



FOR RECOMMENDATION

PUBLIC

OPEN SESSION

TO: UTSC Academic Affairs Committee

SPONSOR: Prof. William Gough, Vice-Principal Academic and Dean
CONTACT INFO: 416-208-7027, vpdean@utsc.utoronto.ca

PRESENTER: Prof. Mark Schmuckler, Vice-Dean Undergraduate
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DATE: April 21, 2020 for April 28, 2020

AGENDA ITEM: 5

ITEM IDENTIFICATION:

Proposal to clarify existing degree requirements, and also to make changes to the assessment of the 12.0 distinct credits rule.

JURISDICTIONAL INFORMATION:

University of Toronto Scarborough Academic Affairs Committee (AAC) “is concerned with matters affecting the teaching, learning and research functions of the Campus” (*AAC Terms of Reference, Section 4*). Under section 5.1 of its terms of reference, the Committee is responsible for “*Academic regulations;*” and under section 5.5 of its terms of reference: “*Amendments to Campus academic regulations that will have a major impact on the entire Campus or that would require an exception to some element of University-wide policy*” require the approval of AP&P.

GOVERNANCE PATH:

1. **UTSC Academic Affairs Committee [For Recommendation] (April 28, 2020)**
2. Committee on Academic Policy and Programs [for Approval] (May 6, 2020)

PREVIOUS ACTION TAKEN:

No previous action in governance has been taken on this item.

HIGHLIGHTS:

The Office of the Vice-Principal Academic and Dean, and Office of the Registrar at the University of Toronto Scarborough are proposing changes to the UTSC degree requirements to clarify the existing requirements, and also to make changes to the assessment of the 12.0 distinct credits rule in the HBA/HBSc degrees.

The changes are as follows:

1. Remind students that they are permitted to graduate with a maximum of 3 certified programs.

This change reinforces section 6B.6 of the academic regulations.

2. Clarify for students that, while they must complete a minimum of one Specialist, two Major, or one Major and two Minor programs, they can complete additional programs, subject to the restriction that students are permitted to graduate with a maximum of 3 certified programs.

This change clarifies that students can complete programs in addition to one Specialist, or two Majors, or one Major and two Minors, with the understanding that a maximum of three programs can be certified.

3. For the HBA/HBSc degrees, revise proviso 3 of the existing degree requirements to:
 - (a) correct an error in language – currently the proviso refers to the combination of programs used to meet the “program” requirements, but this should say **degree** requirements; and
 - (b) amend the 12.0 distinct credits rule to allow students who complete the combination of two Majors and a Minor program to calculate the 12.0 credits from across all three programs.

The goal of the 12.0 distinct credits rule is to limit the double-counting of courses, and in this way to support disciplinary integrity. The rule is not intended to function as an obstacle for students seeking to complete a program that is in addition to the minimums required for degree completion.

The proposed change to the 12.0 distinct credits rule will benefit students since it makes it possible for those who undertake the completion of two Majors and a Minor to calculate the 12.0 distinct credits across all three programs, and to have all three programs certified.

4. For the BBA degree, to remove proviso 3 (Ensure any combination of programs used to meet the program requirement include at least 12.0

different full credits) of the existing degree requirements.

This proviso is relevant only to situations in which students are completing the program requirement component of their degree requirements using the combination of either two Major programs, or one Major and two Minor programs. Since students completing a BBA degree must complete one of the Specialist programs in Management or Economics for Management Studies, this proviso does not apply.

5. For the BBA degree, to revise the CGPA requirement to complete the degree from 1.85 to 2.0.

It states clearly in all BBA programs that students are required to maintain a minimum CPGA of 2.0 to remain in the program; if the CGPA falls below 2.0, students are removed from the program. The proposed changes are intended to ensure the the BBA degree requirements are transparent.

Consultation:

There has been wide consultation at UTSC regarding the proposal. The Dean's Group, and the Chairs and Academic Directors were given an earlier version of the proposal; feedback from the Department of Management was incorporated into the document. The revised proposal was shared with the Academic Advising and Career Centre, AccessAbility Services, Arts & Sciences Co-op, and Management Co-op; feedback from the Academic Advising and Career Centre was incorporated into this proposal, and no other concerns were raised. The revised proposal was shared with the Scarborough Campus Students' Union; they signaled their endorsement.

There has also been consultation with the wider university, including with the Faculty of Arts and Science, the University of Toronto Mississauga, and the Daniels Faculty of Architecture, Landscape and Design; no concerns were raised.

Finally, the proposal has been reviewed by the Provost's Office, and all feedback has been incorporated into this proposal.

FINANCIAL IMPLICATIONS:

There are no net implications to the campus operating budget.

RECOMMENDATION:

Be It Recommended,

THAT the changes to the HBA, HBSc and BBA degree requirements described in the proposal dated April 13, 2020 and recommended by the Vice-Principal Academic and Dean, Professor William Gough, be approved to be effective as of Fall 2020 for the 2020-21 academic year.

DOCUMENTATION PROVIDED:

1. Proposal to clarify existing degree requirements, and also to make changes to the assessment of the 12.0 distinct credits rule, dated April 13, 2020.

2020-21 Curriculum Cycle

Clarification of Existing Degree Requirements and Changes to Degree Assessment Practice

April 13, 2020

Proposed Change	Clarification of existing HBA, HBSc, and BBA degree requirements; and changes to the assessment of 12.0 distinct credits in the HBA and HBSc
Division	University of Toronto Scarborough (UTSC)
Proponents	Office of the Vice-Principal Academic and Dean Office of the Registrar
Contact	Annette Knott, Academic Programs Officer; aknott@utsc.utoronto.ca Naureen Nizam, Associate Registrar and Director of Systems and Operations; naureen.nizam@utoronto.ca
Effective Date	Fall 2020, for the 2020-21 academic year

Summary

This is a proposal to amend the UTSC Degree Requirements for the Honours Bachelor of Arts (HBA)/Honours Bachelor of Science (HBSc) and Bachelor of Business Administration (BBA) as follows:

1. Remind students that they are permitted to graduate with a maximum of 3 certified programs;
2. Clarify for students that, while they must complete a minimum of one Specialist, two Major, or one Major and two Minor programs, they can complete additional programs, subject to the restriction described in item 1, above;
3. For the HBA/HBSc degrees, revise proviso 3 of the existing degree requirements to:
 - (a) correct an error in language – currently the proviso refers to the combination of programs used to meet the “program” requirements, but this should say **degree** requirements; and
 - (b) amend the 12.0 distinct credits rule to allow students who complete the combination of two Majors and a Minor program to calculate the 12.0 credits from across all three programs;
4. For the BBA degree, to remove proviso 3 (Ensure any combination of programs used to meet the program requirement include at least 12.0 different full credits) of the existing degree requirements; and
5. For the BBA degree, to revise the CGPA requirement to complete the degree from 1.85 to 2.0.

Calendar copy showing all changes

Section 6A.2 Degree Requirements

The following requirements apply to all degree students who first enrolled as UTSC degree students in the 2013 Summer Session or in a subsequent session.

Honours Bachelor of Arts (HBA) and Honours Bachelor of Science (HBSc):

To qualify for the degree, students must:

1. Pass a minimum of 20.0 credits:
 - Of the 20.0 credits, at least 6.0 credits must be at the C- and/or D-level, with at least 1.0 credit at the D-level:
 - Of the 20.0 credits, at least 0.5 credit must come from each of the following five breadth categories (breadth categories are identified in course descriptions):
 - Arts, Literature & Language
 - History, Philosophy & Cultural Studies
 - Social & Behavioural Sciences
 - Natural Sciences
 - Quantitative Reasoning
2. Complete a program or programs as below (only programs offered by UTSC may be used to fulfill degree requirements, **and students are permitted to graduate with a maximum of three certified programs**):
 - **At least** ~~One~~ Specialist program; or
 - **At least** ~~Two~~ Major programs; or
 - **At least** ~~One~~ Major program and two Minor offerings.
3. Ensure the combinations of programs used to meet the **degree program** requirement include a **minimum of 12.0 different credits**.*
4. Earn a cumulative grade point average of at least 1.85**. A student whose cumulative grade point average (CGPA) is at least 1.60, but less than 1.85, may request to graduate with a BA or BSc.

Notes:

*Some combinations of programs are not possible due to the similarity in course requirements. Students **with questions or concerns** are advised to consult the Academic Advising & Career Centre to ensure they complete a minimum of 12.0 different credits. **In the event that a student completes two certified Major programs and an additional certified Major or Minor, the 12.0 distinct credits may be taken from any of these certified programs.**

**The CGPA requirement to complete certain programs is higher than 1.85. For details see the individual program descriptions.

The type of degree students receive, whether HBA or HBSc, will be determined by the Specialist or Major program completed. For example:

- Students completing a Specialist BA program will receive an HBA degree;
- Students completing a Specialist BSc program will receive an HBSc degree;
- Students completing a Major BA program, in conjunction with any combination of two Minor programs, will receive an HBA degree;

- Students completing a Major BSc program, in conjunction with any combination of two Minor programs, will receive a HBSc degree;
- Students completing a Major BA program and a Major BSc program may choose either the HBA or HBSc degree.

Bachelor of Business Administration (BBA):

To qualify for the degree, students must:

1. Pass a minimum of 20.0 credits.
 - Of the 20.0 credits, at least 6.0 credits must be at the C- and/or D-level, with at least 1.0 credit at the D-level.
 - Of the 20.0 credits, at least 0.5 credit must come from each of the following five breadth categories (breadth categories are identified in course descriptions):
 - Arts, Literature & Language
 - History, Philosophy & Cultural Studies
 - Social & Behavioural Sciences
 - Natural Sciences
 - Quantitative Reasoning
 2. Programs: complete one of the Specialist programs in Management, or the Specialist in Economics for Management Studies (only programs offered by UTSC may be used to fulfill degree requirements).
 - ~~3. Ensure any combination of programs used to meet the program requirement include at least 12.0 different full credits.~~
 4. Earn a cumulative grade point average of at least **2.0** ~~1.85~~**.
- ****Note:** the CGPA requirement to complete certain programs is higher than **2.0** ~~1.85~~. For details see the individual program descriptions.

Rationale

Changes to the HBA/HBSc:

<p><i>Complete a program or programs as below (only programs offered by UTSC may be used to fulfill degree requirements, and students are permitted to graduate with a maximum of three certified programs):</i></p> <p>This change reinforces section 6B.6 of the academic regulations, which states that: “Students may register in no more than three programs at any one time, and may receive certification of completion of no more than three programs (including no more than two Majors and/or Specialists).”</p>
<p><i>Complete a program or programs as below</i></p> <ul style="list-style-type: none"> • <i>At least 0 one Specialist program; or</i> • <i>At least 1 two Major programs; or</i> • <i>At least 0 one Major program and two Minor offerings.</i> <p>This change clarifies that students can complete programs in addition to one Specialist, or two</p>

Majors, or one Major and two Minors, with the understanding that a maximum of three programs can be certified. With this change, students will understand that other programs combinations are possible, including, but not limited to:

- One Specialist and one Minor
- One Specialist and two Minors
- Two Majors and one Minor

Ensure the combinations of programs used to meet the **degree program** requirement include **a minimum of 12.0 different credits.***

This change corrects an error in the Calendar.

Some combinations of programs are not possible due to the similarity in course requirements. Students **with questions or concerns are advised to consult the Academic Advising & Career Centre to ensure they complete a minimum of 12.0 different credits. **In the event that a student completes two certified Major programs and an additional certified Major or Minor, the 12.0 distinct credits may be taken from any of these certified programs.***

Under the existing UTSC degree requirements, students working towards an HBA/HBSc must complete one of the following programs/program combinations:

- One Specialist program, or
- Two Major programs, or
- One Major program and Two Minor offerings

In addition, proviso 3 of the HBA/HBSc degree requirements states that students must:

Ensure the combinations of programs used to meet the program requirement include **a minimum of 12.0 different credits.***

**Some combinations of programs are not possible due to the similarity in course requirements. Students are advised to consult the Academic Advising & Career Centre to ensure they complete a minimum of 12.0 different credits.*

The overarching purpose of the UTSC HBA/HBSc degree requirements is to ensure that, upon completion of the degree, students have achieved appropriate breadth and depth of knowledge, which is achieved through the completion of 20.0 credits, including: at least 6.0 credits at the C- or D-level with at least 1.0 credit at the D-level; the completion of a Specialist program, or a combination of Major and Minor programs; the completion of breadth requirements; and the achievement of a minimum CGPA of 1.85.

The goal of the 12.0 distinct credits rule is to limit the double-counting of courses, and in this way to support disciplinary integrity. The rule is not intended to function as an obstacle for students seeking to complete a program that is in addition to the minimums required for degree completion.

Currently, Degree Explorer assesses the 12.0 distinct credits across only two types of program combinations: (1) two Majors; or (2) one Major and two Minors, as per the minimum requirement for graduation. Students who are completing two Majors and one Minor must still meet the 12.0 distinct credit requirement, but Degree Explorer assesses this requirement only across the two Majors. This reality creates space for a scenario under which students in their final year of study, who are completing two Majors and one Minor, are not on track to complete the 12.0 distinct credits across

the two Majors, but would complete this requirement were the Minor included. Under these circumstances, these students could be advised:

- To contact the academic unit(s) offering the two Majors to see if other courses can be used for the programs in order to complete the 12.0 distinct credit requirement; and
- If the academic units are unable to use other courses to complete this requirement, to drop one of the two Majors down to a Minor, thereby completing the 12.0 distinct credit requirement across the original Major, the original Minor, and a Minor that was previously a Major.

The proposed change to the 12.0 distinct credits rule will benefit students since it makes it possible for those who undertake the completion of two Majors and a Minor to calculate the 12.0 distinct credits across all three programs, and to have all three programs certified. A student should **not** be asked to change program enrolment of two Majors and one Minor to one Major and two Minors merely to facilitate completion of a degree requirement that could be met by using courses from the additional Minor program.

Changes to the BBA:

2. Programs: complete one of the Specialist programs in Management, or the Specialist in Economics for Management Studies (only programs offered by UTSC may be used to fulfill degree requirements).

Corrects a typo in the Calendar.

3. ~~Ensure any combination of programs used to meet the program requirement include at least 12.0 different full credits.~~

This proviso is relevant only to situations in which students are completing the program requirement component of their degree requirements using the combination of either two Major programs, or one Major and two Minor programs. Since students completing a BBA degree must complete one of the Specialist programs in Management or Economics for Management Studies, this proviso does not apply and should be removed from the degree requirements.

*4. Earn a cumulative grade point average of at least 2.0 ~~1.85~~**.*

****Note:** the CGPA requirement to complete certain programs is higher than 2.0 ~~1.85~~. For details see the individual program descriptions.

It states clearly in all BBA programs that students are required to maintain a minimum CPGA of 2.0 to remain in the program; if the CGPA falls below 2.0, students are removed from the program. The proposed changes are intended to ensure the the BBA degree requirements are transparent.

Consultation

This proposal is a joint submission from the Office of the Vice-Principal Academic and Dean and the Office of the Registrar; there has been close consultation between the two offices. There has been wide consultation at UTSC regarding the proposal. The Dean's Group, and the Chairs and Academic Directors were given an earlier version of the proposal; feedback from the Department of Management was incorporated into the document. The revised proposal was shared with the Academic Advising and

Career Centre, AccessAbility Services, Arts & Sciences Co-op, and Management Co-op; feedback from the Academic Advising and Career Centre was incorporated into this proposal, and no other concerns were raised. The revised proposal was also shared with the Scarborough Campus Students' Union; they signaled their endorsement.

There has also been consultation with the wider university, including with the Faculty of Arts and Science, the University of Toronto Mississauga, and the Daniels Faculty of Architecture, Landscape and Design; no concerns were raised.

Finally, the proposal has been reviewed by the Provost's Office, and all feedback has been incorporated into this proposal.