engineering, and the second year program, Option D, in the Department of Electrical and Computer Engineering, with either a **minimum cumulative weighted average (CWA) of 80% or standing in the top 10% of the class**. In addition, the applicant must meet the special criteria established by the Law Faculty for admission to the concurrent program.

Entrance into the concurrent degree program is competitive and limited.

Progression Requirements

A student enrolled in the concurrent BESC/LLB degree program must satisfy the progression requirements as determined by each Faculty. In addition, each student is required to maintain a minimum year weighted average (YWA) of 75% and be in the top half of the class in each program while enrolled in the concurrent degree program, to progress to the subsequent year.

If a student fails to meet the above progression requirements, the student will be required to withdraw from the concurrent program. If the student has met the progression requirements of the regular program, he or she may proceed to the next year of that program.

First Year Program

Common first year of Engineering

Second Year Program

Applied Mathematics 276, Computer Science 027a, ECE 205a, ECE 231a, ECE 240a, ES 211F, ECE 233b, ECE 235b, ECE 236b, ECE 241b, MME 234b

Third Year Program

First year Law curriculum

Fourth Year Program

Applied Mathematics 376a, ECE 331a, ECE 330b, ECE 336b, four of the Law core curriculum courses

Fifth Year Program

ECE 339a, ECE 370a, ECE 374b, ECE 375b, Statistical Science 241b, the remaining two Law core curriculum courses, Law school electives - see note below

Sixth Year Program

ECE 416, ECE 469a, ECE 470a, ECE 451b, Law school electives - see note below

Note: The combined number of credit weights for the Law School electives for years 5 and 6 must total at least 21 credit hours. They must include one course in which there is a written essay worth at least 2 credit weights. They must also include three courses that expose students to the impact of technology on society as well as ethical issues and thought processes of the Humanities and Social Sciences, such as courses in philosophy of law, international law, environmental law, ethics and accounting. These three courses will be approved for each student by the Faculty of Engineering and the Faculty of Law.

REVISED CALENDAR COPY - LAW
(Page 109 of the 2003 Academic Calendar)

JOINT PROGRAMS AND SPECIAL PROGRAMS

Concurrent BEd/LLB Program

[No change will be required.]

Background:

There is student demand for a concurrent degree in Electrical Engineering and Law similar to the existing programs with other Engineering departments.

2. **Admission Requirements: The Western-Fanshawe Collaborative BScN Program**

Recommended: That, effective September 1, 2003, Grade 12 U Math - Geometry and Discrete Math no longer be a recommended course for students applying for admission to the Western-Fanshawe Collaborative BScN Program.

REVISED CALENDAR COPY
(2003 Academic Calendar, p.89)

Applicants Presenting the New Ontario Grade 12 Diploma

Applicants must have a minimum of six U or M-level credits including:

REQUIRED

- Grade 12 U English
- Grade 12 U Biology (minimum 60% required)
- Grade 12 U Chemistry (minimum 60% required)
- One of:
 - Grade 11 U Functions and Relations
 - Grade 11 M Functions

RECOMMENDED

- Grade 12 U Advanced Functions and Introductory Calculus

REVISED CALENDAR COPY
(p. 16)

Nursing: Basic Program

No change to OAC Courses Required or Recommended

Grade 12 U and/or M Courses Required

No change

Grade 12 U and/or M Courses Recommended

Advanced Functions and Introductory Calculus, Gr. 12 U (MCB4U)

Background:

While mathematical preparation is essential for professional nursing practice, students applying to the Western-Fanshawe Collaborative BScN Program will be well prepared for the program upon successful completion of the required Grade 11 U Functions and Relations or Grade 11 M Functions, and the recommended Grade 12 U Advanced Functions and Introductory Calculus. Information provided by the Manager of Undergraduate Admissions and Liaison Services, Ms. Lori Gribbon, suggests that the knowledge base acquired through Grade 12 U Geometry and Discrete Math is more consistent with the needs of programs such as Engineering and Actuarial Science.

3. **Introduction of a Minor in National Cinemas**

Recommended: That effective September 1, 2003, a Minor in National Cinemas be introduced in the Faculty of Arts.

NEW CALENDAR COPY

MINOR IN NATIONAL CINEMAS

Admission Requirements

Completion of first year requirements, with a minimum average of 60% in Film 020E.

Module

4.0 courses:

2.0 courses: Film Studies 200F/G, 251E, 373F/G

2.0 additional senior courses from: Film Studies 158F/G, 242F/G, 243F/G, 244E, 245F/G, 246F/G, 247F/G, 257F/G, 258F/G, or an approved course offered by another Department or Faculty.

Background:

The Minor in National Cinemas is intended for students who want a program of film study that emphasizes the study of national cinemas and that engages with theoretical issues of national, regional, and global cultural identity. Students in this program are encouraged to enroll in second-language courses in the Department of French and Department of Modern Languages and Literatures.

4. **Student Access to Examination Papers and Other Work**

Recommended: That the policy on Student Access to Examination Papers and Other Work be revised to ensure that: 1) student work is not left unattended and 2) instructors retain complete records of students' work for the twelve month retention period.

STUDENT ACCESS TO EXAMINATION PAPERS AND OTHER WORK (S.2507, S.3326, S.89-176)

In the event that a student requests it, an instructor shall produce and review* with the student all papers (final examination or other) not returned to the student and for which a mark has been assigned. A student who has appealed in writing to a departmental chair (or dean in faculties without departmental structure) shall be granted access, upon his or her request, to such papers under supervisory arrangements established by the appropriate dean.

*In the course of this review, the student shall be entitled to see the paper.

[Note: Students are reminded that there are deadlines for submitting requests for relief. See Academic Rights and Responsibilities section of the Calendar.]

Submitting or Returning Student Assignments, Tests and Exams or Other Evaluated Work

All student assignments, tests and exams will be handled in a secure and confidential manner. Particularly in this respect, leaving student work unattended in public areas for pickup is not permitted.

Retention of Examination Papers and Records

Departments (or Faculties without departmental structure) shall **require all instructors to** maintain complete records of all marks/grades (and their relative weights) for individual assignments, tests, etc., which are used in calculating the final overall mark/grade in a course for a period of twelve calendar months from the date of the last regularly scheduled class of a course.

Departments (or Faculties without departmental structure) shall retain all papers (final examination or otherwise), which have not been returned to the student and for which a mark has been assigned, for a period of eight months from the date of the last regularly scheduled class in a course. Department chairs will make arrangements for storing such papers either with instructors or in a departmental depository. **Instructors are expected to provide complete records to the Department or Faculty upon request.**

Background:

The first proposed change to the policy would ensure heightened security for students' work. Currently, Senate regulations are not explicit with regard to students submitting essays and other materials to members of faculty or faculty returning essays and other materials to students. Consequently, there is nothing to prevent the exchange of these materials via a box in the hallway outside an instructor's office. This is not a good practice for a number of reasons: students can see other students' work and grades, some students' work can be lost or stolen, the practice could encourage plagiarism, etc. There is little that would ensure privacy of the work.

The second revision ensures that instructors who teach courses retain the information that is used to calculate the final mark/grade in a course is retained.

FOR INFORMATION

1. **Law Grading Policy - Correction** (S.03-35)

At its February 21, 2003, meeting Senate approved that the Honors section of the Faculty of Law's Grading Process be revised by the addition of the last paragraph to the following policy. However, the first paragraph should be revised to read as shown below in order for this policy to conform with the general policy on Dean's Honor list, last revised by Senate in September 2002.

HONORS

A student who **completes** a full year's work as defined by the program and who is in the top 10% of the class is named to the Dean's Honor List.

Students in any year who attend another law school on a letter of permission from Western and students in any year who attend the Faculty of Law on a letter of permission from another law school are not considered for the Dean's Honor List in that year.

Only the grades earned in courses taken at the Faculty of Law in a particular year (provided those courses total at least 14 credit hours) are used to calculate a student's standing for an overall achievement award in that year.

A student who is on the Dean's Honor List for at least two of the three years at the Faculty of Law shall graduate *With Distinction*.

The winner of awards or prizes for the highest marks in a particular subject will be determined without regard to whether the student has received other prizes or awards.

2. **Biological and Medical Sciences First Entry Program - Editorial Revision** (S.03-36)

At its February 21, 2003, meeting Senate approved a first year entry Biological and Medical Sciences Program to be introduced in the Faculty of Medicine & Dentistry and the Faculty of Science, effective September 1, 2004. Since the introduction of this program coincides with the start date of the Undergraduate Program Reform, revisions have been made. The correction is to line 3 of the First Year program which should have read, "Mathematics 030 or 1.0 course from..." rather than "Mathematics 030 or 2.0 of the following...."

NEW CALENDAR COPY

BIOLOGICAL AND MEDICAL SCIENCES FIRST ENTRY PROGRAM

This program is designed for students interested in studying Biological and/or Medical Sciences at Western. In this joint program students participate in a common curriculum in years 1 and 2, after which they will be able to proceed into Biological or Medical Sciences degrees in Biochemistry, Biology, Biophysics, Cell Biology, Ecology and Evolution, Genetics, Microbiology and Immunology, Pharmacology and Toxicology, Physiology, Plant Biochemistry and Molecular Biology, Plant Sciences or Zoology.

Note: Progression and course requirements vary for different Biological and Medical Sciences degrees. Students must consult the Programs section of the Calendar for details, and should consult an academic counselor when choosing their second year courses.

First Year

5.0 courses:

1.0 course from: Biology 022 or 023

1.0 course from: Chemistry 020 or 023

1.0 course, either Mathematics 030 or 1.0 course from: Calculus 050a/b, 051a/b, 081a/b, 091b, Mathematics 028a/b, Linear Algebra 040a/b, Statistics 024a/b. The Mathematics requirement must be completed by the end of second year.

0.5 course: Physics 028a/b

1.5 additional courses of which 1.0 must be from either the Faculty of Arts or the Faculty of Social Sciences

Note: Some professional schools and Medical Sciences programs require a 1.0 course in Physics. To meet this requirement, or retain maximum flexibility of program choice, students may include a second 0.5 course, Physics 029b, in their studies or substitute one of Physics 020, 022 or 024 in place of Physics 028a/b and a 0.5 course.

Second Year

5.0 courses:

0.5 course: Biochemistry 280a (or the former Biology 280a)

1.5 courses: Biology 281b, 28x a/b*, 290a/b

0.5 course: Chemistry 213a/b

2.5 additional courses

Note: Individual Biological and Medical Sciences degree programs require specific 200-level courses not listed above. Students must consult the appropriate program descriptions in the Calendar for details, and should consult an academic counsellor when choosing their second year courses.

* Approval of this new course will be directed to DAP.

3. **Western/Fanshawe Collaborative Degree/Diploma in Media Theory and Production** (S.01-234)

At its November 16, 2001, meeting Senate approved that effective September 1, 2002, a new Western/Fanshawe Collaborative Program in Media Theory and Production would be introduced, leading to a Bachelor of Arts in Media, Information and Technoculture offered by the Faculty of Information and Media Studies of the University, and a Diploma in Media Theory and Production offered by the College. The proposal read, in part,

“Entry to the program is competitive on the basis of academic achievement. Ten students will be admitted to each of the program's three streams: Broadcast Journalism, Multimedia Production and TV Production. These stream selections will be indicated on the students' transcripts. Students will rank their preferences, and the ten best selecting each stream will be admitted. Students are not guaranteed to receive their first choice rankings.”

Two of the streams in the Collaborative Program were approved with non-conforming titles. The official titles, as recognized by the Ministry, should be Journalism - Broadcast (not Broadcast Journalism) and Broadcasting - Television (not Television Production). Therefore, the names of these two streams in the calendar will be revised to read as indicated.

4. **Areas of Concentration: Law Transcripts**

The calendar description for “Areas of Concentration” in the Faculty of Law has been revised to allow for more than one area of concentration to be noted on students’ transcripts.

REVISED CALENDAR COPY
(pg. 108)

Areas of Concentration are available in Business Law, Criminal Law, Information and Technology Law, and Taxation. All Area of Concentration programs require a student to complete a research paper in the pertinent area. The Area of Concentration research paper must meet the criteria of the Faculty's writing requirement necessary for graduation, and may be used to fulfil that requirement. Students who complete an area of concentration within the LLB program will have a notation, e.g., "Area of Concentration: Business Law,” included on their transcripts.

Students who fulfill the requirements of more than one Area of Concentration shall have a notation for all such successfully completed concentrations included on their transcripts.

Please visit the Centres & Programs section of the Faculty of Law website for an outline of each area.

This change will provide formal written recognition of a policy agreed on last year by the Faculty of Law that students are permitted to earn Area of Concentration designations in more than one area.

5. **Undergraduate Program Reform: Programs Approved**

SCAPA has approved on behalf of Senate, the following programs for the Faculties of Health Sciences, Science and Social Science, effective September 1, 2004:

Faculty of Health Sciences

Honors Specialization in Health Science – Health Promotion
Honors Specialization in Health Science – Rural Health

Faculty of Science

Honors Specialization in Applied Mathematics
Honors Specialization in Mathematical Sciences
Honors Specialization in Applied Quantitative Information Technology
Major in Applied Mathematical Methods
Major in Applied Mathematics
Minor in Applied Mathematics
Minor in Mathematical and Numerical Methods
Minor in Scientific Computing and Numerical Methods

Honors Specialization in Mathematics
Major in Mathematics
Specialization in Mathematics
Minor in Mathematics

Faculty of Social Science

Honors Specialization in Political Science
Major in Political Science
Minor in Political Science

Honors Specialization in Sociology
Honors Specialization in Population Studies
Specialization in Sociology
Major in Sociology
Minor in Sociology
Minor in Criminology
Minor in Population Studies

For Senate Members, detailed information is available on the University Secretariat Website:
<http://www.uwo.ca/univsec/SUPR/>

6. Report on New Scholarships and Awards

SCAPA has approved on behalf of the Senate the following Terms of Reference for new scholarships, bursaries and awards, for recommendation to the Board of Governors through the Vice-Chancellor:

W.J. (Bill) Sibbald Scholarship in Leadership and Medical Education (Faculty of Medicine & Dentistry, Medicine)

Awarded to a medical resident at Western who, in the opinion of the selection committee, has shown initiative and interest in one or both of the following areas: 1) teaching medical students and associated health care workers, and 2) undertaking leadership in curriculum development, health care delivery or medical management.

Initiative and interest will be evidenced by the undertaking of a previous course in teaching or leadership, such as those offered through the Office of Professional & Educational Development of the Faculty of Medicine & Dentistry. The scholarship may be used for tuition for a self-learning/correspondence course, or attendance at a formal course. A portion of the funds may supplement travel costs and accommodation to attend leadership or teaching courses and may be used in conjunction with funds from the Resident/Fellow

Travel Reimbursement Fund. Diverging from the criteria of the Reimbursement Fund, the scholarship may not be used to provide support to attend medical conferences.

Potential recipients will submit a written one-page application by May 31 to the Committee, c/o Postgraduate Education, Faculty of Medicine & Dentistry. Applications must include the following: 1) Objectives of attending the course; 2) Time line; 3) Expected benefits; 4) Budget detailing of associated direct costs (e.g., tuition, travel, accommodation); 5) A statement of career objectives particularly as they relate to medical education and leadership.

The application must also include a maximum two-page summary CV highlighting information relevant to the support of the application, and a letter of support from the applicant's Program Director.

The final decision as to the recipient of the scholarship will be made by a Committee consisting of: Associate Dean, Postgraduate Education (Chair); three Postgraduate Program Directors; three Resident or Fellow representatives; Administrative Officer, Postgraduate Education; VP, city wide Medical Affairs or designate.

The scholarship will be granted in June of each year. Upon completion of the course, a one-page summary will be forwarded to the Dean of Medicine & Dentistry and Associate Dean, Postgraduate Medical Education. Recipients' names will appear in the PGE Bulletin and a copy of their summary report will be forwarded to the Donors. This scholarship was established by Dr. William Sibbald (MD '70) and Mrs. Connie Sibbald, through Foundation Western.

Value: 1 at \$2,000
Effective: May 2002

Michael O'Gallagher Memorial Scholarship (Richard Ivey School of Business)

Awarded to a full-time student in the HBA program based on academic achievement (minimum 80% average). The recipient will be selected by the HBA Scholarship Committee. This scholarship is made possible by the generosity of The Fair Rental Policy Organization of Ontario.

Value: 1 at \$1,500
Effective: May 2003

Nicolaas and Regina Veenboer Foundation Bursaries (Any Undergraduate Faculty)

Awarded to undergraduate students who demonstrate financial need. These bursaries are made possible by a gift from the Nicolaas and Regina Veenboer Foundation.

Value: Number of bursaries will vary depending on the value of the annual gift. Up to \$1,000 each.
Effective: May 2002

Drs. Richard Rankin and Jainarayan Singh Diagnostic Radiology Resident Research Award (Faculty of Medicine & Dentistry, Medicine)

Awarded to a resident in the Department of Diagnostic Radiology and Nuclear Medicine at Western who, in the opinion of the selection committee, has completed, or is near completion of, a research project of exceptional quality. Evidence of quality: the work should have been presented at a previous resident research day, and/or elsewhere. Preference will be given to individuals whose research has been awarded "special mention".

Potential recipients will complete a written application by March 31st each year and submit it to the Department Chair. Applications must include: 1) a copy of a paper submitted for publication, or abstract submitted for presentation, and, 2) a statement of career objectives, particularly as they relate to research.

The final decision as to the recipient of the award will be made by the "Rankin-Singh Resident Award Committee" consisting of: the Resident Research Director and a scientist and radiologist chosen by the members of the Resident Committee.

The award will be granted each year at the Residents' Annual Research Day. This award was established by Drs. Rankin and Singh through Foundation Western.

Value: 1 at \$500
Effective: May 2002

Classic Dental Laboratories Bursary (Faculty of Medicine & Dentistry, Dentistry)

Awarded to a full-time student in third or fourth year Dentistry based on financial need. This bursary is made possible by the generosity of Aurum Ceramic Dental Laboratories.

Value: 1 at \$500
Effective: May 2002 to May 2004

Cerum Ortho Organizers Bursary (Faculty of Medicine & Dentistry, Dentistry)

Awarded to a full-time student in third or fourth year Dentistry based on financial need. This bursary is made possible by the generosity of Aurum Ceramic Dental Laboratories.

Value: 1 at \$500
Effective: May 2002 to May 2004

Merriam School of Music Award (Faculty of Music)

Awarded annually to a full-time student in year 2 or beyond of an Honors program in Music based on academic achievement, musicianship, passion for teaching and a commitment to community service. Applications are available from the Don Wright Faculty of Music and must be completed by October 31. The Don Wright Faculty of Music Scholarships Committee will select the recipient. This award is made possible by the generosity of the Merriam School of Music.

Value: 1 at \$750
Effective Date: May 2002 to May 2006. The application deadline date will be extended to March 31 for the 2002-2003 competition

Elmer and Bette (Liz) Mlinar Continuing Accessibility Award (Faculty of Medicine & Dentistry, Medicine)

Awarded to a student in Year 1 Medicine based on financial need. Preference will be given to students from a rural area as defined by the Southwestern Ontario Medical Education Network (SWOMEN) program. Information will be included in the letters of offer of acceptance from the Faculty of Medicine & Dentistry which will inform applicants that this award is available and that to apply they must complete a financial assistance application. All forms must be received by the Office of the Registrar of The University of Western Ontario by August 1. Once financial need is determined, the recipient will be selected by the Progression, Awards and Appeals Committee of the Faculty of Medicine & Dentistry. This award will continue in Years 2, 3 and 4 provided that the recipient continues to demonstrate financial need annually. If the recipient fails to retain the award, another student in the same year will be chosen. The award will be presented to the recipient in the last week of August during the White Coat ceremony. In the event of a late offer, exceptions will be made on a case-by-case basis. This award was established by a generous bequest from Bette (Liz) Mlinar.

Value: 1 at \$5000, continuing for four years
Effective May 2002

Elmer and Bette (Liz) Mlinar Rural Medicine Awards (Faculty of Medicine & Dentistry, Medicine)

Awarded to students in year 3 of the Medicine program who demonstrate financial need. Preference will be given to students who have confirmed their participation in the Southwestern Ontario Medical Education Network (SWOMEN) program at Western. Application forms will be available for pick-up in January of the year applying. Completed forms must be returned to the Admission/Student Equity Affairs Office by March 31. The recipients will be selected by the Progression, Awards and Appeals Committee in the Faculty of Medicine & Dentistry, once financial need has been determined by the Office of the Registrar. This award was established by a generous bequest from Bette (Liz) Mlinar.

Value: 3 at \$2,300
Effective: May 2002

MBA '62 Doctoral Scholarship (Richard Ivey School of Business)

Awarded to a PhD student conducting research at the Richard Ivey School of Business. Selection of the PhD student will be based on his or her academic achievement and financial need.

A list of eligible candidates will be reviewed by the Associate Dean of Research and the Director of the PhD program annually. The Associate Dean of Research will make the final decision for selection of the candidate. This scholarship is made possible by gifts from the class of MBA '62.

Value: \$16,000/year
Effective: May 2002 to May 2006