

**REPORT OF THE SENATE COMMITTEE ON ACADEMIC POLICY AND AWARDS**

**(SCAPA)**

**FOR APPROVAL**

**1. Accelerated Language Courses - Full Courses Offered in One Semester**

**1a Course Numbering Policy: Introduction of "w/x" courses**

**Recommended:** That the Course Numbering Policy be revised to include the designation "w/x" for courses which will cover the same content as equivalent full courses in the current format, but which will be completed in one semester

**COURSE NUMBERING POLICY (Sen. Ag. Dec. 13/73, S.90-150, S.90-184, S.98-079, S.99-13, S.99-155)**

**COURSE NUMBERING**

- a) Subjects will be labelled with a three digit number code which will always decode as the full name of the subject.
- b) There will be one designation per course.
- c) The program, department, and subject will be coded separately and distinctly.
- d) Each course will be identified by the department offering it and not by the unit for whom it is offered.
- e) The course codes will be as follows:
  - 001 - 099 Year I level\*
  - 100 - 199 Year II and III level - general
  - 200 - 299 Year II level - honors
  - 300 - 399 Year III level - honors
  - 400 - 499 Year IV level - honors

\* The numbers 001 - 019 have been reserved for courses equivalent to pre-university introductory courses and may be counted for credit in the student's record.

- f) Each course code will be followed by a three place alpha-numeric code indicating weight and session.

**i) Full Courses**

- A full course not designated as an essay course will have no suffix. A full essay course will have a suffix of "E" (e.g., English 020E).

- A full course identified as "w" shall be offered in the intramural first term.

- A full course offered in the second term shall be identified as "x".

[Note: These accelerated full courses are not designated as essay courses. As a guideline, they normally will not be scheduled during high demand hours, i.e., Monday to Friday from 10:00 a.m. to 3:00 p.m.]

**ii) Half Courses**

- A half course identified as "a" shall be offered in the intramural first term. A first term essay half course will have a suffix of "F" (e.g., Philosophy 225F).

- A half course identified as "b" shall be offered in the intramural second term. A second term essay half course will have a suffix of "G" (e.g., Philosophy 226G).

- The designation "a/b" currently used in the Calendar will be "F/G" for essay courses.

- A half course offered in other than a regular session will have a suffix of "y". If such a course is an essay half course, it will have a suffix of "Z".

**iii) Quarter Courses**

- A quarter course offered by the Richard Ivey School of Business will have a suffix of "q".

iv) **Other Designations**

- The suffixes "c" and "d" respectively are used to designate January and February/March/April (FMA) courses in the Faculty of Law. All courses identified as "c" carry four credit weights.

- g) Section codes will be five character alpha-numeric and will indicate the section, location. Section codes will not appear in the Calendar.

[No change to sections 2 and 3]

1b Add/Drop Deadlines for "w/x" Courses (S.01-151)

**Recommended:** That the deadlines for adding and dropping accelerated full courses, i.e., "w/x" courses, coincide with the deadlines specified for half courses, and that the calendar copy be amended to read as shown below.

REVISED CALENDAR COPY  
(Page 20 of the 2002 Academic Calendar)

**ADD/DROP DEADLINES**

**Full Courses and Full-Year Half Courses**  
NO CHANGE

**Half Courses and One Semester Full Courses**

	<b>Add</b>	<b>Drop</b>
Fall/Winter on campus day* & evening and Distance Studies	7 <sup>th</sup> day of lectures	Term 1 - October 15; Term 2 - February 15

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

**Background:**

Contingent on approval of this policy and subsequent approval of the following courses by DAP, in September 2002, the Faculty of Arts will introduce the accelerated format for German 002w/x, 020w/x, Italian 002w/x, 020w/x, and Spanish 002w/x, 020w/x and 023w/x.

The Faculty of Arts proposal is to introduce a new format for an existing full-year course, so as to offer the option of teaching it in one semester (for a full credit). Students will meet four times a week for two hours each day, for a total of eight hours a week, which is twice the frequency of the current year-long course. There are no changes to course content, requisites, or program requirements. Drop deadlines are specified (October 15 and February 15, the current drop deadlines for half courses). Students who find it overly challenging may transfer to the full-year version of the course in first term with the permission of their Faculty **prior to November 1**, i.e., before the MTCU claim period. This transfer may be initiated by the student, or else recommended by the instructor. The Department will make every effort to schedule sections so that such a transfer would not present a timetable conflict.

The Faculty of Arts proposal is specific to accelerated language learning courses. As background for the proposal, the Faculty has provided the following information on three major issues:

**i. The number and the frequency of contact hours are critical to language learning.**

Language is different from most other subjects learned in the University in that the instructor is not primarily a source of information about the structure of the language, information that can be obtained elsewhere. Rather, he/she is the major source of linguistic input for the student. It is this interaction

between the instructor and the student that allows a systematic knowledge of the language to emerge in the mind of the learner.

Documented evidence demonstrates that at least five contact hours a week are needed to allow students to absorb, practice, and learn to utilize the language optimally in its four basic components (understanding, speaking, reading, writing). It has been found in several well known studies (e.g., Spada and Lightbown, 1989 and Paris, 1987) that the frequency of contact is also important. Given the same number of hours, accelerated, more intensive programs are more successful, leading to greater fluency and communicative ability. Furthermore, accelerated programs have been very successful at other Canadian universities. McGill, for one, has had such a program in place for several years at both the beginning and the intermediate levels. It caters mainly but not exclusively to students who wish to major in the language. It has been found that these classes attract the more motivated students, and the daily contact with the second language in turn helps to raise motivation and enthusiasm.

The closest UWO has to accelerated language courses are its Summer courses. In the experience of many professors, the students often learn more in a few weeks than in the courses that take a full school year. The evidence suggests that the instructor can demand more and the students are more responsive. This is not due to the fact that the students have more time as in fact most of them are working full-time jobs. The current proposal is intended to make the benefits of intensive language study available during the Fall-Winter session for students who wish to avail themselves of them.

**ii. The proposal responds to recent and ongoing changes in the qualifications of incoming students.** According to the UWO *Handbook of Academic and Scholarship Policy*, "First Year Courses/Classes" (S.2288.02-04, 07 and 14), #5:

"Each department will reappraise its first year course offerings to ensure that they adequately accommodate changes in Secondary School curricula, changes in the discipline, and the diverse levels of preparation attained by incoming students."

At Western, 002-level and 020-level language courses are the foundation for all subsequent studies in the language, and 020-level is the prerequisite for entering any language program. Until the second language is mastered to a certain degree, it is very difficult for the students to approach any "content" courses. In past years it was possible to count on an adequate number of students arriving with background preparation from high school, but this number has declined steadily over the past decades. With the elimination of a fifth year of high school in Ontario and of OAC-I level language courses, the number of students who have studied a language (other than French) in high school sufficiently to enter at the intermediate (i.e., 020-level) will decline further. If they are not able to take Summer courses, it will take students two years to prepare for the "content" courses in literature and culture, or to reach the point where they can enrol in any language program. If the Department is able to offer accelerated courses, not only would its students have the opportunity to complete the necessary background in a reasonable time span (one year), but they would also be highly prepared to continue their studies. The Department therefore considers this proposal a necessary response to recent changes in secondary school curricula and to the needs of students entering the University today.

**iii. The proposal responds to student demand and the needs of other departments/units.**

Accelerated courses will increase the possibilities for cooperation between the Department of Modern Languages and Literatures and other units (for instance, the Ivey School of Business, which has recently instituted a language requirement for students in its Global Leadership program, and is requesting intensive one-semester language courses). Accelerated courses will offer more options to students in other departments where there is a language requirement. Last but not least, students in the Department's programs frequently express enthusiasm about the concept of accelerated language courses and tell the Faculty that they would have chosen to study the language in the accelerated format had it been offered, or that they would like to begin study of a further language in that format.

Nevertheless, it is worth pointing out that the Department expects a minority of students to choose "accelerated" courses. *All language courses will continue to be offered in the current full-year format*, and it is expected that most students will choose the full-year courses. However, for those who are highly motivated, who want to enter a program in the given language, whose schedule can only accommodate a one-term course, e.g., students preparing for an exchange program in the following semester, and/or who recognize the pedagogical benefits of more intensive language courses, the proposed format will offer a valuable option.

2. **Articulation Agreement: Graduates of the Business-Accounting Diploma Program at Fanshawe College seeking admission to Western's BACS (Finance and Administration) Program**

**Recommended:** That qualified graduates of the two-year Business-Accounting Diploma Program at Fanshawe College be granted admission to full-time study in Year Three of the Bachelor of Administrative and Commercial Studies (Finance and Administration) Program, as detailed in **Appendix 1**, effective September 1, 2002.

NEW CALENDAR COPY

**Admission for Graduates of the Two-Year Business-Accounting Diploma Program at Fanshawe College**

Students who have successfully completed a two-year Business-Accounting Diploma Program at Fanshawe College with a minimum overall average of 75% ("B" 3.0 GPA) calculated on all courses within the diploma program and with no grade less than "C", may apply for admission to full-time study in Year Three of the Bachelor of Administrative and Commercial Studies (Finance and Administration) Program. Please contact Western's Director of the BACS Program by May 1<sup>st</sup>.

**Background:**

The Faculty of Social Science at Western plans on entering into an articulation agreement with Fanshawe College in London, Ontario. It is anticipated that the agreement will attract top students to the BACS program, thus strengthening its academic credentials and reputation as well as meeting the needs of aspiring Certified General Accountants now enrolled at Fanshawe who wish to complete their accounting credits and to obtain a UWO degree.

Following the proposed procedure for articulation agreements approved at the last meeting of Senate, and contingent on approval by Senate, an articulation agreement will be signed by the appropriate signing officer of Fanshawe College, the Dean of Social Science (or designate), and the Vice-Provost and Registrar. The agreement is to be effective immediately upon signing and will be reviewed every two years.

3. **Faculty of Law**

3a **Deadlines for Requests for Relief**

**Recommended:** That the Deadlines for Requests for Relief be revised for students in the Faculty of Law, as highlighted below:

**Deadlines for Requests for Relief** (S.96-155, S.97-274, S.98-014, S.02-10)

Marks: A request for relief against a final grade in a course must be initiated with the instructor as soon as possible after a mark is issued. In the event that the instructor is not available to the student, or fails to act, or if the matter is not resolved satisfactorily with the instructor, a written request for relief must be submitted to the Chair of the department by the following dates:

January Marks: January 31st  
April/May Marks: June 30th  
Intersession: July 31st  
May/June Dentistry Marks: July 31st  
Summer Evening: August 31st  
Summer Day: September 15th  
Spring/Summer Mediated Learning Courses: October 15<sup>th</sup>

A request for relief against a decision of the Chair must be made to the Dean in writing not later than three weeks after the Chair's decision is issued. All relevant information and documentation must be provided to the Dean with the request for relief.

Program eligibility and progression: A request for relief against a decision concerning program eligibility must be made to the Chair of the department in writing by June 30th. A request against a decision of the Chair must be made to the Dean in writing within three weeks of the Chair's decision being issued. Students requesting a Dean's Waiver of Progression Requirements must do so in writing to the Dean of their Faculty by June 30th.

Other requests for relief: Requests for relief regarding Scholastic Offences and other matters not related to the normal completion of a course during a regular academic session (including requests for relief against grades in a Special Examination, satisfaction of "Incomplete" requirements, etc.), must be made in writing within three weeks of **the date of** a decision being issued.

Notes:

- 1) In the Medical Program, a request for relief against a mark must be initiated with the instructor within six weeks of the mark being approved by the appropriate administrative committee. All other requests for relief must be made within six weeks of the date of the decision giving rise to the request for relief. A request for relief to each successive level of appeal must be made within six weeks of the date of the decision at the prior level.
- 2) **In the Faculty of Law, a request for relief against a final grade in a course must be submitted to the Dean by March 1<sup>st</sup> for First Term Marks; by April 1<sup>st</sup> for January Term Marks; and, by June 30<sup>th</sup> for Spring Term Marks. All other applicable deadlines are as set out above.**
- 3) The deadline for an appeal to SRBA remains at six weeks after a decision has been issued by a student's Dean.

**Background:**

In the Faculty of Law, the regular winter term is divided into a January term and a February/March/April term. Hence the deadlines, as defined in the general policy statement, are out of sync with the Law program.

3b Revised Grading Policy

**Recommended:** That the grading policy in the Faculty of Law be revised to read as outlined below, effective September 1, 2002.

REVISED CALENDAR COPY  
(page 103 of Western Academic Calendar 2002)

**Evaluation**

Final grades are based on some combination of written examinations, mid-term tests, essays, group assignments, presentations, and class participation. A final examination may only count for more than 75% of a student's final grade if the student (i) has been given the option of a final examination worth 75% or less, and (ii) has declined that option. First year courses (with the exception of Foundations of Canadian Law, and Legal Research, Writing and Advocacy) run the full academic year, with mid-term

examinations held in December. The Faculty uses a system of blind marking, and students are issued examination numbers each term. These numbers are the only identification used by students on examination papers. They may also be used for other methods of evaluation.

**Grading Rules**

The class average in courses of 25 or fewer students must be a B or B+. The class average in courses of more than 25 students must be a B. The grading rules do not apply to independent research projects, or the courses entitled Appellate Advocacy Competition and Trial Advocacy Competition. These rules are subject to the discretion of the Faculty at any Faculty of Law grades meeting and an instructor may seek an exemption from these rules at any Faculty of Law grades meeting.

**Grades**

The Faculty of Law uses the following grade designations:

**Grade Scale**

Grades	Grade Meanings	Grade Point Scale	Numerical Equivalent
A+	Excellent	10	90 - 100%
A		9	85 - 89%
A-		8	80 - 84%
B+	Good	7	77 - 79%
B		6	73 - 76%
B-		5	70 - 72%
C+	Competent	4	67 - 69%
C		3	63 - 66%
C-		2	60 - 62%
D	Marginal Pass	1	50 - 59%
F	Fail	0	1 - 49%
PAS	Pass		
FAI	Fail		
AUD	Audit		
WDN	Withdrawn		
INC	Work is incomplete		

The “PAS” and “FAI” designations are used only in courses specifically identified as being graded on a pass/fail basis. These designations are also used for grades obtained on exchanges. A grade of “FAI” is treated the same as an “F” grade.

Students receive only a letter grade for each subject. The grade point values are used for calculation purposes only and are not disclosed to the student. The percentage equivalent in the grade scale is not used and is provided for information only.

Individual grades assigned by instructors remain provisional until they are approved by the Faculty in a grades meeting.

A student who has failed a course may be entitled to cure the failure and obtain credit for the course by writing a supplemental form of evaluation if the student meets the requirements set out below. Normally, a supplemental will take the form of an examination; however, it is within the instructor's discretion to select another comparable form of supplemental evaluation if the nature of the course requires it.

A student must obtain a minimum overall weighted average of C- to pass the year. A student who does not obtain the required minimum overall weighted average does not pass the year and is not entitled to write a supplemental examination.

A student who obtains more than one F in a year is not entitled to write a supplemental examination and fails the year.

Unless the grade was obtained because of the commission of an academic offence, a student who obtains an F in only one course and whose overall weighted average for the year (excluding the F) is C or higher is entitled to write a supplemental examination in the failed course.

A student must obtain a minimum of C on a supplemental examination to obtain credit for the course. If the student obtains a C or better on a supplemental examination, the original failed grade remains on the transcript, but with a notation that the course has been "passed by supplemental".

A first year student who is not entitled to write a supplemental examination or who does not pass the supplemental examination fails the year.

An upper year student who fails a compulsory course, but either is not entitled to write a supplemental examination or does not pass the supplemental examination, must repeat the course. An upper year student who fails an optional course, but either is not entitled to write a supplemental examination or does not pass the supplemental examination, may either retake the failed course or take a different course or courses in order to make up sufficient course credits to complete the year.

A student who has completed three academic years, but is required to retake a course or to take another course or courses to make up missed credits may do so in a fourth year.

A student who has an unexcused absence from an examination, or an unexcused failure to submit an assignment or complete a course component, will receive an F for the examination, assignment, or course component.

A student who is entitled to write a supplemental examination but does not do so, will receive an F for the examination and the course.

Supplemental examinations and special examinations (i.e., examinations given for medical or compassionate reasons) will generally be scheduled in June of each academic year.

Except as provided in these regulations, a student who passes the year may not repeat courses already taken in that year.

A student may not take a course for which there is a prerequisite if the grade obtained in the prerequisite was an F and the student did not obtain a grade of C or better on a supplemental examination in the course.

In appropriate circumstances the Faculty may pass a student who would otherwise fail.

A first year student who fails the year must withdraw from the Faculty of Law, unless the Faculty determines otherwise. An upper year student who fails the year, but who has not previously failed in law school may repeat the failed year. A student who fails any two years in law school must withdraw from the Faculty of Law

The Faculty will review the grades in all courses taken by a failing student. This review will include re-reading all of the student's examination papers to verify the accuracy of the marking process.

**Background:**

The Faculty reviewed the practices used in other law schools and decided that changes need to be made to raise the academic standards in the Faculty of Law to increase the integrity and value of the Western law degree, and to ensure that its grading system is similar to most other schools, thereby encouraging the fair and equal treatment of its graduates in comparison with others.

Under Evaluation, the Legal Theory course is replaced by Foundations of Canadian Law, and Legal Research, Writing and Advocacy, as the only exceptions to first year courses that run the full academic year with mid-term examinations held in December. All other changes to the sections on Evaluation and Grading Rules are editorial in nature.

The section on Grades as set out below has been replaced:

**Grades**

Individual courses are graded as follows:

A	—	Excellent
B	—	Good
C	—	Competent
F	—	Fail
PAS	—	Pass
FAI	—	Fail

The "A", "B" and "C" grades are further subdivided by the addition of a plus or minus sign (e.g., "A+", "A", "A-". The "Pass" or "Fail" designation is used only in courses specifically identified as being graded on a pass/fail basis. A grade of "FAI" (Fail) will be treated the same as an "F" grade in determining whether a student has failed. Individual grades assigned by instructors are provisional until they are approved by the Faculty in the final marks meeting in May. Students may not take a course for which there is a prerequisite if they have received an "F" in the prerequisite.

A student who receives an "F" in two or more courses in a particular year has failed the year and receives no credit for that year towards an LLB degree. The Faculty may pass in appropriate circumstances, a student who would otherwise be considered to fail.

First year students who fail must withdraw from the Faculty of Law, unless the Faculty determines otherwise. Upper year students who fail but who have not previously failed in law school may repeat their failed year. A student who fails any two years in the Faculty of Law must withdraw from the Law School. The Faculty will review the grades in all courses taken by a failing student. This review will include re-reading all of the student's examination papers to verify the accuracy of the marking process. Supplemental examinations are not permitted except in extraordinary circumstances. Students who pass the year may not repeat courses already taken, nor write supplemental examinations in which they received an "F".

3c Areas of Concentration in Law

**Recommended:** That Areas of Concentration in Business Law, Criminal Law, and Information and Technology Law, be introduced in the Faculty of Law, effective September 1, 2002, and

That a writing requirement be added to all Areas of Concentration in the Faculty of Law, effective September 1, 2002.

REVISED CALENDAR COPY

**AREAS OF CONCENTRATION**

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.

**BUSINESS LAW**

The area of concentration in Business Law is designed for students interested in business law. Its objective is to allow students to develop knowledge and expertise in business law and policy.

Students will normally declare their interest in the area of concentration in Business Law to the Director of the area of concentration before the commencement of second year. In order to receive the designation on his/her transcript, a student must inform the Director by the beginning of spring semester in third year of his/her intention to complete the program.

Students will be given no registration priority in respect of the courses in the area of concentration in Business Law and must bid sufficient points to gain entry into the appropriate classes.

There will be no limit on numbers eligible for the area of concentration in Business Law.

The topic of the Business Law Area of Concentration research paper must be pre-approved by *both* the Director of the area of concentration and the relevant course instructor/faculty supervisor.

**CRIMINAL LAW**

The area of concentration in Criminal Law is designed for students interested in the theory and practice of criminal law. It allows students to develop their knowledge of criminal law, criminal procedure, evidence, and sentencing and to develop practical skills in the handling of criminal case files.

Students are selected for the program on the basis of a written application to the Director of the area of concentration at the end of their first year of study. A student may withdraw at any time from this area of concentration. Students in the area of concentration in Criminal Law are guaranteed a place in the courses that make up the area of concentration. Subject to this limitation, any student may take any criminal law course offered by the Faculty.

**INFORMATION AND TECHNOLOGY LAW**

The area of concentration in Information and Technology Law is designed for students interested in information and technology issues. It allows students to develop knowledge and skills in the area.

In order to receive the designation "Area of Concentration: Information and Technology Law", a student must inform the Director of the area of concentration by the beginning of spring semester in third year of his/her intention to complete the program.

If the Information and Technology Law Area of Concentration research paper is done other than as part of a select group of courses, its topic must be pre-approved by both the Director of the area of concentration and the relevant course instructor/faculty supervisor.

**TAXATION**

The area of concentration in Taxation is available to students interested in income tax law and policy. Its objectives are to allow students to develop both their knowledge of tax law and policy, and the skills of statutory interpretation, tax planning, and research and writing.

Students who elect to enter the Area of Concentration in Taxation must make their choice official upon completion of the course in Income Taxation in the first term of second year. Thereafter students will be allowed to enter the Area of Concentration in Taxation only in exceptional circumstances. A student may withdraw at any time from this area of concentration.

**Background:**

The Area of Concentration: Taxation is already in place (page 104 of the 2002 Academic Calendar). The writing requirement will apply to all Areas of Concentration.

4. **Master of Music (MMus) in Music Theory to be renamed as the Master of Arts (MA) in Music Theory**

**Recommended:** That the Master of Music in Music Theory be renamed as the Master of Arts in Music Theory, effective immediately.

**Background:**

The graduate program in Music was reviewed by the Ontario Council on Graduate Studies in 1999-2000. As part of the review, the University requested that the Master of Music degree in Music Theory be renamed as a Master of Arts in Music Theory. This request was approved by OCGS, but the proposed name change was never brought to Senate for approval. Students graduating from the program in 2002 and beyond would receive the new designation.

5. **Dean's Honor List Policy**

**Recommended:** That effective September 1, 2002, the requirements for standing on the Dean's Honor List be revised to recognize both full and part time students for outstanding performance over a significant number of courses and to correct the information regarding the School of Dentistry and the Faculty of Engineering.

PROPOSED CALENDAR COPY  
(pages 22-23 of the 2002 Academic Calendar)

**The following statements apply to undergraduate students in the Faculties of Arts, Health Sciences (excluding professional programs), Information and Media Studies, Music, Science and Social Science, and at Brescia University College, Huron University College and King's College.**

Undergraduate students with outstanding academic records are named to the Dean's Honor List in May and August of each year.

1. In May of each year the Dean of each Faculty establishes an Honor List containing the names of all full time students registered in that Faculty who completed a **minimum of 4.0 courses** during the previous Fall/Winter Session (September-April) and earned an average for the session of 80% or more with no failed courses.
2. **Part time students may qualify for the list in May or August each time they accumulate a new set of at least 5.0 consecutive courses and earn an 80% average with no failed courses within that set.**
3. **Full or part time graduating students who attained Dean's Honor List standing at their last checkpoint and maintained a cumulative average of 80% on any courses taken from then until graduation will also be named to the Dean's Honor List upon graduation.**

Note: For any course completed on a Letter of Permission during the period, the mark must be 80%.

Concurrent Degree students who are registered **in the Fall/Winter session** in an approved program of full time studies leading to two undergraduate degrees will be adjudicated for the Dean's Honor List of each Faculty provided that at least 3.5 courses of the year's work have been approved for credit toward the particular degree. (Please also see the information below regarding Engineering.)

**The following statements apply to other undergraduate faculties and schools:**

- 1) For the Richard Ivey School of Business, students in the Honors Business Administration Program must complete a full year's work, as defined by the program, attain grades in the top 10% of the class or have a special recommendation of the Dean.
- 2) For the Faculty of Education, graduating students in the BEd/DipEd Program must achieve an overall minimum weighted average of 85% in order to qualify for inclusion on the Dean's Honor List.
- 3) For the Faculty of Engineering, to be named to the Dean's Honor List students in Engineering must complete **a minimum of five courses** within the academic year (i.e., **September - April**) and achieve a minimum average of 80% on all courses with no failed courses. **Students registered in a concurrent degree program will be adjudicated for the Dean's Honor List for Engineering based on all courses taken in the academic year (i.e., September - April) provided the student is registered in a minimum of five courses. In addition, an average of 80% must be achieved on all courses taken toward the BESC degree with no failed courses.**
- 4) For the Faculty of Law, students must complete a full year's work as defined by the program and be in the top 10% of the class to be named to the Dean's Honor List for that year.

Students in the combined LLB/MBA Program are considered for the Dean's Honor List at the Faculty of Law during their first year of Law and for the Dean's Honor List at the Business School during their first year of MBA courses. In each of the third and fourth years of the program, students are considered for the Dean's Honor List at the Faculty of Law on the basis of the courses taken at the Faculty of Law in each particular year. In the fourth year, students are also considered for the Dean's Honor List at the Business School on the basis of the Business courses taken during the last two years.

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. Students who attend the Faculty of Law on a letter of permission from another law school are not considered for the Dean's Honor List or an overall achievement award in that year.

- 5) For the Doctor of Medicine program, the honors grade adjusted by the course weight leads to a weighted honors score. A student who obtains a total weighted honors score in the top 10% of the class for all courses in each year of the MD program will be considered to have passed with Honors and shall be named to the Dean's Honor List.
- 6) **For the School of Dentistry, students must complete a full year's work as defined by the program and achieve an average of 80% or have a special recommendation of the Director.**

**Background:**

Before September 1999, students had to register full time and complete a full year's work (normally 5 courses) with an 80% average during the Fall/Winter Session to qualify for the Dean's Honor List in May. In September 1999, the policy was revised to allow students in most Faculties to qualify, regardless of the number of courses taken, if they earned an 80% average over a 12 month period ending in May each year. In the September 1999 version, the School of Dentistry's requirements were not correctly listed along with the exceptions.

The September 1999 version was designed to allow students in reduced or part time course loads to gain recognition for outstanding performance. Although the policy achieves that objective, it occasionally results in inequities between full and part time students and in some cases recognizes performance that would otherwise be deemed unsatisfactory. Although a part time student can earn Dean's Honor List standing for earning 80% on just one half course, a full time winter student who takes summer courses has to earn a cumulative 80% average over both sessions (up to eight courses) in order to qualify. In addition, a full time or part time student with a very poor record over several courses can earn 80% in a single half course in a summer session and technically be required to withdraw yet be on the Dean's List at the same time.

The proposed policy requires all students to earn outstanding grades over a significant number of courses thereby reducing the inequity and increasing the value of the designation. The proposed policy takes into account that most full time students complete 4-5 courses a year and that part time students complete 1-3 courses per session. The change will allow most students in any status to earn a place on the list approximately the same number of times during their university career. It also provides an opportunity for them to receive recognition in their graduating year. Retroactive consideration of grades will no longer be necessary for students who take summer courses but no winter courses. Finally, it corrects the information regarding the School of Dentistry and the Faculty of Engineering.

**NOTE: When the new progression requirements are implemented, Letters of Permission will be recorded as marks and included in the Dean's Honor List average calculations.**

6. **Admission Requirements: School of Kinesiology**

**Recommended:** That the Ontario secondary school admission requirements for entry into first year of Kinesiology in the Faculty of Health Sciences be revised for September 2003 to include OAC Biology as a required course (rather than recommended, as currently listed), and that the calendar copy be revised to read as follows:

PROPOSED CALENDAR COPY

(Current calendar copy for the following is on page 15-16, 2002 Academic Calendar)

**SUBJECT REQUIREMENTS**

**Kinesiology**

**Current Required**

OAC1 English

OAC Biology

**Current Recommended**

OSSD Grade 12 Mathematics (preferably at the Advanced level) or an OAC Mathematics

OSSD Grade 12 Advanced level or OAC Physics

**Note:** In preparation for the Bachelor of Science in Honors Kinesiology, OAC Calculus and OAC Algebra and Geometry are included in the prerequisites for first year university science courses, from which students select.

**New Required**

English, Gr. 12 U

Biology, Gr. 12 U

**New Recommended**

One Grade 12 U-Level Math

Physics, Gr. 12 U **or** Physics, Gr. 11 U

*All of the above are strongly recommended.*

(Current calendar copy for the following is on page 81, 2002 Academic Calendar)

**ADMISSION REQUIREMENTS TO FIRST YEAR**

**Three-Year and Four-Year Programs**

**Applicants Presenting the OSSD**

Six OAC credits including OAC1 English **and** OAC Biology are required

OSSD Grade 12 Mathematics (preferably at the Advanced level) or an OAC Mathematics; and OSSD Grade 12 Advanced level or OAC Physics are strongly recommended

**Note:** Students interested in the 4-year BSc (Honors Kinesiology) program must check **prerequisites at the OAC level** for first year Science courses. Some of the first year Science courses that students will select in preparation for second year of the BSc Honors Kinesiology program will require OAC calculus and OAC algebra and geometry.

**September 2003 - High School Applicants**

For the new Grade 12 requirements refer to the *Academic Information* section of the *Academic Calendar*.

**Background:**

Except for Western, all other Ontario universities offering degree programs in Kinesiology require at least one OAC science (or equivalent) for admission. Currently OAC Biology is strongly recommended for all UWO Kinesiology applicants, and all Kinesiology registrants must have completed either OAC Biology or UWO Biology 023 prior to the commencement of second year.

All BSc (Honors Kinesiology) students and a majority of BA (Honors Kinesiology) students take significant numbers of Kinesiology bio-science courses after first year and OAC/Grade 12 U Biology or its equivalent will better prepare students for these courses.

FOR INFORMATION

1. **Report on New Scholarships and Prizes**

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

**Special Needs Awards in Information & Media Studies (Faculties of Graduate Studies, Information & Media Studies)**

Awarded to full-time or part-time students with a physical or sensory disability who are registered in any graduate or undergraduate program in the Faculty of Information & Media Studies based on academic achievement (minimum 70% academic average). Applications will be made available in the Student Development Centre. The recipient will be selected by the Student Development Centre's Services for Students with Disabilities. This award was established by Mr. Lech Lee (MLIS '00).

Value: up to \$600 available, number of awards will vary annually  
Effective: May 2002-May 2005

**Wes Thompson Rural Summer Elective Awards (Faculty of Medicine & Dentistry, Medicine)**

Awarded to students enrolled in the Faculty of Medicine & Dentistry at The University of Western Ontario who have completed either their first or second year of undergraduate medical education. Students will submit applications to the Undergraduate Medical Education office by March 10<sup>th</sup>. Applications must include a letter indicating their interest in rural medicine. A committee consisting of the Director and Undergraduate Education Coordinator(s) from Southwestern Ontario Rural Medicine (SWORM) program will review the applications and select the award recipients. The Wes Thompson Rural Summer Elective Awards will be announced to the Year 1 and 2 classes in the School of Medicine in the Faculty of Medicine & Dentistry. Established through a generous donation from Mr. Wes Thompson Sr.

Value: 5 at \$2,550 (max.) awarded for a one-month elective in June, July, and August 2002

5 at \$2,550 (max.) awarded for a one-month elective in June, July, and August 2003

Effective: May 2002

**Labour Law Achievement Award (Faculty of Law)**

Awarded to a full-time student in the Faculty of Law based on academic achievement (minimum 70% academic average) in Labour Law, Employment Law or an advanced course area, who has made a significant contribution to the activities of the Labour Law Society. A two page application outlining achievement and efforts in labour and employment law is required, along with a letter of interest. Applications may be directed to the Associate Dean (Academic) in the Faculty of Law. The selection committee, comprised of two Labour Law Society members, the Faculty Advisor, the Associate Dean (Academic) and the Academic Coordinator, will select the recipient. This award was established from proceeds of the Labour and Employment Law Conference held at UWO each spring.

Value: \$1,000

Effective: May 2001

**Art Geddis Learning About Teaching Memorial Award (Faculty of Graduate Studies, Education)**

Awarded to a student pursuing a graduate degree at the Faculty of Education who has displayed strong skills and abilities, as well as academic excellence (minimum 78% academic average). The applicant must have completed at least one year of the Masters or Doctoral program, have teaching experience at the Elementary or Secondary level (preference being given to a minimum of five years teaching experience), be focused on the area of reflective practice (preferably in Science or Mathematics), and have experience using qualitative research methodology. A 500-word essay must be submitted by April 15 to the Art Geddis Award Committee in the Faculty of Education, comprised of Faculty of Education members, with at least one representative who is a member of the Faculty of Graduate Studies. The essay should describe why the applicant thinks he or she should receive the award. Should the committee determine that none of the candidates meet the criteria, the award may not be given in that year. This award was established through Foundation Western by generous contributions from faculty, staff, students, family and friends in memory of Arthur N. Geddis, Professor Emeritus in the Faculty of Education.

Value: \$300

Effective: May 2002

**Kevin Butler Scholarship (Any Undergraduate Faculty)**

Awarded to a full-time student entering first year based on academic achievement (80% academic average based on high school marks). The scholarship will continue in year 2, 3 and 4 provided that the recipient maintains an 80% academic average. If the recipient fails to retain the scholarship, a new student from the same year will be selected. This award was established by Mr. Kevin Butler (BA '87).

Value: \$1,000 in each of the four years

Effective: May 2002-May 2005

2. **Policy on English Language Proficiency for Admission** (S.02-037)

The motion put forward at the February 15 Senate meeting has been postponed indefinitely pending further review by SCAPA.

3. **BHSc and MIT Programs with a Minor in Linguistics**

Effective January 1, 2002, the Deans: Academic Programs (DAP) “virtual committee” approved that any honors or general Bachelor of Health Sciences degree program may be combined with a minor in Linguistics. In October 2001, DAP approved the addition of the MIT program in the Faculty of Information and Media Studies to the original proposal. The original proposal, approved by Senate for implementation in September 2000, was for the introduction of the following inter-faculty programs in Linguistics in the Faculties of Arts and Social Science: Combined Honors Program in Linguistics, Honors Linguistics and Psychology Program, and a Minor in Linguistics.

**MINOR IN LINGUISTICS**

Linguistics may have the status of a Minor field of study for students registered in a three or four year general or honors program in: the Faculty of Arts; the Faculty of Social Science; Media, Information and Technoculture programs in the Faculty of Information and Media Studies; and Bachelor of Health Science programs in the Faculty of Health Sciences.

For current calendar copy, see page 97 of the 2002 Academic Calendar. Additional editorial changes to the calendar were approved by DAP.