Completing UBC Curriculum Proposal Forms
Examples of changes and editing tools for Category 2 proposals

To help the editorial subcommittee and the staff who enter the changes into the Calendar, please use the following editorial tools. This will ensure that the proposed changes are clearly recognised and made correctly. These editorial tools are applicable to Microsoft Word users.

In the “Present Calendar Entry Column” use red font and strikethrough to indicate deleted text.

In the “Proposed Calendar Entry Column” use bold fonts to indicate new/changed text. Otherwise do not use bold fonts.

If changes are small (e.g. one word, one course code, a footnote number) use the highlight feature in MSWord.

Please include all Category 2 proposals in a single file.

If you have any questions about these editing tools – contact the Senate Curriculum’s Editorial Subcommittee.

See Next Page for Examples
UBC Curriculum Proposal Form
Change to Course or Program

Category: 2

<table>
<thead>
<tr>
<th>Faculty: Department:</th>
<th>Date: Contact Person: Phone: e-mail:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty Approval Date:</td>
<td>Effective Session winter Term 2 Year: 2004-05 for Change</td>
</tr>
<tr>
<td>Proposed Calendar Entry:</td>
<td>Present Calendar Entry:</td>
</tr>
<tr>
<td>CPSC 320 (3) INTERMEDIATE ALGORITHM DESIGN AND ANALYSIS Systematic study of basic concepts and techniques in the design and analysis of algorithms, illustrated from various problem areas. Topics include: models of computation; choice of data structures; graph-theoretic, algebraic, and text processing algorithms. Prerequisite: CPSC 221, or [one of CPSC 216, CPSC 252 and one of CPSC 220, EECE 320]. In addition to above pre-requisites: one of [6 credits from MATH 200-level, STAT 200-level], [3 credits from MATH 200-level, STAT 200-level with at least 72%]. [3-0-1]</td>
<td>CPSC 320 (3) INTERMEDIATE ALGORITHM DESIGN AND ANALYSIS Systematic study of basic concepts and techniques in the design and analysis of algorithms, illustrated from various problem areas. Topics include: models of computation; choice of data structures; graph-theoretic, algebraic, and text processing algorithms. Prerequisites: One of CPSC 216, CPSC 252 and one of CPSC 220, EECE 320. In addition to above pre-requisites: 6 credits of [second-year MATH or STATS] or 3 credits of [second-year MATH or STATS] and 72% average. [3-0-1]</td>
</tr>
<tr>
<td>Type of Action: Change in prerequisites.</td>
<td>Rationale: The new course CPSC 221 which was introduced last year provides an adequate background knowledge for CPSC 320. We also made the phrase describing the MATH prerequisites more readable.</td>
</tr>
<tr>
<td>ID Number for Supporting Documents:</td>
<td>Supporting documents is usually required only for Category 1 proposals</td>
</tr>
<tr>
<td>Proposed Calendar Entry:</td>
<td>Present Calendar Entry:</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Type of Action:</strong> Correct prerequisite number and equivalency.</td>
<td><strong>Type of Action:</strong> Correct prerequisite number and equivalency.</td>
</tr>
<tr>
<td><strong>Rationale:</strong> Correction of 2 misprints.</td>
<td><strong>Rationale:</strong> Correction of 2 misprints.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Proposed Calendar Entry:</th>
<th>Present Calendar Entry:</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOPR 463 (3) FOREST ROADS AND SLOPE STABILITY Slope stability, bearing capacity of roads, design of bridge abutments, settlement, piled foundations. [3-2-0] Prerequisite: FOPR 363, and either WOOD 376 or CIVL 228.</td>
<td>FOPR 463 (3) FOREST ROADS AND BRIDGES. Analytical techniques for determining the bearing capacity of roads, design of bridge abutments, piled foundations, and simply supported bridge spans. [3-2] Prerequisite: Either (a) all of FOPR 363, WOOD 376 or (b) CIVL 228.</td>
</tr>
<tr>
<td><strong>Type of Action:</strong> Change course name, description &amp; contact vector. Correct prerequisite.</td>
<td><strong>Type of Action:</strong> Change course name, description &amp; contact vector. Correct prerequisite.</td>
</tr>
<tr>
<td><strong>Rationale:</strong> Log bridge stringer design is being moved to FOPR 359 as it fits well with the structural analysis of live trees used to support cable systems. This move allows FOPR 463 to include additional material on consolidation and settlement. This change incorporates a forest engineering curriculum topic of APEGBC. The existing prerequisite statement in the calendar is incorrect. And has now been corrected.</td>
<td><strong>Rationale:</strong> Log bridge stringer design is being moved to FOPR 359 as it fits well with the structural analysis of live trees used to support cable systems. This move allows FOPR 463 to include additional material on consolidation and settlement. This change incorporates a forest engineering curriculum topic of APEGBC. The existing prerequisite statement in the calendar is incorrect. And has now been corrected.</td>
</tr>
</tbody>
</table>

NB this would probably be a borderline Category 2 change and therefore might be questioned as being really a Category 2 proposal.
Proposed Calendar Entry:
FOOD AND NUTRITIONAL SCIENCES
DOUBLE MAJOR

Third year
AGSC 350          6
BIOC 3021          3
FNH 300             3
FNH 301             3
FNH 302             3
FNH 309             3
FNH 313             3
MICB 353           1
FNH 325             3
**FNH 326**             3
Total Credits 31

Fourth year

*2 Select at least 6 credits from the following list of courses: FNH 452, 453, 454, 470, 471, 475, 490, 497, 498, 499*

Present Calendar Entry:
FOOD AND NUTRITIONAL SCIENCES
DOUBLE MAJOR

Third year
AGSC 350          6
BIOC 3021          3
FNH 300             3
FNH 301             3
FNH 302             3
FNH 309             3
FNH 313             3
MICB 353           1
FNH 325             6
Total Credits 31

...  

*2 Select at least 9 credits from the following list of courses: FNH 452, 453, 454, 470, 471, 475, 490, 497, 498, 499*

Type of Action:
- Change credits for FNH 325 and add FNH 326.
- Change credits in footnote 2

Rationale:
- With splitting of FNH 325 (6) into two 3 credits courses. FNH 326 needs to be added to Third year.
- The change in footnote 2 is to correct an error.

It is unnecessary to show a complete program entry if there are only small changes. Include sufficient parts before & after a proposed change(s) to guide data entry. A series of periods can be used to indicate where unchanged text begins/ends.

Location URL:
http://students.ubc.ca/calendar/index.cfm?tree=12,194,261,13