## Minor Modifications – New Course or Change to Existing Course

Governance Form C: Procedures, Form and Guidelines  
2014-15 – Version 1

Questions? Contact your Faculty Graduate Dean’s Office (FGO).

**Governance Form C: Procedures**

<table>
<thead>
<tr>
<th>Course Change Proposal Type</th>
<th>Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>• New Course</td>
<td>1. Chair/Director sends proposal to FGO. Proposal must include: a. Governance Form C 2. FGO accepts proposal (or refers back) and posts it on Graduate Curriculum Tracker (GCT). 3. School of Graduate Studies (SGS) reviews proposal. 4. <strong>Proposal goes to Faculty Council (FC) for final approval.</strong> 5. FGO posts FC approval on GCT. 6. SGS updates ROSI as needed.</td>
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<tr>
<td>• Reinstating courses that have expired after 5 years of inactivity</td>
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<tr>
<td>• Changing Weight of Existing Course*</td>
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<tr>
<td>• Changing Grading Scale of Existing Course (i.e. letter grades vs. CR/NCR)</td>
<td>1. Chair/Director sends proposal to FGO in relevant Faculty using Governance Form C. 2. FGO accepts proposal (or refers back) and posts it on GCT. 3. SGS reviews proposal. 4. <strong>Proposal goes to FC for final approval.</strong> 5. FGO posts FC approval on GCT.</td>
</tr>
<tr>
<td>• New Delivery Mode of Existing Course (e.g. eLearning)</td>
<td></td>
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</table>

* Not including splitting one existing full course into two half-courses or amalgamating two existing half-courses into one full course.

Policies, guidelines and definitions pertaining to graduate courses are available from SGS; see Governance Form C: Guidelines (below).

For other changes to existing courses, see Governance Form B.

A complete list of graduate curriculum proposal types, appropriate forms to use and required approvals is available from the [SGS website](https://www.sgs.utoronto.ca).

**Administrators:** Please delete the procedures and guidelines sections before the form is posted on the GCT.
Course Title: Digital Discourse

Rationale: At the moment, the university has yet to offer a strong foundation to digital theory from a humanistic perspective at the graduate level. As a result, more than 30 students from a wide variety of departments have enrolled in the Special Topics version of this course, including English, Cinema Studies, Geography, Book History & Print Culture, Music, and the Faculty of Information. This course offers students a solid foundation upon which to build a digital studies project in the humanities or humanistic social sciences (Master's and PhD). A thorough combing of the English, Music, and Geography course descriptions reveals that these units do not offer any courses in digital studies. Other units, such as Cinema Studies, Art, and Drama offer some courses that touch on digital issues at the graduate level but that do not devote an entire class to its theoretical foundations. In the Department of Art, the course description for Contemporary Theories of Photography briefly mentions that the course will conclude with an exploration of photo theory in the digital era. The Cinema Studies Institute briefly mentions digital issues in two classes, Theories and Practices of the Cinema and Pressures on the Cinematic. However, digital issues are taken up as only one aspect among many critical pressure points in both classes. The Centre for Drama, Theatre, and Performance offers Digital Dramaturgy in Performance, which specifically takes up issues of digital production in artistic performance. Because of the dearth of courses offered in digital studies generally and digital theory in particular, several students from across campus wrote to me at the start of the semester asking to enroll in my Special Topics course precisely because their home unit did not offer a similar course.

The Faculty of Information offers several courses that address digital issues. Indeed, it would be impossible to innumerate all of the courses within the Faculty of Information that touch on these issues (likely to include all of the courses in the Faculty). However, in order to highlight only a few of these courses, the Faculty of Information offers Digital Preservation and Curation, Museums and New Media Practices, Digital Divides and Information Professionals, Culture and Technology I & II, Constructing and Curating Digital Heritage, and all of the courses in the Knowledge Media and Design series. Many of these courses take up digital issues in professional and technical contexts, on addition to social, cultural, and historical contexts. However, none of these courses devotes a significant amount of the class to the theoretical foundations of digital studies.

Culture and Technology I & II also consider theory, but they largely examine the historical and analytic philosophical traditions in computational technology. In contrast, the proposed course examines digital issues from a critical theory perspective, drawing heavily from the Frankfurt School and French Poststructuralism. However, "Digital Discourse" fits perfectly within the Culture & Technology concentration as its main concern is examining digital culture. In addition, it may be of interest to students in Critical Information Policy Studies, Library and Information Science, Museum Studies, Knowledge Media and Design, and Archival Studies as well – or any student interested in a critical theory foundation for digital studies. This course differs from and serves as a complement to Critical Information Policy Studies, which is concerned with "critical" from a political economy perspective and not from the perspective of "critique."

Course Description: This course provides an introduction to the field of theoretical writing addressing the nature of digital media and the role of technology in modern and contemporary culture. In doing so, this course will consider a range of critical pressure points that have been central to media studies, technology studies, digital humanities, art and performance, cinema studies, and archival studies. How have developments in digital culture and theory impacted the critical commonplaces of analogy, time, space, sound, motion, network, body, and narrative? In dialogue with critical paradigms that have been fundamental to the discourse of critical theory, including affect, power, constructionism, archives, colonialism, nationalism, and the politics of race, gender, and sexuality, this course will provide students with the opportunity to scrutinize the work of a wide spectrum of thinkers central to critical theory in digital discourse.
Course Designator, Number and FCE Weight: [E.g. ABC 1000Y, 1.0 FCE]

INF 2225H FCE Weight: 0.5 FCE

Abbreviated Course Title: [Maximum 30 characters including spaces/punctuation. Separate words using spaces/punctuation. Use the full course title if possible.]

DIGITAL DISCOURSE

A Graduate Faculty Member has been or will be assigned to teach/coordinate this course:

[Please check]

XX Yes

Course Format: [E.g. lecture, seminar, lab/studio, practicum, placement, etc. Please see Governance Form C: Guidelines]

Regular/Modular/Continuous/Extended Course: [Mark one; see Governance Form C: Guidelines.]

x Regular

Online Indicator on ROSI Required: [Please check only one box. An online indicator is required only for courses that are fully online, not for hybrid or regular courses]

Yes

No

Student Web Service Available [E.g. if yes, a student may log on to ROSI and register in the course themselves]

Yes

Does this change involve a course that is required to complete a graduate program? [Mark one]

X NO

YES (please also submit a completed Governance Form A with revised Calendar entry)

Contact Hours: [For modular courses, list the overall contact hours for the course; for all other course types, list the contact hours per week. For more information, see Governance Form C: Guidelines.]

Three hours per week.

Grading Scale: [Mark one. If this is a seminar series course, see Governance Form C: Guidelines.]

X Letter Grades

Credit/No Credit [assigned for courses in which only very broad distinction assessing the quality of student performance are judged appropriate e.g. practicum]

NOTE: Information on Evaluation Components, Percentage Value and Timing are no longer required on this form. Details are kept on record in the graduate unit. According to the University Assessment and Grading Practices Policy (effective July 2012), participation may not constitute more than 20% of the overall grade.]

Enrolment Projection: [Provide an estimate.]

30 students

Prerequisites/Co-requisites/Exclusions/Enrolment Restrictions: [If any.]

None.

Similarity/Overlap: [List graduate units where significant similarity or overlap may occur. Confirm that consultation with other graduate units has occurred; attach documentation as appropriate. Indicate "None" if there is no similarity or overlap.]

Slight overlap might occur with Cinema Studies and the Centre for Drama, Theatre, and Performance. Consultation has occurred. Neither unit offers a similar foundation. Both units have expressed an interest in cross-listing the course.
Resources Required: [Mark one.]

- All elements of the course will be met with existing resources
- Additional resources will be required
  (contact your Faculty Graduate Dean’s Office, and provide a brief description below)

- [Insert description of additional resources required]

Effective Session Date: [Month / Day / Year; sessions begin in September, January or May. The Faculty Graduate Office and SGS reserve the right to alter the effective session date.]

- September 2015

Approvals/Actions prior to Faculty Governance Approval: [List graduate unit bodies that have approved the proposal. Include the date of each approval, and summarize substantial questions that have arisen. Consultation with graduate students should be included; indicate how it has occurred.]

- Programs Committee, December 4, 2014.
- Student representatives from the MI, MMSt, and PhD programs are members of the Programs Committee.

Chair/Director Name(s): [Name of the Graduate Chair/Director of the unit(s) involved. Also list names and contact information for other individuals who will attend meetings at which the proposal will be discussed.]

- Seamus Ross, Dean, Faculty of Information

Date: [Date of form completion] November 10, 2014

Faculty Council Meeting Date: [Identify the Faculty Council or delegated body that will consider the proposal for final approval and provide the expected meeting date.]

- Faculty Council, March 20, 2015

Please note: Posting of this form on the GCT indicates that the Faculty Vice-Dean Graduate, or designate, has reviewed the proposal.

Governance Form C: Guidelines
Effective July 1, 2014

Naming and Identifying Courses: The name of the course must clearly reflect the content and be appropriate to the discipline. A glossary of course codes, definitions of the alphabetical characters and symbols that may be used following a course number are available online. Previously-used course numbers may only be reused after the previous course has been dormant for five or more years. Please consult the SGS Glossary of Course Codes.

Course Format: The Guidelines for Graduate Courses and Other Academic Activities provides a general definition of a graduate course. This includes possible variations in course timing and/or weight (e.g. modular, extended and continuous courses), various delivery modes of courses and variations in course format. In particular, "graduate seminars" (generally defined in the guidelines referred to above) are viewed as distinct from seminar series. Please consult the Graduate Seminar Series Courses: Guidelines.

eLearning: eLearning describes the delivery of online and hybrid courses, and online and hybrid programs using audio, video or computer technologies singly or in combination. The definitions in this Terminology section are drawn from the Ministry of Training Colleges and Universities reporting definitions found in the Multi-Year Accountability Agreement form. Please consult the SGS Guidelines for eLearning in Graduate Academic Programs.
Consultation: Faculty Members interested in developing online courses and programs first will contact their graduate unit chair/director. The chair/director then contacts the Vice-Dean or Associate Dean of Graduate Studies in the Faculty Dean’s Office.

Approvals: References to approval routes align with the University of Toronto Quality Assurance Process (UTQAP).

Contact Hours: See the Guidelines for minimum contact hours required.

Evaluation Components, Percentage Value and Timing: The School of Graduate Studies is governed by the University Assessment and Grading Practices Policy.

Effective Session Date: Proposals are effective no sooner than the beginning of the following session. Retroactive proposals require SGS approval.

Turnitin.com: Instructors wishing to use Turnitin, or a similar service, must explain this at the outset of the course. Turnitin.com is an electronic resource that assists in the detection and deterrence of plagiarism. Further information is available from the Centre for Teaching Support & Innovation.

OISE Graduate Units: OISE also requires proposals to include a New Course Proposal Supplementary Form. OISE graduate units should contact the OISE Faculty Graduate Office for further information.

Medicine Graduate Units: The Faculty of Medicine requires a detailed course syllabus to be appended to this form (the syllabus will not be posted on the GCT).

References: Guidelines for Graduate Courses and Other Academic Activities, Graduate Seminar Series Course Guidelines, University Assessment and Grading Practices Policy, Centre for Teaching Support and Innovation – Online Course Design Guidelines