

ACADEMIC COUNCIL REPORT

ACTION REQUESTED:

Recommendation
Decision
Discussion/Direction
Information

DATE: 26 March 2024

FROM: Undergraduate Studies Committee

SUBJECT: Minor Program Adjustment – Co-operative Education program

COMMITTEE MANDATE:

In accordance with Section 1. b) of the Undergraduate Studies Committee (USC) Terms of Reference, USC has the responsibility “to approve minor program adjustments and report them to Academic Council for information.”

BACKGROUND/CONTEXT & RATIONALE:

The Faculty proposed to make SCCO 0999U – Science Co-op Success Program, a core requirement of enrollment and completion of the Faculty of Science Co-operative Education program.

SCCO 0999U assists students with developing job search skills that are required to secure co-op placements as well as working on the soft skills required during the job search including resume building and interview skills. Students are already taking this course as they begin the co-op program, but it is not written as an official requirement of the program. Due to the importance of the information gained in the course it is necessary to make the course a requirement of successful completion of the co-op program.

The enrollment numbers in the co-op program are increasing, especially in areas like computer science. Making this course required allows the Faculty to plan properly for it when scheduling to ensure the course is offered and there is enough space for students to take it.

RESOURCES REQUIRED:

No additional resources required.

TRANSITION PLAN:

Students currently in the co-op program are strongly recommended to take SCCO 0999U as soon as possible after they start at Ontario Tech. All new students will be required to take the course before going out on their work terms.

CONSULTATION AND APPROVAL:

- ✓ FSc Curriculum Committee: 26 January 2024
- ✓ Faculty Council: 6 February 2024
- ✓ Undergraduate Studies Committee (Approval): 20 February 2024
- Academic Council (Information): 26 March 2024

Additionally, the Experiential Learning Office has been involved in the process.

NEXT STEPS:

- After presentation to Academic Council, this change will be included in the 2024-2025 Academic Calendar.

SUPPORTING REFERENCE MATERIALS:

- [Minor Program Adjustment Proposal](#)