	University Senate
	May 9, 2014
	University Senate
	University Senate
	November 16, 2012, May 9, 2014

Second Friday in January	Section drafts are sent to the departments for a final check for errors.
End of January	Calendar is sent to the printer. An electronic version of Academic Calendar is posted on the Saint Mary's University website.
End of February	Calendar is received from the printer.

Submissions fall into 4 categories:
1. New course proposals
2. Changes to existing courses
3. Changes to programs (for example: majors, honors, concentrations or minors)
4. Editorial changes

1

Proposal should begin with a proposed Calendar entry including title, prerequisites, description and number of lab/lecture/seminar hours per week. The proposal should include an estimate of expected enrolment and explanation of how the course will be staffed (e.g., drop an existing course, or course offered every xx years in rotation with yy). Additional commentary may be added if appropriate. If the course uses special technology, there should be assurance that it is available. This also pertains to any lab requirements, including computer labs. In the case of special IT resources, ITSS approval is required.

	HIST 3521
	3 credit hours
	History of Halifax – pre-1900
	6 credit hours of HIST
	(Limit 50 words) Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum
	N/A
	Credit will not be given for HIST 3521 if credit has already been received for HIST 3520.
	40
	Staffing: This course replaces HIST 3520 and as such there will be no net increase in staffing required. The course will be offered in alternating academic years. There are both full and part time faculty qualified to teach the course. Library: see Librarian approval below. Technology: The course does not require any special technology in

	addition to normal support (CourseTools/Blackboard, data projector,…). Labs: not applicable
[illegible]	This course involves field study during the period: _____ in the following location(s):_____.
[illegible]	Include: contribution to program, learning outcomes,
[illegible]	methodological approaches, rationale for the course and any other relevant information, etc.

course will examine…" should be rephrased as "Students will examine.." or "The course is an examination of…" As course descriptions are used by other institutions on transfer credit decisions, sufficient detail on topics covered should be included. Material that may change with a change of instructor (e.g., pedagogical approach) should be avoided.

Lab/Tutorial Hours The number of hours per week should be listed for any required labs or tutorials.

Notes Notes are listed in the Academic Calendar with the course description. They are not required and should only be used sparingly.

Enrolment Plan An estimate of the expected number of students should be provided.

Resources A brief explanation of teaching, technology and space resources should be included. An assessment of Library resources must be completed by the Librarian, and submitted with the course proposal to the Department and Faculty. It does not need to be included in the submission to the Curriculum Committee. If the course requires special facilities or technical resources (including regularly scheduled sessions in a computer lab), then there must be assurance that adequate resources exist.

Cross-

[redacted]

[redacted]

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SOCI 2365 Data Analysis HLTH 3419 Principles of Epidemiology for Public Health **b** ~~Twelve (12)~~ credit hours in HLTH at the 3000 level **c** Six (6) credit hours in HLTH at the 4000 level. **d** Six (6) credit hours in the social sciences at the 3000 level or above.	HLTH 3419 Principles of Epidemiology for Public Health HLTH 3610 Environmental and Occupational Health HLTH 3630 Disease Prevention and Control **b** Nine (9) credit hours in HLTH at the 3000 level **c** Six (6) credit hours in HLTH at the 4000 level. **d** Six (6) credit hours in the social sciences at the 3000 level or above.
[illegible] : The proposed changes are in response to the recommendations of the external review of the Health Studies program. New course proposals for HLTH 3610 and 3630 have been submitted separately.	

4 [illegible]

It is strongly recommended that departments follow the template designed by the Curriculum Committee. Editorial changes that conform to this template do not require the review of the Curriculum Committee unless requested by the Registrar. The template is as follows:

[illegible]

Chairperson, Professor: J. Smith
Associate Professors: D. Bumstead, M. Dithers
Assistant Professors: C. Brown, L. VanPelt
Lecturer: C. Robin
Adjunct Professor: J. Doe

Department website:
www.smu.ca/academic/health

[illegible]
The Department of Health Studies Lorem ipsum dolor sit amet, consectetur adipisicing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.

Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum

Students have the opportunity to complete a co-op option with the Health Studies major. Requirements for co-op are described in section 3 of this Calendar.

A Master of Science in Health Studies is offered. Consult the Graduate Calendar for details.

[illegible]

For admission to the major in Health Studies program, students must have completed SOCI 1210, SOCI 1211 and six (6) additional credit hours in social sciences with a minimum grade of C is each course.

To major in Health Studies, students must complete forty-two **(4** credit hours as follows:

a HLTH 2001 Intro to the Health Care System in Canada
HLTH 2002 Issues in Public Health
HLTH 2301 Research Methods in Health Policy
SOCI 2100 Social Research Methods
HLTH 3419 Principles of Epidemiology for Public Health
HLTH 3610 Environmental and Occupational Health
HLTH 3630 Disease Preventiocs ig7.5(Pr35Tf-1.s 0 0 1 scnl)5256

Year 1:

ENGL 1205 Introduction to Literature
9 credit hours of introductory courses in the following humanities (except PHIL 1200): Classics; History; Religious Studies; Modern Languages courses on literature and culture (a maximum of 6 credit hours can be counted from any one area).
SOCI 1210 Introductory Sociology with a minimum grade of C.
SOCI 1211 Critical Issues in Social Analysis with a minimum grade of C.
Six (6) credit hours from another social science with a minimum grade of C.
Six (6) credit hours of from one or two of the following: PHIL 1200 Critical Thinking, Mathematics, a language other than English, or a natural science other than Psychology.

Year 2:

HLTH 2001 Intro to the Health Care System in Canada
HLTH 2002 Issues in Public Health
HLTH 2301 Research Methods in Health Policy
SOCI 2100 Social Research Methods
Six (6) credit hours in the social sciences at the 3000 level or above
Six(6) credit hours in Arts at the 2000 level or above
Six (6) credit hours of electives

Year 3:

HLTH 3419 Principles of Epidemiology for Public Health
HLTH 3610 Environmental and Occupational Health
HLTH 3630 Disease Prevention and Control
Three credit hours in HLTH at the 3000 level or above
Six (6) credit hours in the social sciences at the 3000 level or above.
Six (6) credit hours in Arts at the 2000 level or above
Six (6) credit hours of electives

Year 4:

Six (6) credit hours in HLTH at the 3000 level or above.
.Six (6) credit hours in HLTH at the 4000 level.
Six (6) credit hours in Arts at the 2000 level or above
Six (6) credit hours of Arts electives at any level
Six (6) credit hours of electives

[illegible]

This is a selective program. Applicants for admission must:

have completed at least 60 credit hours;
have a cumulative GPA of at least 3.00;
have completed SOCI 1210, SOCI 1211, ECON 1201, and ECON 1202 with a minimum grade of C in each course.

As in the major, students m
For honours in Health Studies, students must complete sixty (60) credit hours as follows:

a The forty-two (42) credit hours required for the Major (see above).

b Three (3) additional credit hours in HLTH at the 3000 level or above.

d HLTH 4499 Honours Thesis (six (6) credit hours)

To graduate, students must maintain a degree GPA of 3.00.

[illegible]

Students in a ninety (90) credit hour B.A. program with a concentration in HLTH are required to complete twenty-four (24) HLTH credit hours with a minimum grade point average of 2.00.

[illegible]

Students may obtain a Minor in Health Studies upon completion of twenty-four (24) HLTH credit hours with a grade point average of 2.00.

[illegible]

[illegible]

Prerequisite SOCI 1211~~(2)~~
3 credit hours

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[illegible]

Prerequisite SOCI 1211
3 credit hours

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[illegible]

Prerequisite SOCI 1211
3 credit hours

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The above template has several principle elements:

Faculty listing

The Calendar is not a recruitment brochure, nor a comprehensive description of the university. Its primary purpose is to describe the requirements for degrees/programs and the courses that may be used to satisfy these requirements. As such, the Mission should be a brief statement concerning the discipline.

1.0	November 16, 2012	Senate Curriculum Committee	Document creation.
1.1	May 9, 2014	Senate Curriculum Committee	Section 1 – New Course Proposal Form Revisions.