

REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS

(SCAPA)

Brescia University College: Withdrawal of the Certificate in Community Development

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FOR APPROVAL

1. **Brescia University College: Withdrawal of the Certificate in Community Development**

Recommended: That effective September 1, 2004, admission to the Certificate in Community Development be discontinued for new students admitted under the New Academic Choices, and,

That students registered in 'old' degree programs be permitted to register in the Certificate program until September 2007 with the understanding that students must complete the certificate program prior to September 2008, and,

That the Certificate in Community Development be withdrawn and all registration discontinued effective October 2008.

REVISED CALENDAR COPY

[for both the Academic Calendar (old and new versions) and the Continuing Studies Calendar]

CERTIFICATE IN COMMUNITY DEVELOPMENT

Effective September 2004, only students continuing in 'old' degree programs may register in the Certificate in Community Development. These students may be admitted until September 2007 with the understanding that they must complete the certificate program prior to September 2008. The Certificate program will be withdrawn and all registration discontinued effective October 2008.

Background:

The Sociology Department at Brescia University College is introducing a Major and a Minor in Community Development. These modules will better meet the needs of students.

As of January 2004, there were nine students actively enrolled in the Certificate program. It is expected that eight of these students will complete the program this academic year, and that the remaining student will complete it next year. Because students must have completed two years of study before gaining admission to the Certificate, there may be a very few who are completing an old degree program who may still register in the Certificate program.

2. **Huron University College: Major and Minor Modules in Political Studies**

Recommended: That, effective September 1, 2004, the following modules be introduced at Huron University College:

- Major in Political Studies: Ideology and Identity
- Minor in Political Studies: Ideology and Identity
- Major in Political Studies: State and Policy
- Minor in Political Studies: State and Policy
- Major in Political Studies: Globalisation and Governance
- Minor in Political Studies: Globalisation and Governance

NEW CALENDAR COPY
(page 326 of the 2004 calendar)

Admission Requirements (all modules)

Completion of first-year requirements, including Political Science 020E with a mark of at least 60%.

MAJOR IN POLITICAL STUDIES: IDEOLOGY AND IDENTITY

Module

6.0 courses:

2.0 courses: Political Science 237E, 351E

4.0 courses from: Political Science 219E, 222E, 230E, 245E, 280E, 305F/G, 306F/G, 380E, 384F/G, 385F/G

Note: Students registered in a Major in Political Studies may not register in 100-level Political Science courses

MINOR IN POLITICAL STUDIES: IDEOLOGY AND IDENTITY

Module

4.0 courses:

1.0 course: Political Science 237E

3.0 courses from: Political Science 219E, 222E, 230E, 245E, 280E, 305F/G, 306F/G, 351E, 380E, 384F/G, 385F/G

MAJOR IN POLITICAL STUDIES: STATE AND POLICY

Module

6.0 courses:

2.0 courses: Political Science 285E, 351E

4.0 courses from: Political Science 230, 237E, 245E, 275E, 356F/G, 357E, 368E

Note: Students registered in a Major in Political Studies may not register in 100-level Political Science courses

MINOR IN POLITICAL STUDIES: STATE AND POLICY

Module

4.0 courses:

1.0 course: Political Science 285E

3.0 courses from: Political Science 230, 237E, 245E, 275E, 351E, 356F/G, 357E, 368E

MAJOR IN POLITICAL STUDIES: GLOBALISATION AND GOVERNANCE

Module

6.0 courses:

1.0 course: Political Science 231E

1.0 course from: Political Science 356F/G, 357E, 358F/G

4.0 courses from: Political Science 245E, 275E, 280E, 285E, 351E, 368E, 379F/G, 380E, 382F/G, 383F/G

Note: Students registered in a Major in Political Studies may not register in 100-level Political Science courses

MINOR IN POLITICAL STUDIES: GLOBALISATION AND GOVERNANCE

Module

4.0 courses:

1.0 course: Political Science 231E

3.0 courses from: Political Science 245E, 275E, 280E, 285E, 351E, 356F/G, 357E, 358F/G, 368E, 379F/G, 380E, 382F/G, 383F/G

Background:

The introduction of these modules will provide students with a greater range of choice in political science modules and provide modules in specialised areas of political science. The modules in ideology and identity are designed for students interested in exploring the role of ideas, beliefs, understandings, information, culture and ideology in politics. The modules build upon courses in the subfields of political theory, political sociology, political psychology, political communication and comparative politics, and will be of interest to students intending to pursue such careers as teaching, public relations, journalism, law, human resources and social work.

The modules on state and policy focus on understanding how government works and what it does, particularly in the areas of economic policy, social policy and political participation. These modules draw on courses in the subfields of public administration, public policy, political economy, political theory and local government, and will be of interest to students planning careers in the public service, journalism, law, consulting firms, and government relations positions in the private sector.

The globalisation and governance modules look at the ways in which politics and government within nation-states are influenced by international forces and how nation-states are in turn attempting to shape those international forces. These modules are constructed from courses in the subfields of international and comparative politics, and will be of interest to students planning careers in such areas as the foreign service, international development, international business and non-governmental organisations.

3. **King's University College: Specialization in French; Minor in Francophone Studies**

Recommended: That effective September 1, 2004, a Specialization in French module and a Minor in Francophone Studies module be introduced by King's University College.

REVISED CALENDAR COPY
(p. 331 of the 2004 Academic Calendar)

...and in French: Honors Specialization in French Language and Literature; Honors Specialization in French Linguistics and Literature; Honors Specialization in French Language and Linguistics; Major, Specialization and Minor in French; Minor in Francophone Studies - See Faculty of Arts listing.

Background:

These modules will increase the offerings available to King's students. In particular, the Minor in Francophone Studies will offer students the opportunity to concentrate attention on Francophone literatures and cultures not covered in traditional offerings.

4. **Faculty of Social Science: Major in the Sociology of Health and Aging**

Recommended: That, effective September 1, 2004, a Major in the Sociology of Health & Aging be introduced in the Faculty of Social Science.

NEW CALENDAR COPY

MAJOR IN THE SOCIOLOGY OF HEALTH & AGING

Admission Requirements

Completion of first year requirements including Sociology 020 or 021E with a mark of at least 60%.

Module

6.0 courses:

3.5 courses: Sociology 179a/b, 202, 231, 246a/b, 247a/b

1.0 course from: Sociology 240E or Sociology 270a/b and 271a/b

1.5 courses from: Sociology 150E, 210F/G, 232E, 233 or 234E, 235, 263a/b, Anthropology 290F/G, History of Science 151F/G, 220, Philosophy 152E, 153F/G, 283F/G, Psychology 152a/b.

Background:

The Department of Sociology wishes to offer students a Major module in one of its specialty areas.

5. **Faculty of Graduate Studies: Master of Laws (LLM) Program**

Recommended: That a Master of Laws (LLM) program be introduced in the Faculty of Graduate Studies, effective September 2004.

Background:

The introduction of a thesis-based LLM program enhances both the pedagogy and research profile of the Faculty of Law and UWO. Discussion for the program began in February 2002 and various proposals were drafted and revised during the next year. The proposed program was approved by the Faculty of Graduate Studies Internal Appraisals Committee in the spring of 2003 and sent to the Ontario Council of Graduate Studies for approval in September 2003. Following the normal Appraisals procedure, including a visit by two external consultants, the OCGS Appraisals Committee recommended that the program be "approved to

commence” on June 14, 2004. OCGS approved the Appraisals Committee recommendation at its June 18th meeting.

The LLM is a one year (full-time) or two year (part-time) thesis-based program designed to foster advanced scholarship and research about law and its role in society. It is offered in the following fields:

Business Law and Taxation;
Intellectual Property, Information and Technology Law; and
International, Foreign and Comparative Law.

There are 22 core faculty members in the program.

To be eligible for admission students are required to hold an LLB or its equivalent, with a minimum average of 78% for the previous two years of study. The degree requires the completion of five graduate courses and the writing and examination of a thesis.

The anticipated steady-state enrolment will be 12-16 students per year.

6. **Faculty of Science: Admission Requirements** (S.00-283)

Recommended: That the admission requirements for entry into the Faculty of Science be amended to include ICS4M (Computer and Information Science) as an option.

REVISED CALENDAR COPY

SCIENCE

Required: English (ENG4U), Advanced Functions and Introductory Calculus (MCB4U) and two of: Biology (SBI4U), Chemistry (SCH4U), **Computer and Information Science (ICS4M)**, Earth and Space Science (SES4U), Geometry + Discrete Math (MGA4U), Math of Data Management (MDM4U), Physics (SPH4U).

Background:

The addition of this course has been recommended by the Faculty of Science and is supported by the Office of the Registrar (Admissions).

7. **Western Scholars Designation for the Affiliated Colleges**

Recommended: That effective September 1, 2004, the policy on the Western Scholars designation be revised as outlined below to include the Affiliated Colleges:

NEW CALENDAR COPY

(Interfaculty Modules/Programs, p. 98 of the 2004 Academic Calendar)

WESTERN SCHOLARS

Nature and Purpose

The purpose of the Western Scholars designation is to recognize students' outstanding academic achievement and to provide opportunities for program enrichment.

High-achieving students entering first year are eligible to become members of the honor society referred to as Western Scholars. Western Scholars are invited to participate in extracurricular activities through which they are exposed to a variety of cultural, social and academic events, and are offered opportunities to participate in volunteer activities in the community.

Western Scholars follow the New Academic Choices program. They are encouraged to pursue Honors Bachelor degrees. Although there is no requirement that Western Scholars take honors-level options, they are encouraged to select challenging courses that meet their academic needs.

The Western Scholars designation is noted on the student's internal academic record, official transcript and degree diploma.

Eligibility Requirements

Students who were registered as Faculty Scholars or Scholar's Electives students at the time that the Western Scholars designation was introduced (September 2004) are eligible for membership in the honor society.

Students entering full-time study ~~at the constituent University~~ with averages of at least 90% or equivalent are invited to be recognized as Western Scholars prior to the beginning of their first year as part of the registration process. Students with equivalent levels of achievement who are entering with an International Baccalaureate or who have been admitted as international students or transfer students are also eligible.

Students who were not eligible at the time of admission to first year, or eligible students who did not accept membership in their first year, may apply for the Western Scholars designation at the end of first year if their sessional average in first year exceeds 80% on a full course load (i.e., at least 5.0 courses in the Fall/Winter session), with no mark below 65%. In subsequent years, students may apply for Western Scholars designation if they have met all of the progression requirements each session from their first year onward.

To retain the Western Scholars designation, students must achieve a sessional average of at least 80%, with no mark less than 65%, on a full course load (i.e., at least 5.0 courses) during each Fall/Winter session, and a sessional average of at least 70%, with no mark less than 65%, on any additional courses taken during the summer session.

Background:

The Brescia, Huron and King's University Colleges will offer the Western Scholars designation in September. Therefore, the specific reference to only the constituent university must be removed. Although there may be some opportunities for joint activities for students, extracurricular activities referred to in the second paragraph will be arranged separately by the constituent university and the individual colleges.

8. **Scholar's Electives**

Recommended: That Senate approve in principle that the Scholar's Electives Program be revised as outlined below. [It is anticipated that Senate will be asked to approve the final version of the Scholar's Electives Program in October 2004.]

REVISED CALENDAR COPY

Scholar's Electives Program

The Scholar's Electives program allows top students who have demonstrated outstanding academic potential to apply to Western for admission to both a primary, discipline-based program of study and the Scholar's Electives degree. The program is designed to provide an intellectually stimulating learning environment for students who truly wish to undertake an interdisciplinary experience. Its goals are to foster a community of scholars who have diverse disciplinary and research interests, but have a general intellectual curiosity about most disciplines.

Those selected will comprise a small group (no larger than 50-75 students per year at the constituent university) who will, in addition to their honors degree courses, enrol in a Scholar's Electives Module

comprising 3.0 courses. The courses in the Scholar's Electives module will be taught by faculty members from more than one faculty and expose students to significant ideas from different disciplines.

The small enrolment in the program will enable the students to connect with one another and ensure greater individual contact with faculty members. Development and staffing of the Scholar's Electives modular courses will be the responsibility of the participating Faculties.

Each Affiliated College also offers a Scholar's Electives program leading to a BA degree under the same conditions. Admission to the program must be granted by the Academic Dean of an Affiliated College and, where appropriate, in consultation with the Dean(s) of the constituent university Faculties involved in the proposed course of study.

The Faculty or College in which the student registers will appoint a mentor to oversee and direct a student's work. The mentor will serve as the student's primary academic advisor, working in collaboration with an Academic Counsellor from the student's home Faculty. The mentor will hold regular meetings with the student to see how things are going and offer suggestions along the way.

Admission Requirements

Normally, students apply for admission to the Scholar's Electives program prior to registration in first year of a BA, BHSc, BMSc or BSc degree program. Scholar's Electives is a limited enrolment program, open to full-time students who qualify for membership as Western Scholars by having at least a 90% admission average. Selection will be determined by a Selection Committee on the basis of grades and personal accomplishments, such as demonstrated achievement beyond the classroom and community contributions, as detailed on a supplementary admissions form.

After the first year, students wishing to transfer into the Scholar's Electives program whose achievements are comparable to the program's admission and progression requirements may apply to the Selection Committee for late admission.

Program Requirements

The Scholar's Electives program includes an honors degree which includes either an Honors Specialization or double Major as well as a Scholar's Electives module. The Honors Specialization or the Major modules may be standard modules offered by Departments, or theme areas designed by the student with the support of faculty mentors and approved by the Dean's Office. The courses in the Scholar's Electives module are interdisciplinary courses developed and taught by teams of experienced faculty members.

The Scholar's Elective Module

3 courses:

0.5 course: Scholar's Electives 020y: Introductory Research project (introduction to research in the student's field)

1.0 course: Scholar's Electives 200: Intellectual Origins and Concepts 1: Historical Perspectives (seminar course with readings)

1.0 course: Scholar's Electives 201: Intellectual Origins and Concepts 2: Contemporary Issues (seminar course with readings)

0.5 course: Scholar's Electives 400y: Fourth Year Senior Research project (Participation in Research Fair by presentation of research results at Great Hall/Alumni Hall poster session)

Students must be registered in a minimum of 5.0 courses during each Fall/Winter session. Students may have the option of taking additional courses during the summer, if desired. With permission of the Department and Dean's Office, students with appropriate background may be permitted to include senior courses in their first year program. After first year, students are required to take all honors courses. (One exception may be permitted with Dean's approval.) Regulations governing the New Academic Choices, including the breadth and essay requirements, apply to Scholar's Electives students.

Themed Modules

These modules allow study in areas that are not covered by New Academic Choices. Each module will be overseen by an appropriate mentor. Examples of these themes include:

- peace studies (economics, politics, philosophy, anthropology, history, women's studies, etc.)
- multiculturalism (politics, geography, comparative literature, history, languages, etc.)
- scientific methodology (biology, chemistry, physics, history, philosophy, etc.)

These modules can be taken as either a Major or a Minor module with an Honors Specialization or Major module in a "regular" discipline. The combination must be scrutinized to make sure that it meets program requirements and does not jeopardize prospects for graduate school, professional school, etc.

Progression and Graduation Requirements

To maintain their registration in the Scholar's Electives program, students enroll in a full course load during the Fall/Winter session and must achieve a sessional average of at least 80% with no grade less than 65%. On any additional courses taken during the summer session, students must maintain a sessional average of at least 70%, with no mark less than 65%.

Graduation requirements: Completion of an Honors Bachelor degree, including the Scholar's Electives module, with a minimum average of 80% and no grade less than 65%.

The diploma awarded to students will record both the status of Scholar's Electives and the specializations and/or majors studied, as recommended by the Dean.

Background:

The purpose of this proposal is to develop a program of study that will be attractive to Western's top students. It is intended to appeal to high achieving students who are intellectually curious and interested in a broad, interdisciplinary academic experience. The program is intended to provide individualized attention to these students, as well as advanced research opportunities, together with exposure to a community of like-minded peers. At the same time, it must recognize that these students have academic and career goals that must not be derailed by a program that is overly demanding and/or a distraction from some of their more discipline/career specific undertakings.

Since the View Book which will be distributed to prospective students in September is about to go to print (see draft attached as [Appendix 1](#)), Senate is being asked to approve this proposal in principle with the understanding that only minor adjustments will be made for the final version.

In general, this program will target students entering first year, though it will also be possible for students to enter the program at the end of first year. Admission will be by application; admission decisions will be made by a committee of Associate Deans (or designates).

The program proposal has the following components: a) mentor and b) Intellectual Origins and Concepts, which together will yield c) the Scholar's Elective Module (note: this name may need to be changed. While "Scholar's Elective" has earned a certain recognition, it may be confusing, even misleading) and support the possibility of d) themed modules.

A) Mentor

This is a key component. The prospect of having a professor oversee and direct a student's work has been one of the most attractive (if occasionally underused) elements of the current Scholar's Electives program. The role of the mentor would be to hold regular meetings with the student to see how things are going and offer suggestions along the way. Academic counselling and advising are important in this context. In the first year, a student could be assigned an interim mentor, subject to revision, depending on the development of the student's interests. By second year the assignment would be made permanent (subject to variables including sabbaticals, divergent interests, etc.). The mentor would also be responsible for putting together two research courses for the student. The first would be a half course

(0.5), taken in first year as a “y” course (Scholar’s Electives 020y) and would serve as an introduction to research in the student’s field. The second (Scholar’s Electives 400y) would be a senior research project, with the results of the research presented in a poster display at a yearly Research Fair. Also, if the student elected to undertake a themed module, the mentor would be in charge of overseeing/advising course selection.

To be successful, mentors would have to take an active interest in their mentees, and would need to receive academic recognition for their efforts from APE committees and the like.

B) Intellectual Origins and Concepts (IOAC)

This would be a 2.0 course sequence, at the 200-level, intended to introduce students to the intellectual origins and concepts of the university disciplines. It would be, necessarily, a multidisciplinary undertaking. It would be a historical survey covering major themes in the arts, sciences and social sciences. At the same time there would be a significant focus on the relevance of historical elements to contemporary theoretical debates and research. An important goal of these courses would be to offer students a chance to interact with their peers in a “community of diverse scholars” settings.

The format of these courses would be a seminar with readings. Each course would require a coordinator and a collection of lecturers to present material and facilitate class discussion. (Again, it would be important to arrange professional credit for participating in these courses, without impinging on departments’ abilities to deliver their other courses: treating participation on a par with teaching a reading course might be an appropriate model). The choice of coordinator and facilitators would be crucial to the success of the venture.

The two Scholar’s Electives 200-level courses (SE 200 and SE 201) would be offered every year. Students could take them in either order (there would be a sense in doing 1 before 2, but scheduling issues might arise). Ideally, these would be full-year courses, perhaps meeting two hours per week to keep the load manageable. The reason for this is to offer a full 52 weeks of course material over two years: this would allow the Faculties to put together a course of study that is not overly restrictive, and has sufficient room to cover as broad an array of themes and approaches as possible.

Grading in the course should be on the basis of some combination of essays, presentations and tests. While it would be possible to have the courses graded as Pass/Fail, this would likely undermine commitment to the courses. Hence, the courses should be counted into the record as regular courses.

Possible course areas: SE 200: IOAC 1: Historical Perspectives. SE 201: IOAC 2: Contemporary Issues. Models for these kinds of courses exist at both Columbia University (famously) and Queen’s University (less famously and with an abbreviated science component, but still effectively. See: <http://www.queensu.ca/history/IOCW.htm>)

Ideal class size: no more than 75 students (fewer would be better)

C) The Scholar’s Electives Module

3 courses:

0.5 course: Scholar’s Electives 020y: Introductory Research project (introduction to research in the student’s field), taken as overload in first year

1.0 course: Scholar’s Electives 200: Intellectual Origins and Concepts 1: Historical Perspectives (seminar course with readings)

1.0 course: Scholar’s Electives 201: Intellectual Origins and Concepts 2: Contemporary Issues (seminar course with readings)

0.5 course: Scholar’s Electives 400y: Fourth Year Senior Research project (Participation in Research Fair, taken as overload in 4th year, presentation of research results at Great Hall/Alumni Hall poster session)

D) Themed Modules

The purpose of these modules would be to allow study in areas that are not covered by New Academic Choices. Each module would be overseen by an appropriate mentor.

What might such modules look like?

- 1) peace studies (economics, politics, philosophy, anthropology, history, women’s studies, etc.)
- 2) multiculturalism (politics, geography, comparative literature, history, languages, etc.)
- 3) scientific methodology (biology, chemistry, physics, history, philosophy, etc.)

These modules could be taken as either a major or a minor (but not a specialization or honors specialization), and would have to be taken together with a major or honors specialization in a “regular” discipline. The combination would have to be scrutinized to make sure that it a) met program requirements and b) did not jeopardize prospects for graduate school, professional school, etc. If these turn out to be attractive, it might be worth contemplating opening them up to Western Scholars as well. The main attraction here is to offer as many choices as possible to high achieving students.

E) What this looks like in terms of degree combinations (number of courses)

1 st year	honors	major	major	minor	minor	S.E.M.	Total
5.5	9.0	6.0				2.5	23.0
5.5	9.0			4.0		2.5	21.0
5.5		6.0	6.0			2.5	20.0

For honors modules with 10.0 courses, or major modules with 7.0 courses, the total number of courses in some combinations becomes a problem.

Conclusion

This proposal aims to present the components of, and rationale for, a program designed to be intellectually stimulating and attractive to students. Its goals are to foster a community of scholars who have diverse disciplinary and research interests, but have a general intellectual curiosity about most disciplines. The proposal also seeks to institute mechanisms whereby top students will get serious academic attention, early exposure to active research and a broad intellectual background.

9. **Add/Drop Deadlines for Quarter Courses**

Recommended: That the Policy on Add/Drop Deadlines be revised with regard to the deadlines for Kinesiology quarter courses, and that the means for tabulating the dates be included in the policy for clarification.

ADDING AND DROPPING COURSES (S.01-151, S.02-086b, S.03-097)

Courses may not normally be added and dropped after the specified deadline dates. In exceptional cases and on presentation of evidence of medical or compassionate grounds or other extenuating circumstances, the Dean (or designate) of the faculty of registration may grant a petition to waive the regulation.

The Office of the Registrar, in consultation with the academic community and appropriate administrative offices, will determine all applicable sessional dates for the academic year and recommend them to Senate for approval in December. The list of sessional dates will be maintained on the Registrar’s Office website in the Academic Calendar at <http://www.registrar.uwo.ca/ACCALS/>

Deadline dates for adding a course will normally be calculated according to the table below.*

Once classes begin, a course may be added or dropped only with the joint approval of the Dean (or designate) of the Faculty in which the student is registered and the Chair (or designate) of the Department concerned.

A course that has been dropped by the last date specified for adding a course shall be expunged from the records. A course that has been dropped after the last date specified for adding a course but before the last date for dropping a course without academic penalty (or subsequently, if a petition is granted by the Dean) shall be recorded as "WDN".

A course that has not been dropped in accordance with the above regulations and that has not been completed satisfactorily by the student shall be recorded as "F".

TYPE OF COURSE	SESSION	LAST DAY TO ADD Number of business days from and including the start date of the session	LAST DATE OR DAY TO DROP Number of business days from and including the start date of the session
Full course	Fall/Winter	7	November 30
	Intersession	2	8
	Summer Day	2	8
	Summer Evening	5	19
First term full course	Fall/Winter	7	October 15
First term half course	Fall/Winter	7	October 15
First term quarter course ("q" course offered by Education Pre-Service Sept. to Dec.)	Fall/Winter	7	October 15
First term, first quarter "q" course	Fall/Winter	7 5	12 10
First term, second quarter "r" course	Fall/Winter	7 5	12 10
	Intersession 6 week	2	8
	Summer Day 3 week	2	4
	Summer Day 6 week	2	8
	Summer Evening	5	10
Full year half course	Fall*/Winter	7	November 30
	Intersession	2	8
	Summer Day	2	8
	Summer Evening	5	19
Second term full course	Fall/Winter	7	February 15
Second term half course	Fall/Winter	7	February 15
Second term, quarter Course ("s" course offered by Education Pre-Service Jan. to Apr.)	Fall/Winter	7	February 15
Second term, first quarter "s" course	Fall/Winter	7 5	12 10
Second term, second quarter "t" course	Fall/Winter	7 5	12 10
	Summer Evening	5	10

*NOTES:

1. Students in "w" accelerated language courses may transfer to the equivalent full year course with the permission of their Faculty prior to November 1.

2. Some of the quarter courses offered by the Richard Ivey School of Business do not fit into the standard timelines. For these courses, the add date will be the second business day from and including the start date of the session and the drop date will be 50% of the way through the course (from and including the start date of the session).
3. **For quarter courses in Kinesiology:**
 - “q” These courses will start the first Monday of the term; the last day to add the “q” quarter course will be five (5) business days from and including the Monday start date; the last day to drop the “q” quarter course without penalty will be ten (10) days from the Monday start date.
 - “r” The start date will be tabulated as thirty-one (31) business days from the start of the “q” session; the last day to add the “r” quarter course will be thirty-five (35) business days from the start of the “q” session; the last day to drop the “r” quarter course without penalty will be forty (40) business days from the start of the “q” session.
 - “s” These courses will start the first Monday of the term; the last day to add the “s” quarter course will be five (5) business days from and including the Monday start date; the last day to drop the “s” quarter course without penalty will be ten (10) days from the Monday start date.
 - “t” The start date will be tabulated as thirty-one (31) business days from the start of the “s” session; the last day to add the “t” quarter course will be thirty-five (35) business days from the start of the “s” session; the last day to drop the “t” quarter course without penalty will be forty* (40) business days from the start date of the “s” session.
*excluding reading week

Background:

In the view of the Faculty of Health Sciences, there was a need to clarify the start and end dates of the six-week quarter courses offered by the School of Kinesiology. The set formula will provide specific operational start and add/drop dates.

Contingent on approval of this recommendation, the Sessional date locations in both calendars will be updated to reflect the new information. The application of this new formula will result in the following 2004-05 add/drop deadline dates:

NEW CALENDAR COPY

(both the old and new version of the academic calendar)

October 25, 2004	First day of “r” quarter course
October 29, 2004	Last date to add an “r” quarter course
November 5, 2004	Last date to drop an “r” quarter course without penalty.
January 7, 2005	Last date to add an “s” quarter course
January 14, 2005	Last date to drop an “s” quarter course without penalty.
February 14, 2005	First day of “t” quarter course
February 18, 2005	Last day to add a “t” quarter course
March 4, 2005	Last day to drop a “t” quarter course without penalty.

FOR INFORMATION

1. **Hours of Instruction**

Effective September 1, 2005, the hours of instruction for 1st entry Undergraduate programs at The University of Western Ontario will be:

- Daytime classes: 8:30 a.m. to 5:30 p.m. (Monday to Friday)
- Evening classes: 7:00 p.m. to 10:00 p.m. (Monday to Thursday)

The reform of the undergraduate degree had a primary objective of increasing academic flexibility for students by allowing them access to a wide selection of programs in most undergraduate faculties. The Comprehensive Timetable Project has complemented this academic initiative by working to develop a timetable that will minimize the number of course conflicts that students will experience. In concert with

these two initiatives, Registrar's Office staff undertook a review of the Senate-approved policy on Hours of Instruction¹. As a result, a change in hours has been recommended which will maximize the timetable options within the physical plant as well as taking into consideration personnel and family responsibilities of faculty and students.

Consultation has taken place with Deans, Associate Deans, Department Chairs, UWOFA, USC, Affiliated Colleges and Administrative Units (e.g., Food Services, Housing, etc.)

2. New Scholarships and Awards

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

Tevya Rosenberg HBA Award in Entrepreneurship (Richard Ivey School of Business)

Awarded annually to a female student, based on demonstrated financial need and academic excellence (minimum 80% average), who is finishing HBA Year 1 and is applying for acceptance into the Certificate in Entrepreneurship program at the Business School. Application for the award will occur at the same time the candidate applies for acceptance into the Certificate in Entrepreneurship program. Applications can be obtained from the HBA Program Office and must be submitted by April 1. The HBA Scholarship Committee, in consultation with the Director of Entrepreneurship, will make the final selection of the recipient, once the Office of the Registrar has determined financial need.

Value: 1 at \$4,750

Effective: May 2004 to April 2007

Cavalluzzo Hayes Shilton McIntyre & Cornish Award (Faculty of Law)

Awarded annually to the student or students (to a maximum of 2) who achieve the highest academic standing in the Advanced Labour Law course. The Faculty of Law will select the recipient(s).

Value: \$475 is available annually

Effective: beginning in May 2003 and ending in April 2010

John F. Rankin MBA and Doctoral Scholarships (Faculty of Graduate Studies, Business Administration)

Awarded to graduate students in the MBA or PhD program based on academic achievement (minimum 80% average). The scholarship will continue for up to two years provided that the recipient maintains an average above 80%. A committee in the Richard Ivey School of Business will select the recipient(s). At least one faculty member on the selection committee will be a member of the Faculty of Graduate Studies.

Value: the number and value of the awards will vary, and up to \$10,800 is available annually. The exact amount available will be determined each fall after a match of the expendable income available is sought through OGS.

Effective: May 2004

Mercer Human Resource Consulting 125th Anniversary Alumni Scholarship (Faculty of Science, Actuarial Science)

Awarded to a full-time student in Year 3 of an Honors Bachelor degree with an Honors Specialization or Double Major in Actuarial Science, based on academic achievement (minimum 80% average), financial need, and university and community involvement, preferably in a leadership role. This scholarship will continue in Year 4 provided that the recipient maintains a full course load, minimum 80% average and demonstrates financial need. If a recipient fails to qualify to continue, a student from the same year who meets the criteria

¹The policy (S.88-188) created a general bandwidth of hours of instruction 8:00 a.m. to 6:00 p.m. and from 7:00 p.m. to 11:00 p.m. for all classes. A number of individual faculties have adjusted their classroom hours within this bandwidth.

will be selected as a replacement. Applications can be accessed online through the Office of the Registrar web site, and must be submitted by October 31, along with a short essay (max. 250 words) describing the candidate's university and community involvement. The Office of the Registrar will determine financial need and the recipient will be selected by the Faculty of Science in consultation with the Department of Statistical and Actuarial Sciences. This scholarship was established by Mercer Human Resource Consulting through Foundation Western.

Value: 1 at \$1,000, continuing for 2 years
Effective: May 2007

This scholarship is offered through the Ontario Student Opportunity Trust Fund (OSOTF) program, and recipients must meet Ontario residency requirements.

Geoffrey K. Caldwell 125th Anniversary Alumni Bursary (Faculty of Arts)

Awarded to a full-time student in any year beyond Year 1 in the Faculty of Arts, based on financial need. This bursary was established by Geoffrey K. Caldwell (BA '52) through Foundation Western.

Value: \$550
Effective: May 2005

This bursary is offered through the Ontario Student Opportunity Trust Fund (OSOTF) program, and recipients must meet Ontario residency requirements.

Drs. James and Leslie Rourke Award in Rural Medicine Research (Faculty of Medicine & Dentistry, Medicine)

Awarded to a student in Years 2 through 4 of the Doctor of Medicine program who has financial need and, in the opinion of the Assistant Dean Rural/Regional, has devoted exceptional time and effort towards a summer rural research project. Application forms will be available to be picked up in January of the year applying and completed forms must be returned to Admissions/Student & Equity Affairs Office of the Faculty by March 31. Participation in a summer rural research project will then qualify the applicant for consideration for this award. The recipient will be selected by the Assistant Dean Rural/Regional of the Schulich School of Medicine, in consultation with SWOMEN Rural/Regional staff and faculty, once the Office of the Registrar has determined financial need.

This award was established through Foundation Western by Drs. James and Leslie Rourke, who completed Doctor of Medicine degrees (MD '76 and MD '77 respectively), Family Medicine residencies and Master of Clinical Science (Family Medicine) degrees, through Western. In 1997, Dr. James Rourke became founding director of the SWORRM (Southwestern Ontario Rural Regional Medicine) program, which paved the way for the SWOMEN (Southwestern Ontario Medical Education Network) program established in 2002. Both Drs. Rourke have been role models in rural family medicine, through their successful medical practices in Goderich, and their leadership in promoting it provincially, nationally and internationally.

Value: 1 at minimum \$450
Effective: May 2004 (for May 2005 Rural Symposium)
Value: 1 at \$900
Effective: May 2005 (for May 2006 Rural Symposium)

This award is offered through the Ontario Student Opportunity Trust Fund (OSOTF) program, and recipients must meet Ontario residency requirements.

SWOMEN Windsor Clerkship Scholarship in Surgery (Faculty of Medicine & Dentistry, Medicine)

Awarded to the undergraduate Medicine student at the end of the Year 3 clinical clerkship who, during the Surgery rotation, best exemplifies the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry. This award is open to clinical clerks who have done their clerkship in Surgery in Windsor.

Value: 1 at \$1,000
Effective: May 2003 to April 2005

SWOMEN Windsor Clerkship Scholarship in Medicine (Faculty of Medicine & Dentistry, Medicine)

Awarded to the undergraduate Medicine student at the end of the Year 3 clinical clerkship who, during the Medicine rotation, best exemplifies the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry. This award is open to clinical clerks who have done their clerkship in Medicine in Windsor.

Value: 1 at \$1,000
Effective: May 2003 to April 2005

SWOMEN Windsor Clerkship Scholarship in Family Medicine (Faculty of Medicine & Dentistry, Medicine)

Awarded to the undergraduate Medicine student at the end of the Year 3 clinical clerkship who, during the Family Medicine rotation, best exemplifies the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry. This award is open to clinical clerks who have done their clerkship in Family Medicine in Windsor.

Value: 1 at \$1,000
Effective: May 2003 to April 2005

SWOMEN Windsor Clerkship Scholarship in Paediatrics (Faculty of Medicine & Dentistry, Medicine)

Awarded to the undergraduate Medicine student at the end of the Year 3 clinical clerkship who, during the Paediatrics rotation, best exemplifies the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry. This award is open to clinical clerks who have done their clerkship in Paediatrics in Windsor.

Value: 1 at \$1,000
Effective: May 2003 to April 2005

SWOMEN Windsor Clerkship Scholarship in Obstetrics & Gynaecology (Faculty of Medicine & Dentistry, Medicine)

Awarded to the undergraduate Medicine student at the end of the Year 3 clinical clerkship who, during the Obstetrics & Gynaecology rotation, best exemplifies the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry. This award is open to clinical clerks who have done their clerkship in Obstetrics & Gynaecology in Windsor.

Value: 1 at \$1,000
Effective: May 2003 to April 2005

SWOMEN Windsor Clerkship Scholarship in Psychiatry (Faculty of Medicine & Dentistry, Medicine)

Awarded to the undergraduate Medicine student at the end of the Year 3 clinical clerkship who, during the Psychiatry rotation, best exemplifies the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry. This award is open to clinical clerks who have done their clerkship in Psychiatry in Windsor.

Value: 1 at \$1,000
Effective: May 2003 to April 2005

SWOMEN Windsor Compassion Award (Faculty of Medicine & Dentistry, Medicine)

Awarded to a medical student during clinical clerkship who has best demonstrated awareness and concern for co-workers, as well as empathy and compassion for the physical and emotional needs of patients. This award is open to full-time clinical clerks who have spent their entire clinical clerkship in Windsor. The

recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry in consultation with the SWOMEN Academic Directors.

Value: 1 at \$500

Effective: May 2003 to April 2005

SWOMEN Windsor Clinical Clerk Award (Faculty of Medicine & Dentistry, Medicine)

Awarded annually to the medical student who, as a third year Clinical Clerk in SWOMEN, demonstrates the most interest and initiative in the betterment and development of the SWOMEN Windsor program and who is identified as a future medical leader. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry in consultation with the SWOMEN Academic Directors. This award is open to clinical clerks who have spent their entire clinical clerkship in Windsor.

Value: 1 at \$750

Effective: May 2003 to April 2005

SWOMEN Windsor Prize in Emergency Medicine (Faculty of Medicine & Dentistry, Medicine)

Awarded annually to the medical student in the clinical clerkship achieving the best balance of high academic standing and those qualities that best exemplify the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry in consultation with the Department of Emergency Medicine. This award is open to clinical clerks who have spent their clinical clerkship in Emergency Medicine in Windsor.

Value: 1 at \$250

Effective: May 2003 to April 2005

SWOMEN Windsor Prize in Anesthesiology (Faculty of Medicine & Dentistry, Medicine)

Awarded annually to the medical student in the clinical clerkship achieving the best balance of high academic standing and those qualities that best exemplify the Physician roles identified by the MD curriculum objectives. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry in consultation with the Department of Anesthesiology. This award is open to clinical clerks who have spent their clinical clerkship in Anesthesiology in Windsor.

Value: 1 at \$250

Effective: May 2003 to April 2005

SWOMEN Windsor Prize in Surgery (Faculty of Medicine & Dentistry, Medicine)

Awarded to the student at the end of clinical clerkship showing the most proficiency in clinical signs and symptoms leading to diagnosis in Surgery. The recipient will be selected by the Progression, Awards & Appeals Committee of the Faculty of Medicine & Dentistry. This award is open to clinical clerks who have spent their clinical clerkship in Surgery in Windsor.

Value: 1 at \$250

Effective: May 2003 to April 2005

Edward J. Izrael 125th Anniversary Alumni Award in Education (Faculty of Education)

Awarded to a full-time student in the Faculty of Education based on academic achievement (minimum 70% average) and financial need. Applications can be obtained through the Office of the Registrar web site and must be submitted by October 31. The Office of the Registrar will determine financial need and the recipient will be selected by the Scholarship and Awards Committee in the Faculty of Education. This award was established by Ms. Helen Izrael through Foundation Western in memory of her son Edward J. Izrael (BA '69, BEd '69).

Value: 1 at \$1,000

Effective Date: May 2005

This award is offered through the Ontario Student Opportunity Trust Fund (OSOTF) program, and recipients must meet Ontario residency requirements.

Edward J. Izrael 125th Anniversary Alumni Award in English (Faculty of Arts, English)

Awarded to a full-time student in Year 2 or higher of a four-year degree program in English, based on academic achievement (minimum 70% average) and financial need. Preference will be given to students in Year 2. Applications can be obtained through the Office of the Registrar web site and must be submitted by October 31. The Office of the Registrar will determine financial need and the recipient will be selected by the Scholarship and Awards Committee in the Faculty of Arts. This award was established by Ms. Helen Izrael through Foundation Western in memory of her son Edward J. Izrael (BA '69, BEd '69).

Value: 1 at \$1,000

Effective Date: May 2005

This award is offered through the Ontario Student Opportunity Trust Fund (OSOTF) program, and recipients must meet Ontario residency requirements.

UWORCS Award (Faculty of Graduate Studies, Computer Science)

Awarded to full-time graduate students in a graduate Computer Science program who submit and present the best research work at the UWORCS conference held internally by the Computer Science Department in March of each year. Papers for presentation at the conference must be submitted to the Computer Science Department by February 15. Candidates' research work will be evaluated based on the merit and quality of the research, the quality of the presentation and handling of audience questions. Candidates cannot compete with more than one presentation. The Computer Science Graduate Executive Committee and Computer Science research faculty members will select the recipients. At least one faculty member on the committee will also be a member of the Faculty of Graduate Studies.

Value: \$500, number varies annually

Effective: May 2003

CS Publications Incentive Award (Faculty of Graduate Studies, Computer Science)

Awarded to full-time graduate students in a graduate Computer Science program with top quality research submissions that have been published or presented after the student entered the graduate program. Candidates who publish or present their research findings in reputed scientific forums such as journals and conferences within the same year as the competition (July 1 to June 30) are eligible to compete. Candidates must provide a copy of their research submission to the Computer Science Department by July 10 to be considered. The Computer Science Graduate Executive Committee will select the recipients. At least one faculty member on the committee will also be a member of the Faculty of Graduate Studies.

Value: \$500, number varies annually

Effective: May 2003

International Computer Science Graduate Student Award (Faculty of Graduate Studies, Computer Science)

Awarded to full-time international graduate students completing their third term of a thesis or project in the MSc degree program in Computer Science, based on academic achievement (minimum 80% average). Candidates must have held an IGSS for the first three terms of the MSc program and successfully submitted their MSc proposal. Candidates will be asked to submit a research plan to state what work remains to finish their degree within the fourth term. They also must obtain written confirmation from their supervisors that there is a very high chance that the student will be able to finish the degree within a term. The submission deadline is April 10, August 10, or December 10, depending upon when the applicant's fourth term begins. The Computer Science Graduate Executive Committee will select the recipients. At least one faculty member on the committee will also be a member of the Faculty of Graduate Studies.

Value: \$2,000, up to one award per term

Effective: May 2003

HBA Class of 1978 Award (Richard Ivey School of Business)

Awarded to a student entering HBA Year 1 based on academic achievement (minimum 78% admission average) and demonstrated financial need. This award will continue in HBA Year 2 provided that the candidate maintains a 70% average and demonstrates financial need. Candidates must complete a financial assistance application, which is available online through the Office of the Registrar web site by April 1. The Office of the Registrar will determine financial need and the HBA Scholarship Committee will make the final selection of the recipient. This award was made possible by gifts from the HBA Class of 1978.

Value: 1 at \$6,300 per year, continuing for 2 years

Effective: beginning in May 2004 and ending in April 2010. A new recipient will not be selected in 2009-2010.

Benjamin Higgins Prize in Development Economics (Faculty of Social Science, Economics)

Awarded to the student with the highest mark in Economics 324F/G or 325F/G provided that the student has at least 80%. In the case of a tie, the instructor will recommend a winner. The recipient will be selected by the Department of Economics. This prize is made possible by gifts from Western alumni through Foundation Western.

Value: book prize valued up to \$150

Effective: May 2002

Alumni Essay Prizes in Economics (Faculty of Social Science, Economics)

Awarded each term to the undergraduate students in Economics who submit the best economics essays as part of their course work. Nominations are requested from each of the instructors teaching an economics essay course shortly after the end of each term. A departmental faculty committee will select the best essays based on content, spelling and grammar, originality and use of references. One award per term will be given to a student in an honors level economics essay course (except Economics 400E) and one award per term will be given to a student in a 100-level economics essay course. Students are eligible to receive this award only once. These prizes are made possible by gifts from Western alumni through Foundation Western.

Value: 4 at \$200 (2 awarded per term)

Effective: May 2004

John Khajadourian Award (Faculty of Graduate Studies, Business Administration)

Awarded annually to a graduating, full-time MBA student who has significantly improved the Ivey strategy, experience and culture through his/her activities in the MBA program. Nominations are to be made by Ivey staff and faculty and are due to the MBA Program Office by April 1. The nomination should include the student's name, a description of the activity, and additional comments on the reasons why the student is deserving of this recognition. The recipient will be selected by a committee of MBA Program Office staff, Ivey support staff and Ivey faculty, including at least one faculty representative who is a member of the Faculty of Graduate Studies. The committee will be responsible for inviting nominations from staff and faculty, reviewing the nominations and selecting the award winner. This award is made possible by Ms. Joanne Shoveller (MBA 2000).

Value: 1 at \$250

Effective: May 2003 to April 2006

3. **Policy on Withdrawal or Reduced Course Load after Receiving University-Administered Scholarships and Awards**

Editorial changes have been made to the following policy for clarification:

Withdrawal or Reduced Course Load after Receiving University-Administered Scholarships and Awards (S.91-22)

Scholarship/Award recipients who withdraw or reduce their course load to less than 3.5 courses after registration shall be entitled ~~only~~ to the **prorated** value of the scholarship/award ~~as determined by the prorated cost of tuition from the date of the course change or withdrawal~~ **only for the number of weeks attended in the academic term. The number of weeks will be calculated using the date of course change or withdrawal.**

SCHOLAR'S ELECTIVES

Looking for a unique scholarly challenge? Hoping to be involved with university research before graduate school? Our Scholar's Electives program is designed for high-achieving, self-directed students interested in pursuing an interdisciplinary academic experience.

As a Scholar's Electives student, you have the ability to enroll in an Honors degree in Arts, Science, Social Science, Health Sciences, Media Information and Technology (MIT), Kinesiology or Medical Sciences and pursue Western's Scholar's Electives module. Another advantage to being a Scholar's Electives student is the ability to tailor your personal academic goals, bringing together various disciplines to create a module theme such as multiculturalism or bioethics, for example.

A professor will become your mentor to guide you through your academic pursuits and challenge you to become a leading scholar in your field. Your mentor will work closely with you on a research project in fourth year where you will present your work to peers and the Western community.

You'll experience a close connection with the other 50-75 Scholar's Electives students by attending three classes together. The courses begin in first year and continue until graduation. You'll study "Intellectual Origins and Concepts" and learn more about how to develop and execute your research project.

To be a Scholar's Electives student your final admission average must be 90 per cent or higher. On your application form from the Ontario Universities' Applications Centre (OUAC), indicate "Scholar's Electives" under subject of major interest and we will send you a supplementary application form to the Scholar's Electives program. We will be looking for extracurricular activities and community contributions as well as high grades.

For more information, please look online:
<http://welcome.uwo.ca/ScholarsElectives>