

1. The Subcommittee asks that the department follow the guidance in the chart below regarding previous contingencies that were not fully resolved:

Original Contingency/Feedback item	Additional Follow-Up Required
The term “proficiencies” is used in the proposal (pp. 6-7 & also p. 20) in relation to assessment. Please replace this term with “learning outcomes” for consistency and clarity.	The term “proficiencies” is still used in the proposal on p. 20. Please replace with “learning outcomes”.
The references to “co-directors” are confusing, as the operating budget includes only one director. This should be resolved for clarity. [Proposal pp. 7, 9, 11]	The prefix “co-” was removed, but the proposal still says <u>directors</u> , so the clarity issue remains. Please adjust p. 7 and p. 9.
GEOG 2200 has a new title starting in AU25: “How to Map Your World: Visualizing Space and Place”.	The old title is still present, and the course is sometimes still referred to by its old number, 2200.01. Additionally, the Department of Geography has recently changed the title of this course again. Please make sure it is listed as “Geography 2200: Spatial Literacy: Visualizing our World through Mapping Space & Place”
The four-year sample plans list two slots for the Citizenship for a Diverse and Just World Theme category. As PHILOS 2332.01 is an approved Citizenship course and one Themes course is allowed to overlap with major requirements, please revise the plan to include only one additional slot. [Proposal pp. 18-19]	Track B has been corrected for this, but Track A is still incorrect.
The curriculum map should include not only required courses, but also the electives and track options for the program. Additionally, as outlined in Appendix 10 of the ASC Curriculum and Assessment Operations Manual , it should indicate the level at which each learning outcome is addressed (beginning, intermediate, or advanced).	The curriculum map submitted is unreadable. This may be a difficulty with translating an Excel spreadsheet to PDF. Please feel free to upload the Excel version.
There are some courses listed in the proposal that are withdrawn and should be removed from the proposal and advising sheets: ECON 2001.02 ECON 2002.02 SOCIO 3410H (please note that while the honors version is withdrawn, the regular version can remain listed as SOCIO 3410)	Please make sure to remove these courses from the proposal.

2. Additionally, there are a couple of issues with the Four-Year Plan for students on Track B. They are as follows:

- As presented, the hours add up to 125 for the degree, even though there are a number of elective hours. An ASC degree requires 121 credit hours, so 4 elective credits should be removed.
- Now that the CSS courses have been submitted, there is a better understanding of what the major entails. Thus, the following issues have come to light:
 - In Spring of Year 1, the student takes CSS 3100, one of the core courses for the major. The course, as submitted, indicates that CSS 2500 is a prerequisite or co-requisite. (Please note that the SBS subcommittee recently recommended that the department consider making this [exclusively] a prerequisite.) However, in the 4-year plan, the student never takes CSS 2500 (certainly not in their first term). This is complicated by the fact that the diagram in the proposal that outlines the major’s curriculum requirements (figure 3; p. 12) demonstrates that CSS 2500 is actually a methods class only required for those students in Track A. The Subcommittee asks that this be rectified and also notes that if CSS 2500 and 3500 were to be added to the Track B four-year plan, the recommended prerequisite for 2500 is Stats

2450, which in the plan is only taken in AU of the second year, thus presenting an additional sequencing issue.

- A similar problem happens with CSS 4500, which in the sample 4-year plan is taken in Spring of Year 3. The prerequisite for that course is CSS 3500 or STAT 3302 (and a suggested prerequisite of CSE 1224). This presents the following difficulties:
 - Neither Stats 3302 nor CSS 3500 are in the 4-year plan. CSS 3500 is the second CSS methods course required for students in *track A* (but *not required* for track B). So, it is likely that students in track B will never take CSS 3500 (except if they want to take an extra class, in which case, if they would need to take both CSS 2500 and 3500 as outlined above). It is much more probable that students will take STAT 3302, which *is* actually an elective in the Stats minor. (In the Statistics minor, there are 3 required courses and one elective—to be taken from a group of 4 courses.) As a result, it makes sense to strongly encourage students to take STAT 3302 as their elective course in that minor & have them take that course before taking CSS 4500. However, the 4-year plan does not show that. The Stats minor elective is left undetermined (labelled “Discovery”) and is taken in the very last term. The Subcommittee asks that the proposers move that slot up (before CSS 4500) and label it as Stats 3302. (Please note that in that case, Stats 3301 needs to be taken earlier as well since 3301 is a prerequisite for 3302.)
 - Because there are several issues with the sample plan for track B, the Subcommittee advises that the proposers double-check the 4-year plan for Track A as well.
3. According to the Office of the University Registrar, the word “track” (which is used throughout this proposal) refers to a subplan for which “The student may, but is not required to, select a track in order to be awarded the associated program of study's credential. Enrollment in this program is not transcripted.” The Subcommittee notes that there are two issues with this:
- a. In the CSS major students have to choose between 2 subplans (they do not have the option *not* to choose).
 - b. It is unclear from the proposal whether the proposers wish to have the subplan be transcripted.

If the proposers do wish for this to be transcript-able, then the word “Track” should be replaced throughout with the word “specialization”. If the proposers do *not* wish for this to be transcript-able, then the word “track” should be replaced throughout with the word “focus”.