

# **REPORT TO UNDERGRADUATE COUNCIL**

## **FACULTY OF HUMANITIES**

**NOVEMBER 2018**

### **SUMMARY OF CHANGES TO CERTIFICATE & DIPLOMA PROGRAMS FOR THE 2019-20 CALENDAR**



For a complete review of all changes, please refer to the November 2018 Faculty of Humanities Report to Undergraduate Council for changes to the 2019-2020 Undergraduate Calendar, found at <http://www.humanities.mcmaster.ca/about/faculty-meetings/>

#### **Diploma Programs:**

- 1. MELD (McMaster English Language Development Diploma)**
  - Revisions to course descriptions; addition of non-credit lab components
- 2. Diploma in Music Performance**
  - Inclusion of alternate course requirement

#### **Concurrent Certificate Programs:**

- 1. Proposal for new Concurrent Certificate in Professional French**
- 2. Concurrent Certificate in Leadership & Cross-Cultural Literacy**
  - Inclusion of note regarding alternate course option
- 3. Concurrent Ethics and Policy for Technological Innovation Certificate (EPTIC)**
  - Updating of program requirement lists



## MELD (McMaster English Language Development Diploma)

### 1.0 REVISIONS TO EXISTING PROGRAMS:

#### *Bridging Program: McMaster English Language Development Diploma (MELD) Program*

Department of Linguistics and Languages (Faculty of Humanities)

Phone: (+1) 905.525.9140 Ext. 23718

Email: [meld@mcmaster.ca](mailto:meld@mcmaster.ca)

Web: <http://meld.mcmaster.ca>

Students who meet the academic admission requirements for their choice of Level 1 program, but do not meet McMaster's English Language Proficiency requirement may be admitted to the MELD bridging program which has been developed for international students, providing them with a supportive environment in which they can succeed. The diploma is a two-term, full-time intensive bridging program in English language development, acculturation and engagement.

Students accepted into MELD are given a conditional offer of admission to their program of choice, pending successful completion of the MELD diploma. Once the diploma in MELD has been successfully completed, the student may register in the program to which he/she was given conditional admission and will have completed 6 units of degree credit courses in Linguistics that may be applied as electives to that program. In exceptional circumstances, MELD will consider transfers from other McMaster programs.

#### Program

##### Term 1 (September - December)

- MELD 1A03 - Academic Writing and Integrity
- MELD 1B03 - English Phonetics and Pronunciation
- MELD 1C03 - Academic Reading and Listening Skills
- MELD 1D03 - Social Perspectives on Language
- MELD 1L00 – Linguistics Lab 1
- MELD 1M00 – Mentorship Lab 1
- LINGUIST 1Z03 - Structure of Modern English I (degree credit course)

##### Term 2 (January - April)

- MELD 1AA3 - Advanced Academic Writing
- MELD 1BB3 - Advanced Speaking and Presentation Skills
- MELD 1CC3 - Advanced Academic Reading Skills
- MELD 1DD3 - Academic Success
- MELD 1LLO – Linguistics Lab 2
- MELD 1MM0 – Mentorship Lab 2
- LINGUIST 1ZZ3 - Structure of Modern English II (degree credit course)

Please visit [meld.mcmaster.ca](http://meld.mcmaster.ca) for more information or email [meld@mcmaster.ca](mailto:meld@mcmaster.ca).

**Rationale:** *Inclusion of new mentorship and linguistics labs as distinct non-credit requirements.*

### 2.0 NEW COURSES:

#### 2.1 MELD 1M00 – Mentorship Lab 1

0 unit(s)

Compulsory weekly mentorship meetings aimed at promoting cultural awareness.

One hour; one term

Prerequisite(s): Registration in the McMaster English Language Development Diploma (MELD) program

### **2.2 MELD 1MM0 – Mentorship Lab 2**

0 unit(s)

Compulsory weekly mentorship meetings aimed at promoting cultural awareness.

One hour; one term

Prerequisite(s): Registration in the McMaster English Language Development Diploma (MELD) program

### **2.3 MELD 1L00 – Linguistics Lab 1**

0 unit(s)

Compulsory weekly meetings for academic support for the degree credit course in MELD. This hour is in addition to three hours (lecture) of the credit course.

One hour; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

### **2.4 MELD 1L0 – Linguistics Lab 2**

0 unit(s)

Compulsory weekly meetings for academic support for the degree credit course in MELD. This hour is in addition to three hours (lecture) of the credit course.

One hour; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

***Rationale for all new course additions:*** *These non-credit courses will replace the tutorial sections assigned to alternate MELD courses (MELD 1D03/1DD3, 1B03/1BB3) historically. These tutorials have run independently of the courses themselves, creating confusion among students and instructors. This change will address the confusion and scheduling challenges of offering these additional hours of linguistics and mentorship support.*

## **3.0 REVISIONS TO EXISTING COURSES:**

### **3.1 MELD 1A03 - Academic Writing and Integrity**

3 unit(s)

A writing course that focuses on the development of grammatically, lexically and stylistically appropriate English for writing summaries and short academic texts. Includes workshops a focus on academic integrity.

Four hours; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

### **3.2 MELD 1AA3 - Advanced Academic Writing**

3 unit(s)

A writing course that focuses on the development of the appropriate language (grammar, vocabulary, style) and structure for essays and analysing charts/graphs. Includes workshops a focus on documenting sources and citation styles.

Four hours; one term

**Prerequisite(s):** Registration in the McMaster English Language Development (MELD) Diploma program

### **3.3 MELD 1B03 - English Phonetics and Pronunciation**

3 unit(s)

This course offers an overview of the principal differences in varieties speech features of contemporary spoken Standard English, with a focus on Canadian English. Students are given opportunities to examine and practise their spoken language skills for a variety of contexts, in English through short individual and collaborative presentations and are introduced to academic presentations.

Four hours; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

### **3.4 MELD 1BB3 - Advanced Speaking and Presentation Skills**

3 unit(s)

Students build appropriate speaking skills through a variety of individual and collaborative speaking and presentation exercises, based on academic content (oral reports, article summaries, audio/video blogs recordings, formal presentations.)

Four hours; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

### **3.5 MELD 1C03 - Academic Reading and Listening Skills**

3 unit(s)

In this course students summarize and critically evaluate (both orally and in writing) a variety of texts in advanced English. The texts to be evaluated are both written and spoken represent a range of academic disciplines.

Five Four hours; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

### **3.6 MELD 1D03 - Social Perspectives on Language**

3 unit(s)

An exploration of a variety of language registers and styles. Topics explored through role-playing, the collaboration of peer-to-peer mentors, and guest speakers. Through introductory lectures on sociolinguistic aspects of English, students develop socio-pragmatic awareness of communication, and listening and note-taking strategies for university lectures. This course also covers general strategies for academic success.

Four hours; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

### **3.7 MELD 1DD3 - ~~Academic Success~~ Advanced Academic Listening Skills**

3 unit(s)

This course covers a variety of aspects of the university system and strategies for dealing with challenges that may arise, such as note-taking, time management, and studying for exams. Students build on the lecture-listening skills developed in 1D03 by moving through advanced academic content, representing a range of disciplines. The focus is on oral academic communication (e.g., discussions) and the development of superior listening, note-taking and studying skills.

Four hours; one term

**Prerequisite(s):** Registration in the McMaster English Language Development Diploma (MELD) program

**Rationale for all course revisions:** Minor changes to titles and/or descriptions to best reflect current course content.



## Diploma in Music Performance

The Diploma is intended to recognize a concentration and achievement in the area of music performance.

**Students should contact the Academic Counsellor for Music in the School of the Arts for direction on completing the requirements.**

### Notes

1. Lesson fees: Lesson fees are charged over and above tuition for MUSIC 2EE6 A/B, MUSIC 3EE6 A/B, MUSIC 3SS3, MUSIC 4EE9 A/B, and MUSIC 4SS3.
2. MUSIC 4E09 A/B and MUSIC 4EE9 A/B must be taken over and above the total number of units required for a McMaster degree. Because these courses may not be used for credit towards any McMaster degree, students pursuing the Diploma must plan their work to accommodate nine extra units.
3. Registration in MUSIC 4E09 A/B and MUSIC 4EE9 A/B requires permission of the School of the Arts. An overall Grade Point Average of at least 8.0 will be required for admission to these courses.

### Admission

Students should meet with the Academic Counsellor for Music in the School of the Arts as early as possible in their degree program, but no later than the April before MUSIC 4E09 A/B or MUSIC 4EE9 A/B has begun. However, the application for MUSIC 4E09 A/B or MUSIC 4EE9 A/B will be considered the formal application to be admitted to the diploma program, even though some of the requirements will have been completed in earlier years.

### Requirements

The Diploma will require completion of **24 units** as follows:

#### 12 units

- MUSIC 2E06 A/B - Solo Performance or
- MUSIC 2EE6 A/B - Solo Performance
  
- MUSIC 3E06 A/B - Solo Performance or
- MUSIC 3EE6 A/B - Solo Performance

#### 3 units from

- MUSIC 3SS3 - Special Studies in Chamber Music or Accompanying I
- MUSIC 4SS3 - Special Studies in Chamber Music or Accompanying II
- MUSIC 1GA3 A/B - Ensemble Performance: Accompanying
- MUSIC 1GB3 A/B - Ensemble Performance: McMaster Concert Band
- MUSIC 1GC3 A/B - Ensemble Performance: McMaster University Choir
- MUSIC 1GF3 A/B - Ensemble Performance: McMaster University Flute Ensemble
- MUSIC 1GJ3 A/B - Ensemble Performance: McMaster Jazz Band
- MUSIC 1GP3 A/B - Ensemble Performance: McMaster Percussion Ensemble
- MUSIC 1GR3 A/B - Ensemble Performance: McMaster Chamber Orchestra
- MUSIC 1GW3 A/B - Ensemble Performance: McMaster Women's Choir

#### 9 units

- MUSIC 4E09 A/B - Solo Performance, Diploma or
- MUSIC 4EE9 A/B - Solo Performance, Diploma

### Note

The Diploma will be awarded at the fall convocation of the Centre for Continuing Education following the completion of all requirements.

**Rationale:** *The Diploma in Music Performance is open to program and non-program students. Providing an alternate option for the MUSIC 3SS3/4SS3 course will allow additional flexibility in meeting this requirement, and most notably for non-program students.*

## **PROPOSAL FOR A CONCURRENT CERTIFICATE IN PROFESSIONAL FRENCH**

### **Certificate Overview**

The concurrent Certificate in Professional French is being created in order to offer undergraduates at McMaster a path to develop their language skills within specific career areas. With the introduction of the Integrated Business and Humanities degree, Business French, in particular, is a desirable addition to our course offerings.

The implementation of this new certificate requires that the French Department introduce two new courses: FRENCH 2I03 (which is being offered for the first time in 2018-19) and FRENCH 3I13. These courses will provide students with substantial vocabulary from such fields as business, law, medicine, journalism and the hospitality industry. Through a focus on the study of sample cases, these courses will help prepare students for possible real-life situations which they could encounter in their careers.

### **Objectives**

By completing the certificate students will

- Achieve a good knowledge of professional French
- Be able to show that they have reached level B2 in French, according to the Common European Framework

### **Admission**

Any student in an undergraduate degree program at McMaster may declare the certificate, at the time of graduation, and upon completion of the following courses in French.

Requirements (18 units)

FRENCH 1A06/2M06 A/B: INTRODUCTION TO FRENCH STUDIES: ADVANCED  
FRENCH 2B03: FRENCH LANGUAGE PRACTICE I  
FRENCH 2BB3: FRENCH LANGUAGE PRACTICE II  
FRENCH 2I03: PROFESSIONAL FRENCH I  
FRENCH 3I13: PROFESSIONAL FRENCH II

### **Notes**

1. No more than 6 units of the Certificate may be completed using non-McMaster courses.

2. Students majoring in any French program must complete the certificate requirements FRENCH 2103 and FRENCH 3113 as elective credit. These courses must be taken outside of the French (Honours B.A., Combined Honours B.A. or B.A.) degree requirements.

**Statement of Academic Responsibility**

The Department of French and the Faculty of Humanities will oversee the administration of the concurrent Certificate in Professional French. The Department of French will review, evaluate and approve any non-McMaster French courses, as is currently the practice.

***Rationale:** The French Department is currently offering a Concurrent Certificate in Essential French, intended for those without any prior French knowledge. Many students have expressed an interest in additional coursework for those seeking a recognition of professional language skills. Most recently the department has begun offering French 2103 – Professional French I, and this course is at full capacity. The program will elaborate on this work with an additional offering (French 3113 – Professional French II), and recognition that Common European Framework benchmark skills have been met, through completion of the full requirements of this concurrent certificate.*



## Concurrent Certificate in Leadership & Cross-Cultural Literacy

### Faculty of Humanities

Chester New Hall, Room 107

<http://www.humanities.mcmaster.ca>

[humanities@mcmaster.ca](mailto:humanities@mcmaster.ca)

The Certificate fills a critical need for undergraduate students to learn about and develop professional skills that are highly desirable for the pursuit of graduate studies, professional programs, and employment opportunities, following undergraduate studies. A key objective of the course sequence is to help students develop leadership skills within a rigorous academic framework that balances both theory and practice.

### Certificate Requirements

Any student in an undergraduate degree program at McMaster may declare the certificate, at the time of graduation, and upon completion of the following courses.

### Requirements

*15 units total*

3 units

from

### Ethics Requirement

- PHILOS 2D03 - Bioethics
- PHILOS 2N03 - Business Ethics
- PHILOS 2TT3 - Ethical Issues in Communication
- PHILOS 2YY3 - ~~Introduction to~~ Ethics

12 units

### Leadership & Cross-Cultural Literacy Requirement

- HUMAN 3CM3 - Leadership: Cross-Cultural Mentoring Lab
- HUMAN 3LM3 - Foundations of Leadership
- HUMAN 4LC3 - Leadership Capstone: Theory and Practice
- HUMAN 4RM3 - Leadership: Relationship Management

### Note

1. Eligible Wilson Leadership Scholars may replace HUMAN 4LC3 - Leadership Capstone: Theory and Practice with HUMAN 4LW3 – Wilson Leadership Scholar Capstone A/B toward this certificate requirement.

**Rationale:** *Updating of course title. Inclusion of note that Wilson Leadership Scholars may complete the capstone requirement with a comparable capstone course, open only to these students.*





## Concurrent Ethics and Policy for Technological Innovation Certificate (EPTIC)

### Department of Philosophy

University Hall, Room 310, ext. 24275

<http://philos.humanities.mcmaster.ca/>

The Ethics and Policy for Technological Innovation Certificate (EPTIC) is designed to prepare undergraduate students from health sciences, engineering, business, humanities, science, and social science to work together on teams to identify and resolve the ethical, institutional, and policy challenges posed by novel technologies that are highly promising but also potentially socially disruptive. The Certificate will recognize students for having gained core subject matter competencies and experience as members of such interdisciplinary research teams under the direction of faculty and staff associated with the McMaster University Institute for Ethics and Policy Innovation (IEPI).

### Certificate Requirements

Any student in an undergraduate program at McMaster may declare the certificate at the time of graduation and upon satisfaction of each of the following requirements:

1. The student must be accepted by the Ethics and Policy for Technological Innovation Certificate Committee (the EPTIC Selection Committee). The EPTIC Selection Committee will consider supplemental applications soon after the end of Winter term of each academic year, but only from students who are enrolled in an undergraduate program at McMaster University and who have completed PHILOS 2D03 or 2YY3 and either (or both) PHILOS 2S03 or PHILOS 2G03. The EPTIC Selection Committee's selections will be made on the basis of the student's cumulative grades and answers to the supplemental application questions.
2. The student must complete 15 units in accordance with the following requirements.

### Requirements

*15 units total*

3 units

from

- PHILOS 2D03 – Bioethics
- PHILOS 2YY3 - Introduction to Ethics

3 units

from

- PHILOS 2G03 - Social and Political Issues
- PHILOS 2S03 - History of Political Philosophy

3 units

from

- PHILOS 2N03 - Business Ethics

- PHILOS 2TT3 - Ethical Issues in Communication
- ~~PHILOS 2YY3 - Introduction to Ethics~~
- PHILOS 3C03 - Advanced Bioethics
- PHILOS 3CC3 - Advanced Ethics

3 units

from

- ~~PHILOS 3C03 - Advanced Bioethics~~
- ~~PHILOS 3CC3 - Advanced Ethics~~
- PHILOS 3I03 - Philosophy and Feminism
- PHILOS 3L03 - Environmental Philosophy
- PHILOS 3N03 - Political Philosophy
- PHILOS 3Q03 - Philosophy of Law

3 units

- PHILOS 4V03 - Multidisciplinary Workshop in the Ethics and Policy of Technological Innovation

Notes

1. Students accepted and enrolled in the Justice, Political Philosophy, and Law Honours BA Program are not eligible to apply for the Certificate.
2. Any student seeking a Philosophy Honours BA may satisfy no more than 2 courses (6 units) of the Philosophy Honours BA Program requirements with courses that the student has also designated as counting toward the satisfaction of the Certificate's requirements.
3. Students who declare the certificate are precluded from declaring a philosophy minor.
4. Transfer credits will not be accepted in lieu of PHILOS 4V03. Students accepted into the certificate program are free to request transfer credit in lieu of any other certificate course requirement. The student may submit such a request to the Selection Committee (via philadm@mcmaster.ca) at any time.
5. Note that selection by the selection committee is distinct from the successful declaration of the certificate, and a student's selection does not imply that the candidate has satisfied all certificate requirements. It is the student's responsibility to make sure that at the time of graduation, all requirements of the certificate as enumerated above have been fulfilled.

**Rationale:** *Minor changes have been made to the distribution of how the concurrent certificate's requirements may be met, so as to increase flexibility of offerings and balance of ethics/socio-political philosophy requirements.*