Internship program

*2019-2020 - UG - Minor Program Adjustment

Hamas for the	
Home faculty*	Faculty of Business and Information Technology
Summary of	
proposed changes*	We are making a few changes to the capstone/internship program to improve the student experience and better resource allocation to the program.
	The current CGPA requirement for the internship program created confusion
	among students and staff members, moreover, it built a perception that
	capstone program is for weak students (since there is no minimum CGPA
	requirement for capstone). The proposed changes provide consistency and
	equal opportunity for students to align both capstone and internship programs with 2. 3 CGPA requirement.
	An error was found in the existing course description-The internship program placement should equate to a minimum of 560 hours of
	progressive business and management experience. Not the 280 hours as currently stated.
Is a new course	
associated with	
this proposal?*	● No
e you modifying a pathways	O Yes
program?*	● No
Effective semester*	Spring/Summer 2019
e you attaching	
any supporting documents?*	○ Yes ○ No
Program inf	ormation
Program or shared core	Internship program
name*	

Degree type

Program or shared core description

This program offers students who have successfully completed two years of study, including having achieved a cumulative 3 minimum 2. 9 3 GPA (B (C+ average on a 4. 3 scale) and who are in good academic standing, an opportunity to engage in a contracted learning partnership with businesses in the Durham Region, Greater Toronto Area (GTA), as well as around the globe locally and globally. Faculty members may provide links to various internship placement opportunities or a student may secure an employer who meets the criteria as prescribed by the Faculty of Business and Information Technology.

The Internship internship program not only gives students an opportunity to apply classroom concepts to the challenges of organizational life, but also helps them to gain valuable and relevant work experience to promote networking and life-long career success. Participating employers are given the opportunity to bring the motivated learners, thinkers, and doers of tomorrow into their workplaces, as well as provide valuable mentoring to students.

The Internship internship program placement equates to a minimum of 280
560 hours of progressive business and management experience. The intern's wages (stipulated in a contract) are paid by the sponsoring business over a contracted period. Successful work placement completion and both a verbal and written final report will result in the intern receiving a mark and three credits toward the honours Bachelor of Information Technology Commerce Information Technology degree requirements. Students who have successfully completed the Internship program are not required to take the Capstone Study Project.

Admission to the Internship internship program is competitive. While students are participating in an Internship internship program, they may enrol in a maximum of one course (3 credit hours) credits) per semester upon approval of their academic advisor. This course must not interfere with the internship schedule outlined by the employer.

Calendar copy*	
Program learning outcomes	

(C) Pathways programs

Proposed transfer credit block

(D) Detailed proposal information

Enhanced academic opportunities*

These changes are aimed to resolve current issues we are experiencing with capstone/internship programs. It will clarify the requirements for these programs and provide consistency in our offerings which will enhance our clients, students and staff experience with these programs.

Financial/ resource implications*

N/A

Enrolment implications*

N/A

Transition plan*

This requirement could be implemented immediately. Since this change wouldn't happen until Summer 2019, the current students in capstone and internship programs would not be affected.

Additional supporting information, if applicable

(E) Impact and consultation

Does this change O Yes No include any indigenous content?*

consulted with all impacted areas*

We have yes N/A

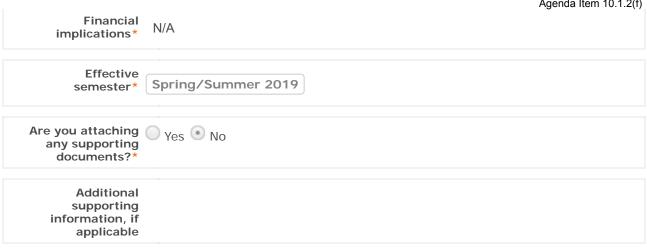
Consultation*

These changes are the result of consultation with the dean, the capstone instructor, coordinator, faculty members, academic advisors and students who were enrolled in these programs before.

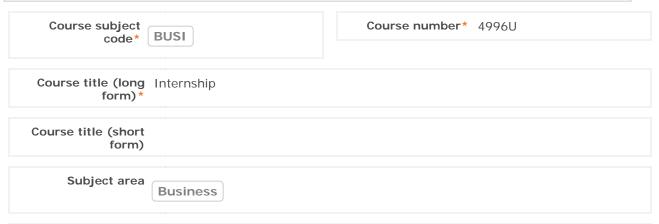
BUSI - 4996U - Internship

*2019-2020 - UG - Course Change v2

(A) Proposal su	mmary
Home faculty*	Faculty of Business and Information Technology
Course changes*	Contact hours
	Co-requisite(s)
	Course description
	Course instructional method
	Course number or course subject code
	Course title
	Credit restriction(s) and/or equivalencies
	Credit weighting
	Cross-listing(s)
	Grade mode
	Learning outcomes
	✓ Prerequisite(s)
	Remove course from academic calendar
	Teaching and assessment methods
	Other
Other changes	
Is this course change associated with a program proposal?*	● Yes ○ No
Reason for change and ways in which it maintains/enhance course/program objectives*	oranger open retries or the extension of the contraction, many extensions
	An error was found in the existing course description – the minimum number of employment is 560 hours (16 weeks @ 35 hours) for domestic internships.







Course description

- This program offers students who have successfully completed two years of study, including having achieved a cumulative minimum 2. 3.0 GPA (B average on a 4. 3 scale) (C+ average on a 4. 3 scale) and who are in good academic standing, an opportunity to engage in a contracted learning partnership with businesses locally and globally. Faculty members may provide links to various internship placement opportunities or a student may secure an employer who meets the criteria as prescribed by the Faculty of Business and Information Technology.

The internship program not only gives students an opportunity to apply classroom concepts to the challenges of organizational life but also helps them to gain valuable and relevant work experience to promote networking and lifelong career success. Participating employers are given the opportunity to bring the motivated learners, thinkers, and doers of tomorrow into their workplaces, as well as provide valuable mentoring to students.

The internship program placement equates to a minimum of 280 560 hours of progressive business and management experience. The intern's wages (stipulated in a contract) are paid by the sponsoring business over a contracted period. Successful work placement completion and both a verbal and written final report will result in the intern receiving a mark and three credits toward the honours Bachelor of Commerce degree requirements. Students who have

successfully completed the Internship program are not required to take the Capstone Study Project.

Admission to the internship program is competitive. While students are participating in an internship program, they may enrol in one course (3 credits) per semester. This course must not interfere with the internship schedule outlined by the employer.

Credit hours			
Lecture hours		Lab hours	
Tutorial hours		Other hours	
Cross-listing(s)			
Prerequisite(s)	Student must have successfully completed two years of study, including having achieved a 3 2. 0 3 cGPA and be in clear academic standing.		
Prerequisite(s) (for Banner)			
Corequisite(s)			
Prerequisite(s) with concurrency			
Credit restriction(s)			
Is the credit restriction an equivalent course?			
Recommended			
Course restrictions			
Course type	☑ Core ☐ Elective		
Is the course undergraduate or professional?			
Grade mode N (normal alpha grades) P (pass/fail grade)			
CLS (in-class delivery)	Yes No	HYB (in-class and Yes No No Online delivery)	
IND (individual studies)	Yes No	OFF (off-site) Yes No	

group*

BUSI - 4997U - Internship Continuance

*2019-2020 - UG - Course Change v2

(A) Proposal su	ımmary
Home faculty*	Faculty of Business and Information Technology
Course changes*	Contact hours
	Co-requisite(s)
	Course description
	Course instructional method
	Course number or course subject code
	Course title
	Credit restriction(s) and/or equivalencies
	Credit weighting
	Cross-listing(s)
	Grade mode
	Learning outcomes
	✓ Prerequisite(s)
	Remove course from academic calendar
	Teaching and assessment methods
	Other
Other changes	
Is this course change associated with a program proposal?*	● Yes ○ No
Reason for change and ways in which it maintains/enhance course/program objectives*	Program improvement to provide the internship opportunity for all students
Financial implications*	N/A
Effective semester*	Spring/Summer 2019

Are you attaching any supporting documents?*

Additional supporting information, if applicable

(B) Course information

Course subject Course number* 4997U

Course title (long Internship Continuance form)*

Course title (short form)

Subject area Business

Course description

This program offers students who have successfully completed two years of study, including having achieved a cumulative 3. 0 GPA (B average on a 4. 3 scale) achieved a minimum 2. 3 GPA (C+ average on a 4. 3 scale) and who are in good academic standing, an opportunity to engage in a contracted learning partnership with businesses locally and globally. Faculty members may provide links to various internship placement opportunities or a student may secure an employer who meets the criteria as prescribed by the Faculty of Business and Information Technology.

The internship program not only gives students an opportunity to apply classroom concepts to the challenges of organizational life, but also helps them to gain valuable and relevant work experience to promote networking and lifelong career success. Participating employers are given the opportunity to bring the motivated learners, thinkers, and doers of tomorrow into their workplaces, as well as provide valuable mentoring to students.

The internship program placement equates to a minimum of **280** 560 hours of progressive business and management experience. The intern's wages (stipulated in a contract) are paid by the sponsoring business over a contracted period. Successful work placement completion and both a verbal and written final report will result in the intern receiving a mark and three credits toward the honours Bachelor of Commerce degree requirements. Students who have successfully completed the Internship program are not required to take the Capstone Study Project.

Admission to the internship program is competitive. While students are participating in an internship program, they may enrol in one course (3 credits) per semester. This course must not interfere with the internship schedule outlined by the employer.

Credit hours		
Lecture hours		Lab hours
Tutorial hours		Other hours
Cross-listing(s)		
Prerequisite(s)	Student must have successfully completed two years of study, including having achieved a cumulative 3 2. 0 GPA 3 cGPA and be in clear academic standing.	
Prerequisite(s) (for Banner)		
Corequisite(s)		
Prerequisite(s) with concurrency		
Credit restriction(s)		
Is the credit restriction an equivalent course?		
Recommended		
Course restrictions		
Course type	Core Elective	
Is the course undergraduate or professional?	Undergraduate Professi	onal
Grade mode	N (normal alpha grades)	P (pass/fail grade)
CLS (in-class delivery)	Yes No	HYB (in-class and Yes No online delivery)
IND (individual studies)	○ Yes No	OFF (off-site) Yes No
WB1 (virtual meet time - synchronous)	○ Yes No	WEB (fully online Yes No - asynchronous)
N/A (not applicable)	Yes No	

	Agenda Item 10.1.2(f)
Teaching and assessment methods	
Course learning outcomes	





Faculty or program-level group*

Faculty of Business and Information Technology