



**To: Faculty Council**

**From: Professor Graeme Norval  
Chair, Undergraduate Curriculum Committee**

**Date: February 8, 2011 for March 8, 2011 Meeting**

**Item: Edits to Regulations on Self-Initiated Minors**

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**Background:**

Beginning with the calendar for the 2006-07 academic year, the Faculty of Applied Science and Engineering began allowing students to record a Minor designation from a program in the Faculty of Arts and Science. The intention of the designation is to support students wishing to take additional courses in fields that are different from their engineering program. Since that time, more than 100 students have graduated with such a designation.

Recently, some students have requested that the Faculty include designation from science and mathematics programs. Other students have requested consideration of a Major designation, particularly from the science and mathematics programs. These requests run counter to the intention of the designation which is to support studies in the Humanities and Social Sciences.

The Faculty of Arts and Science provides degree credit for students entering university with International Baccalaureate (IB), Advanced Placement (AP), General Certificate of Education (GCE), French Baccalaureate (FB) or Caribbean Advanced Proficiency Examination (CAPE) credits.

The Faculty Undergraduate Curriculum Committee has reviewed the situation and developed a modified calendar entry to address these issues.

**Structure:**

The modifications address 4 points: timing of completion, IB, AP, GCE, FB or CAPE courses, Majors and Specialist programs, and course overlap. The text is reproduced below, with changes shown in *italic*, and eliminated text stricken.

**SELF-INITIATED MINORS**

~~Graduating~~ Students may be eligible to receive acknowledgement of an Arts and Science minor upon completion of its associated course requirements within specific disciplines (political science, cinema studies etc.). Information regarding minor requirements for each discipline may be found in the Faculty of Arts and Science Calendar. *A student must complete all requirements*

*within nine calendar years of first registration, exclusive of mandatory absences from their program.* Students are advised that pursuing a self-initiated minor may extend their studies by a term or year in order to complete all program requirements.

Students must obtain documentation from the relevant department within the Faculty of Arts and Science so as to provide the Faculty with evidence that all requirements will have been completed ~~by the time of graduation.~~\* Successful completion will result in the annotation of the students' transcripts as to the completion of the minor.

*Students may use any of their HSS elective credits, any of their CS elective credits, any Free Electives credits and/or any 2 other courses (2 Half Course Equivalents) towards their Arts and Science Minor. All other courses taken for the Minor designation must be taken as Extra courses.*

*Students who have IB, AP, GCE, FB or CAPE credits may apply to the Engineering Registrar's Office to have the Faculty of Arts and Science equivalent courses listed on their transcript as Extra courses; the course equivalencies are those in place at the time of first registration. These credits may be counted towards any Arts and Science degree designation and may be used as pre-requisites for any higher level course in the Faculty of Arts and Science.*

*Students wishing to pursue a Major or Specialist designation must apply to the Faculty of Arts and Science for admission for a 2<sup>nd</sup> degree; details on dual registration can be found in the Faculty of Arts and Science Calendar.*

Note: In some disciplines, the Faculty of Arts and Science has found it necessary to restrict enrolment in upper-level courses to their own students. Students planning to pursue minors should consult the department concerned regarding the availability of courses. ~~Core courses required for completion of a BAsc degree cannot be used to meet the requirements of a self-initiated minor.~~\*<sup>2</sup>

\* ~~Emphasis added~~

### **Process:**

The committee is composed of representatives from each program, the Vice Dean Undergraduate, the Chair of First Year Studies, the Chair of the Cross-Disciplinary Studies, and the Registrar's Office. The committee met several times and created a solution that is both easy to administer as well as easy to understand.

### **Programs:**

This proposal would be applicable to students from all programs.

### **Proposal/Motion:**

For information.