

Minor Program Adjustment

Faculty: Science	Date: January 5, 2017
Program: Co-operative Education	
Undergraduate: <input checked="" type="checkbox"/>	Graduate: <input type="checkbox"/>

Minor Program Adjustments include: New required courses, Deletion of required courses, Other changes to degree requirements or program learning outcomes, New academic requirements or changes to existing requirements.

Motion to CPRC or GSC: That CPRC approve the new calendar description for the Faculty of Science Co-operative Education Program.

Proposal Brief

Summary of the proposed change

The proposed changes to the Faculty of Science's Co-operative Education calendar description are intended to improve clarity and reduce ambiguity. Most of the actual changes focus on reorganizing and reformatting the description to separate the different aspects of the program –benefits, application procedures and work term requirements. A program map, that in practice was rarely followed, was also removed. Finally, an ambiguity regarding when the cGPA required for co-operative education is assessed was clarified by stating that a minimum of 2.70 (B-) is required at time of application.

Description of the ways in which the proposed change will enhance the program and/or opportunities for students

The goal of the revisions is to improve and clarify both the application procedure and the work term requirements.

Process of consultation with other units if the change(s) involves students, staff, and/or faculty from other programs or courses

The new calendar description was developed by a Faculty of Science ad-hoc committee consisting of Jeremy Bradbury (FSCI faculty), Shelly Windsor (FSCI Academic Advisor), Tracy James-Hockin (Co-op Coordinator, Career Centre) and John Easton (original developer of the Co-operative Education program). The Faculty of Science Dean's Office and Co-operative Education Committee were also consulted.

Analysis of financial and enrolment implications

There are no financial implications.

Proposed Implementation Date

September 2017.

Transition Plan

A transition plan is not required because the changes are clarifications not program modifications.

Calendar Copy and/or Program Maps (highlight revisions to existing curriculum)

See attached.

APPROVAL DATES

Curriculum Committee approval	November 25, 2016
Faculty Council approval	December 14, 2016
CPRC Approval	
Submission to Academic Council	

Original Calendar Entry

Co-operative education and experiential learning

The Faculty of Science offers an optional co-operative education program to students in Applied and Industrial Mathematics, Biological Science, Chemistry, Computer Science, Physics, and the Management options. Eligible students in the Forensic Science program have the opportunity for academically-related work experience in a fourth year Thesis Project under the supervision of a faculty member or with a forensic professional in an external forensic agency.

As defined by the Canadian Association for Co-operative Education (CAFCE), co-operative education is a program that formally integrates a student's academic studies with paid, career-related work experience with participating employers. Co-operative education provides many benefits to students including the opportunity to gain valuable practical experience, to earn competitive salaries that partially offset the cost of their education, to help clarify career objectives, and to develop valuable networking that will enhance opportunities for full-time employment upon graduation. Studies have shown that students in the same academic program who graduate from a co-operative education stream have lower debt loads and are employed faster and with higher starting salaries than those who graduate from the regular stream.

Interested students may apply to the Faculty of Science co-operative education program as early as the Fall of Year 2. Applicants are accepted based on their cumulative grade point average (minimum cGPA of 2.70 (B-) required), their academic standing, and having no record of misconduct. While the Faculty of Science cannot guarantee a co-op placement, assistance, advice and counselling is provided to all students in co-operative education.

Beginning after Year 2 of their academic program, eligible students have the opportunity to integrate their academic studies with up to 20 months of relevant experience. Traditionally, the distribution of academic and co-op work terms have adhered to the pattern outlined below. However, alternative patterns of academic terms and co-op terms may be approved by an advisor, provided the pattern still meets the CAFCE criteria for co-operative education and is acceptable to the employer and the student.

The schedule of study terms and co-op work terms is as follows:

	Year 1	Year 2	Year 3	Year 4	Year 5
Fall semester	Study Term 1	Study Term 3	Study Term 5	Work Term 4	Study Term 7
Winter semester	Study Term 2	Study Term 4	Work Term 2	Study Term 6	Study Term 8
Spring/Summer semester		Work Term 1	Work Term 3	Work Term 5	

Students will be required to attend mandatory co-op pre-program workshops prior to attending their placement for the first time. Each co-op work term is assessed by a faculty advisor on the basis of the student's work term report and an employer valuation. Co-op work terms are graded on a pass/fail basis. Please note that four work terms are required in order to satisfy the co-op degree requirements.

Students will have opportunities to undertake research inside or outside the university. Please consult science.uoit.ca for details.

**Please note the co-op specific program maps for each major are also being removed from the Calendar as noted in the proposal. The entry below will replace the multiple co-op Calendar entries.*

New Calendar Entry

Co-operative Education in the Faculty of Science

The Faculty of Science offers the opportunity for eligible students to receive a co-operative education designation on their degrees in the following fields of study:

- Applied and Industrial Mathematics
- Biological Science
- Chemistry
- Computer Science
- Physics

The co-operative education offered in the Faculty of Science has been designed to conform to the Canadian Association for Co-operative Education (CAFCE) guidelines.

Benefits of Co-operative Education

Co-operative education provides many benefits to students including the opportunity to:

- gain valuable practical experience,
- earn competitive salaries that partially offset the cost of their education
- to help clarify career objectives, and to develop valuable networking that will enhance opportunities for full-time employment upon graduation.

Studies have shown that students in the same academic program who graduate from a cooperative education stream have lower debt loads and are employed faster and with higher starting salaries than those who graduate from the regular stream.

Applying to Co-operative Education

Students normally apply to the Co-operative Education program as early as the fall of Year 2 and are accepted based on:

- a minimum cumulative grade point average of 2.70 (B-) at time of application
- clear academic standing and
- no record of misconduct

Information on the application process is available from the **Co-op Coordinator**.

Work Terms in Co-operative Education

Co-operative education placements normally start in the summer after Year 2 and must be completed prior to the final term of study. A co-operative education placement can vary in length from 4 to 16 months (one to four work terms). Students that successfully complete between three and five Co-op work terms (inclusive) are eligible to receive the Co-operative Education designation on their BSc degree. All completed co-op work terms appear on a student's academic transcript. While the Faculty of Science cannot guarantee a co-op placement, assistance, advice and counselling are provided to all students enrolled in the Co-operative Education program by the **Co-op Coordinator**. Students must have their preferred schedule of work terms approved by **Science Advising** to ensure it is compatible with the scheduling of required courses in their field of study.