Memorandum of Understanding (MOU) – Combined Program
Communication, Culture, Information & Technology (CCT) Major;
Interactive Digital Media (IDM) Specialist, University of Toronto Mississauga &
Master of Information (MI), Faculty of Information

October 1, 2013

Preamble

The Institute of Communication, Culture and Information Technology (ICCIT) offerings include a Communication, Culture, Information & Technology (CCIT) Major, a Digital Enterprise Management (DEM) Specialist, and an Interactive Digital Media (IDM) Specialist. The latter was undertaken as a collaborative initiative at the undergraduate level with the Faculty of Information (FI), with FI faculty teaching roughly half of the courses in the program, and collaborating in its design with UTM providing the administrative resources and students being registered at UTM. To build on this successful collaboration, the ICCIT and FI propose the creation of a Combined Undergraduate + Graduate Program taking advantage of the current CCIT Major, DEM and IDM Specialist programs and the Faculty of Information’s Master of Information (MI) program.

The proposed Combined Program is an ideal area for collaboration given the strong preparation students in the CCIT, IDM and DEM programs receive for the Masters of Information curriculum, with respect to skills and knowledge in the domains of Knowledge Media Design (KMD), Digital Media (Analysis, Design and Creation), Information Preparedness and Policy and Communications, and Information Systems Design and Project Management. The Combined Program will allow students to complete a Bachelor of Arts (B.A.) in either of the undergraduate programs identified, and a Master of Information (MI). The appeal of this program is twofold: It allows students to apply early to the Master of Information (in the third year of the B.A. and after completing 10.0 credits minimum), and it allows students to complete the Combined Program in less time than is normally the case of the Master of Information degree that follows a Bachelor’s degree.

Students will be required to take 2.0 FTEs of Faculty of Information graduate courses during their 3rd or 4th years of their undergraduate study. The Faculty of Information guarantees that space will be available for all students admitted into the Combined program to take the required graduate courses while they are completing their undergraduate degree.

Highlights

The Combined Program will admit students in the fall of their third year (or after having completed 10.0 credits minimum) of their undergraduate study. During the conditional admission period students must maintain at least an A- average in the third and fourth years of study. After completing 12 credits, students will be eligible to take 4.0 half credit (2.0 FCE equivalent) courses at the graduate level through the Faculty of Information’s Master of Information program which will be counted toward completion of both their undergraduate Bachelor of Arts degree (B.A.) and Master of Information degree (MI). These courses will be eligible to fulfill undergraduate program requirements in the CCIT, IDM, and DEM
programs at UTM. The conditions placed on admission are those typically imposed by and are consistent with the School of Graduate Studies (SGS) policy.

Admission

Students are admitted into the UTM Bachelor of Arts (B.A.) degree. Students can register in the Communication, Culture, Information & Technology (CCIT) Major, the Interactive Digital Media (IDM) and Digital Enterprise Management (DEM) Specialist programs. Students will apply to the Combined Program during the Fall term of their third year of the B.A. program after having completed a minimum of 10 credits. Offers of admission will be conditional on maintaining at least an A- average in the third and fourth years of study. Students in the Combined Program who have accepted conditional offers of admission to the MI program will be eligible to take up to 4.0 half courses from the Master of Information courses after having completed a minimum of 12.5 credits of study in the B.A.. Students in the Combined Program will be eligible for admission to the MI concentrations in Critical Information Studies, Knowledge Management and Information Management, Information Systems and Design, Knowledge Media and Design, and Culture and Technology.

Resource Implications

Students in the Combined Program, when enrolled in the first twenty credits (required for a bachelors’ degree) of the Combined Program, would pay UTM tuition, and UTM would receive the revenues associated with their tuition and Basic Income Units (BIU) prior to the completion of their program and degree requirements for the bachelor's degree from UTM. The Faculty of Information would receive the tuition and BIUs associated with the period following upon students' completion of their degree requirements at UTM. The length of study in the Master’s program would be either 1.5 years or 2 years, depending upon the extent to which the students accelerated their progress toward the Masters of Information degree.

There are no additional space or faculty requirements to offer the Combined Program over and above those already provided for the Interactive Digital Media (IDM) program.

Admissions will be handled the Recruitment and Admissions Committee of the Faculty of Information and the CCIT, IDM and DEM programs at UTM will work together with faculty in the Faculty of Information to recruit students into the combined program, and to let prospective UTM students know about the Combined Program. UTM and the Faculty of Information will work together to schedule courses so as to allow students in the Combined Program to access the 4.0 HCE of graduate courses while completing their other program and degree requirements at UTM. Any additional administrative support will be provided by the Faculty of Information apart from the administration of admissions into the Combined program, which, as noted above, will be administered jointly by the Faculty of Information and the Institute of Communication, Culture and Information Technology.
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There has been extensive consultation between the Offices of the Dean at the University of Toronto Mississauga (UTM) & the Faculty of Information (FI). Both Dean’s Offices have reviewed, agreed upon and signed (below) this Memorandum of Understanding (MOU).

Vice-Principal and Dean Academic, UTM
Professor Amy Mullin

Date

Dean, Faculty of Information
Professor Seamus Ross

Date