



School of Graduate Studies

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To : Members of Graduate Council

From : Christina Bryce
Assistant Graduate Secretary

The next meeting of Graduate Council will be held on **Tuesday January 19th at 1:30 pm in Council Chambers (GH-111)**

Listed below are the agenda items for discussion.

Please email cbryce@mcmaster.ca if you are unable to attend the meeting.

A G E N D A

- I. Minutes of the meeting of December 8th, 2015**
- II. Business arising**
- III. Report from the Associate Vice-President and Dean of Graduate Studies**
- IV. Report from the Graduate Associate Deans**
- V. Report from the Associate Registrar and Graduate Secretary**
- VI. Report from the Assistant Dean, Graduate Student Life and Research Training**
- VII. Faculty of Social Sciences Graduate Curriculum and Policy Committee Report**
- VIII. Change to Scholarship Description**

Graduate Council
December 8th, 2015 9:30 AM
GH 111

Present: Dr. D. Welch (Chair), Ms. S. Baschiera, Dr. D. Deza, Dr. A. Roddick, Dr. E. Badone, Dr. A. Holloway, Dr. G. McClelland, Dr. E. Gedge, Dr. A. Dean, Ms. A. Ion, Mr. R. Mah, Mr. R. Morton, Dr. A. Guarne, Dr. D. Gillespie, Dr. S. McCracken, Dr. S. Streeter, Dr. M. Verma, Dr. A. Shi, Dr. P. Swett, Ms. V. Lewis, Dr. N. Agarwal, Mr. P. Self, Dr. M. Thompson, Ms. B. Gordon, Mr. M. Bui

Regrets: Dr. C. Hayward, Dr. T. Porter, Ms. C. Brown, Mr. P. DeMaio

A G E N D A

I. Minutes of the meeting of October 20th and November 17th, 2015

The minutes of the meetings of October 20th and November 17th were approved on a motion by Dr. Deza, seconded by Dr. McCracken.

II. Business arising

There was no business arising

III. Report from the Associate Vice-President and Dean of Graduate Studies

Dr. Welch reported that, in terms of Mosaic, there had been some positive developments. The School of Graduate Studies held two well-advertised sessions for students in a computer lab. The sessions included a presentation on how to understand their pay and funding and allowed students to bring along their own situations for clarification. The notes from the meeting will be made available and SGS will be holding similar sessions in January for new students. There will also be nine tutorials posted on Mosaic to help students understand their pay and funding. This will be available to everyone in the New Year. Now that Dr. Welch is part of Campus Solutions executive committee he is pleased to report that there is good knowledge with respect to graduate priorities.

In terms of approving the ability of students to find what program they would like to gain admission to there has been work done in SGS to completely re-do the website with a particular focus on the admissions interface. The SGS website has had many challenges with respect to usability. Dr. Welch invited Graduate Council members to go to gs.mcmaster.ca. The webpage had already been through a few cycles of review. He noted that it is much easier to search by faculty, degree, key words and emphasized the importance of applicants being able to find the program they were interested in. He asked council members to submit any additional suggestions they had for website improvement.

The upcoming couple of months are recruiting season. Dr. Welch noted that SGS will be working with other departments and faculties to increase recruitment. As this is the final year of McMaster's Strategic Mandate Agreement with the MTCU anything the institution fails to achieve in terms of targets this year could be locked in by provincial government for the next three years.

Dr. Welch thanked Dr. Sills for her outstanding contribution as the acting Associate Dean of Science.

IV. Report from the Graduate Associate Deans

Dr. Thompson reported that the Faculty of Engineering held a graduate retreat focused on highlighting three changes. The first change regards tuition policies as the Faculty has put in place a regulation that says all Ph.D. must be paid tuition plus 14K. They're trying to get feedback from departments to ensure they are able to manage the change and trying to find out how the Faculty can assist departments. The second change is the introduction of a proposed industrial Ph.D. option. Dr. Thompson noted that he and Ms. Baschiera were working to figure out details for individuals coming into McMaster and creating a streamlined path for them. He hoped to bring the proposal to Graduate Council in a couple of months time. The third change concerned recruitment. The Faculty is grappling with the issues of what can be done to increase domestic enrollment. They've put forth a number of fairly successful initiatives including getting their own undergraduate students more aware of what research areas are available. The Faculty is working on how to reach out beyond this campus to attract more domestic students. They plan to link their website with the new SGS admissions website. The Faculty also plans to use analytics as part of a much bigger marketing strategy so they know they're getting to the right audience.

V. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported that the heavy admissions period was about to begin. She noted that she had previously reported to Graduate Council that after the launch of Mosaic a working team was pulled together and identified 186 deficits with the admissions system. They have since made substantial gains on about 145 of these issues. Going into this next admissions period the first big improvement that will be apparent is with respect to applicant experience. Applicants will have far more ease with accessing the application itself and understanding how to apply for the program they're interested in. The next area of focus is how the program staff are able to use the system. At one point, there was no ability to print applications. Program staff can now print documents for every single applicant. Program staff has had access to 4 hours of training with SGS staff every week. The training sessions are conducted on a variety of themes. Dr. Welch noted that program staff now have ability to see who has started an application or finished an application in the previous week, which is a very important change which will assist with workflow. He also said that SGS is holding Town halls

and the drop in sessions Stephanie mentioned for staff to dig into the issues affecting their work day. Ms. Baschiera noted that desk-side service is available as well.

VI. Report from the Assistant Dean, Graduate Student Life and Research Training

Mr. Self had no report.

Ms. Gordon reported that her team had, in the late fall, piloted the scholarships and bursaries module in Mosaic for the Faculty of Business. Students were able to apply for scholarships through Mosaic. The pilot was intended to get a feel for how the module works and functions and it went very smoothly. They are in the midst of a soft launch for bursaries which will be announced to students and departments this week. There will be a slower roll out of various in-house scholarships. The module is very flexible: students express their intent to apply in the system but the documents are outside of the system and can be submitted in a number of different areas.

VII. Faculty of Business Graduate Curriculum and Policy Committee Report

Dr. Agarwal presented two changes for Graduate Council approval. The first is a proposed change to the MBA program specializations. The proposal is to discontinue offering two of those. The primary reason is the lack of demand for these two options. The program underwent an IQAP review and one of the recommendations was to streamline and rationalize the program structure and offerings. This change is a step in the right direction. Students who are currently in those specializations would be grandfathered.

The second change for approval comes from the Master of Finance program and the proposal is to add a 16 month program option. This is a course-work only program where students complete courses over three consecutive terms. The proposal is to introduce a scheduled break in the summer term for those students who would like to gain work experience. This will enhance the marketability. In more traditional graduate programs the summer term is typically used for research. As the Master of Finance is a professional program they would like to allow students gain professional experience in this time frame. Dr. Welch noted that customs and immigration Canada rules only allow them to stay over the break period if it is part of the degree. Dr. Agarwal agreed and noted that 90-95 percent of students in the program are visa students and that regulations allow them to work during a scheduled break.

A council member asked if students would be paying tuition during the break. Dr. Agarwal confirmed that they could not and that additional supplemental fees would apply.

Dr. Thompson moved and Dr. Deza seconded, 'that Graduate Council approve the curriculum changes proposed by the Faculty of Business as described in the documents.'

The motion was carried.

VIII. Faculty of Engineering Graduate Curriculum and Policy Committee Report

Dr. Thompson presented changes for two departments. Electrical and Computer Engineering proposed an updated to their comprehensive procedures. Previously it was largely review of undergraduate knowledge with some graduate course content. The program now proposes to reduce course content evaluation and broaden it so that student is pulling together a proposal in a similar manner to what they would be doing for their own research. This will allow a student to display analysis and project management skills and will allow the program to evaluate this during the examination. This is consistent with other departments.

Engineering Physics proposed a number of changes. These included the introduction of an Accelerated Option (which already exists in Chemical Engineering and Materials Science and Engineering). This option would allow an undergraduate student to take a 400/600 level course at the graduate level and receive credit for that should they go on to become a member of the grad program. This reduces the amount of time to degree completion. McMaster is in competition with other universities that offer similar accelerated options and the hope is that this will entice many undergraduate students to stay for a Masters degree. The next change proposed is an advanced credit option which is a similar idea. The difference being that the accelerated option requires students to also work on thesis project in the summer before their graduate degree. The advanced credit option would allow an undergraduate student to take a 600 level course during their undergraduate degree to count toward their Masters degree. The program also proposed reducing the number of required courses in M.A.sc. and Ph.,D and replacing Part II of their comprehensive with a thesis proposal and supervisory committee meeting.

Dr. Welch noted that it has been traditionally very difficult to have undergraduate students registered in grad courses and asked how this worked in practice.

Dr. Thompson responded that the student in question has to choose from a selected number of courses within their program. The student has to approach associate chair for permission to take the course at the graduate level and then have to go to instructor to notify them that they want to be evaluated on the 600 level. The instructor reports back that the student passed the 600 level course requirements. When that happens, a petition for credit is sent to the Associate Dean. The student will see a 'pass' on their transcript for the course in question when and if they become a grad student.

A council member asked if this means they don't go through the application process for graduate school. Dr. Thompson responded that this was absolutely not the case. Basically they just store the credit with the

associate chair and if the student does apply to the graduate program, they can petition to apply it to their record.

A council member asked for clarification on the pass/fail credit notation on the transcript. Dr. Thompson responded that it looks exactly the same as a credit would appear for a course from another university. The council member wondered if there were implications for scholarships/going on to other degrees. Dr. Thompson noted that they are aware of the potential issues but confirmed that they have thought this through. Dr. Welch responded that the student would still get the grade for the 400 course which would appear on their transcript. The council member responded that they are concerned that students aren't aware of that issue and discussed the issue of how a transcript might be evaluated at another institution. Dr. Thompson said they are aware of the issue and will be reviewing it.

Dr. Swett asked if there was a limit on the number of times a student can do this. Dr. Thompson responded that they have to do it immediately. Dr. Swett asked if a student can utilize the option more than once. Dr. Thompson responded that this wasn't the case. For the accelerated option they can 'accelerate' one course only. For the advanced credit M.Eng option its two courses. The proposal is not intended to allow students to skirt requirements, just help them to complete on time.

Dr. Deza moved and Mr. Morton seconded, 'that Graduate Council approve the curriculum changes proposed by the Faculty of Engineering as described in the documents.'

The motion was carried.

IX. Faculty of Science Graduate Curriculum and Policy Committee Report

Dr. Agarwal presented the items on Dr. Sills' behalf. The first two recommendations are from CSE – the first proposal was the cancellation of the course-based M.Sc. and M.Eng degrees and the second is a change to course requirements for the M.A.Sc. Both changes result from an IQAP review that the program underwent recently. The course-based degrees have been inactive for a number of years and the primary reason is lack of research component. The changes to course requirements for the M.A.Sc. also arise from the IQAP review. Currently the course requirements for the M.A.Sc. are a minimum of four half courses plus a thesis. The IQAP review recommended that if students came in with background which already covered the information contained in the core course, they should be able to substitute with other appropriate grad course requirement, subject to the approval of the program director.

The other item presented for Graduate Council approval is a new stream in research clinical training for the Psychology, Neuroscience and Behaviour program. This recommendation flows from an OCGS review that

the program underwent. One recommendation was to broaden the scope of Ph.D. program to allow students to broaden their training in clinical research and this stream is intended to address this. The program expects it would help grow graduate enrollment.

Dr. Welch commented that he is glad programs are not just adding, but also subtracting appropriate items

Dr. Holloway moved and Dr. Deza seconded, 'that Graduate Council approve the curriculum changes proposed by the Faculty of Science as described in the documents.'

The motion was carried.

X. Faculty of Social Sciences Graduate Curriculum and Policy Committee Report

There was some confusion regarding the items to be presented in this report. Ms. Bryce clarified that it was a report for the October items only as the November meeting items still had to go to the Faculty of Social Sciences. The item was deferred to the next meeting.

XI. Change to Scholarship Name and Description

This item was presented for information only. Ms. Gordon explained that this was not a change to the actual terms as it pertains to the student and that this sort of change happens periodically as donors change over time.

To : Graduate Council

From : Christina Bryce
Assistant Graduate Secretary

At its meeting on October 16th, 2015 the Faculty of Social Sciences Graduate Curriculum and Policy Committee approved the following recommendations.

The enclosed documents were approved by the Faculty of Social Sciences Council at its meeting on November 19th, 2015

FOR APPROVAL OF GRADUATE COUNCIL:

- **Anthropology**
 - **Change to Ph.D. Course Requirements**
 - **Change to Specialization Name**

- **Sociology**
 - **Change to Admission Requirements**
 - **Change name of Research Area and Comprehensive Examination**
 - **Revision to Calendar Copy**

FOR INFORMATION OF GRADUATE COUNCIL:

- **Anthropology**
 - **Change to Course Titles:**
 - 711 Advanced Topics in Physical Anthropology
 - 715 Readings in Physical Anthropology
 - **New Course**
 - 749 Gastronomic Heritage

- **Social Work**
 - **Change in Course Description**
 - 738 Research Methods for Social Work

 - **Change in Course Title and Course Description:**
 - 721 Community, Citizenship and Social Justice

- 737 Critical Approaches to Social Work Knowledge
- **Course Cancellation:**
 - 726 Changing Social Service Organizations: Tensions in Practice
- **New Courses**
 - 740 Changing Social Service Organizations: Implications for Workers and Service Users
 - 741 Changing Social Services, Changing Communities: Focus on Leadership
 - 742 Organizational and Social Change: Theories, Practices and Possibilities for Leadership
 - 743 Critical Approaches to Evidence and Evaluation in Social Services & Communities
 - 750 Leadership Seminar
 - 751 Leadership Practicum



RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING DEGREE PROGRAM REQUIREMENTS / PROCEDURES / MILESTONES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:			
<p>1. This form must be completed for ALL changes involving degree program requirements/procedures. All sections of this form must be completed.</p> <p>2. An electronic version of this form (must be in MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).</p> <p>3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.</p>			
DEPARTMENT	Anthropology		
NAME OF PROGRAM and PLAN	Ph.D. in Anthropology		
DEGREE	Ph.D.		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)			
Is this change a result of an IQAP review? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
CREATION OF NEW MILESTONE <input checked="" type="checkbox"/>			
CHANGE IN ADMISSION REQUIREMENTS	<input type="checkbox"/>	CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE	<input type="checkbox"/>
		CHANGE IN COURSE REQUIREMENTS	<input checked="" type="checkbox"/>
CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR	<input type="checkbox"/>	EXPLAIN:	
OTHER CHANGES	<input type="checkbox"/>	EXPLAIN:	

DESCRIBE THE EXISTING REQUIREMENT/PROCEDURE:

Students promoted from within our M.A. program (after completing coursework but before completing the thesis or MRP), are required to take a total of eight half-courses in the program over the course of their enrolment.

PROVIDE A DETAILED DESCRIPTION OF THE RECOMMENDED CHANGE (*Attach additional pages if space is not sufficient.*)

For students that have sufficient training, the possibility of starting directly on comprehensive exams would enable them to complete the program more rapidly. We would like to keep the option of taking additional course open, but allow accelerated progress for students with sufficient training and background to enable them to move directly to comprehensive exams. Suitability for this move would be determined by the supervisor in consultation with the Graduate Director and or Department Chair.

RATIONALE FOR THE RECOMMENDED CHANGE (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

For students that have sufficient training, the possibility of starting directly on comprehensive exams would allow them to complete the program more rapidly. This would enable students to complete the program with funding in place and allow them to seek employment sooner.

PROVIDE IMPLEMENTATION DATE: (*Implementation date should be at the beginning of the academic year*)

September 2016

ARE THERE ANY OTHER DETAILS OF THE RECOMMENDED CHANGE THAT THE CURRICULUM AND POLICY COMMITTEE SHOULD BE AWARE OF? IF YES, EXPLAIN.

The last three students promoted directly from the MA program have started directly on comprehensive exams, setting a strong precedent. The proposed change would simplify the procedure for future students with suitable background and training.

PROVIDE A DESCRIPTION OF THE RECOMMENDED CHANGE TO BE INCLUDED IN THE CALENDAR (please include a tracked changes version of the calendar section affected if applicable):

Students promoted from within our M.A. program (after completing coursework but before completing the thesis or MRP), ~~are required to take a total of eight half-courses in the program over the course of their enrolment.~~ may be exempt from taking any further

courses if they have sufficient training for their program of study. The supervisor will make this decision in consultation with the student and chair or Graduate director. In the rare cases in which Ph.D. students are admitted directly from a Bachelor's degree, they will normally be required to take four half-courses at the graduate level.

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Megan Brickley Email: Brickley@mcmaster.ca Extension: 24256 Date submitted:
September 21st 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

SGS/2013



RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING DEGREE PROGRAM REQUIREMENTS / PROCEDURES / MILESTONES

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DEPARTMENT	Anthropology		
NAME OF PROGRAM and PLAN	M.A. and Ph.D. in Anthropology		
DEGREE	M.A. and Ph.D. in Anthropology		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)			
Is this change a result of an IQAP review? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
CREATION OF NEW MILESTONE <input type="checkbox"/>			
CHANGE IN ADMISSION REQUIREMENTS	<input type="checkbox"/>	CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE	<input type="checkbox"/>
CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR	<input type="checkbox"/>	EXPLAIN:	
OTHER CHANGES	<input checked="" type="checkbox"/>	EXPLAIN: We would like to change the name of the specialization "Physical Anthropology" to Biological Anthropology .	

DESCRIBE THE EXISTING REQUIREMENT/PROCEDURE:

N/A

PROVIDE A DETAILED DESCRIPTION OF THE RECOMMENDED CHANGE (*Attach additional pages if space is not sufficient.*)

With developments in the field of Anthropology we feel that the word 'Biological' is more accurate and useful than the word 'Physical' in descriptions of this area of specialisation as undertaken in the department of Anthropology. We would like to replace the word Physical with Biological in the Calendar.

RATIONALE FOR THE RECOMMENDED CHANGE (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

This change just involves using a term with a wider meaning that reflects a development in this field of anthropology. It will assist with marketing of the area of specialisation and ensure that as faculty research interests develop they are encompassed by the term.

PROVIDE IMPLEMENTATION DATE: (*Implementation date should be at the beginning of the academic year*)

1st September 2016.

ARE THERE ANY OTHER DETAILS OF THE RECOMMENDED CHANGE THAT THE CURRICULUM AND POLICY COMMITTEE SHOULD BE AWARE OF? IF YES, EXPLAIN.

To keep terminology consistent the titles of two courses would also need to be changed.

711 Advanced topics in [Biological](#) ~~Physical~~ Anthropology

715 Readings in [Biological](#) ~~Physical~~ Anthropology

PROVIDE A DESCRIPTION OF THE RECOMMENDED CHANGE TO BE INCLUDED IN THE CALENDAR (please include a tracked changes version of the calendar section affected if applicable):

The M.A. program is intended to be holistic in scope, but students may specialize in any of the major fields of Anthropology, including Cultural; [Physical](#)~~Biological~~; Archaeology; Culture, Health, and Disease; and Linguistic Anthropology.

[Physical](#)~~Biological~~

[ANTHROP 705 / Advanced Skeletal Biology](#)

[ANTHROP 711 / Advanced Topics in \[Physical\]\(#\) ~~Biological~~ Anthropology](#)

[ANTHROP 715 / Readings in \[Physical\]\(#\)~~Biological~~ Anthropology](#)

Areas of Specialization

Ph.D. students conduct fieldwork in many parts of the world. The study of European societies is a new area of interest in the Department. The Department's Ph.D. students have recently engaged in research in Spain, Western Samoa, Nepal, Mesoamerica, Italy, India, Mexico, Chile, Belize, Antigua, Uganda, Zimbabwe, Argentina, the Virgin Islands, Jamaica, as well as in various provinces of Canada.

The McMaster Anthropology Department offers specializations in Archaeology, Cultural Anthropology, [Physical Biological](#) Anthropology, and Culture, Health and Disease. More specially, it defines itself in terms of topical areas and issues that its faculty and graduate students investigate. The main fields of inquiry of members of the Department include: anthropology of health, applied anthropology, archaeological history, complex societies, ethno history, indigenous studies, material culture, molecular anthropology, osteology and socio-environmental studies.

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Megan Brickley Email: Brickley@mcmaster.ca Extension: 24256 Date submitted: September 21st 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

SGS/2013



RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING DEGREE PROGRAM REQUIREMENTS / PROCEDURES / MILESTONES

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DEPARTMENT	Sociology		
NAME OF PROGRAM and PLAN	GSSMA: Socicpma; socicrma; sociomas; socithma		
DEGREE	MA_SS		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)			
Is this change a result of an IQAP review? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
CREATION OF NEW MILESTONE <input type="checkbox"/>			
CHANGE IN ADMISSION REQUIREMENTS	X	CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE	CHANGE IN COURSE REQUIREMENTS
CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR		EXPLAIN:	
OTHER CHANGES		EXPLAIN:	

DESCRIBE THE EXISTING REQUIREMENT/PROCEDURE:

The existing requirement is very restrictive and does not reflect admission decisions made by the Department.

PROVIDE A DETAILED DESCRIPTION OF THE RECOMMENDED CHANGE (*Attach additional pages if space is not sufficient.*)

The recommended change will open admission to students in other social scientific disciplines.

RATIONALE FOR THE RECOMMENDED CHANGE (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

This change reflects current admissions practices to admit students from a variety of related disciplines.

PROVIDE IMPLEMENTATION DATE: (*Implementation date should be at the beginning of the academic year*)

September 2016

ARE THERE ANY OTHER DETAILS OF THE RECOMMENDED CHANGE THAT THE CURRICULUM AND POLICY COMMITTEE SHOULD BE AWARE OF? IF YES, EXPLAIN.

no

PROVIDE A DESCRIPTION OF THE RECOMMENDED CHANGE TO BE INCLUDED IN THE CALENDAR (please include a tracked changes version of the calendar section affected if applicable):

Normally candidates for admission to the M.A. program are expected to have completed ~~work in sociology equivalent to the honours degree (57 units, including 9 units of theory and 12 units of methods)~~ an Honours degree in Sociology or related social scientific discipline.

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Tina Fetner Email: tina.fetner@mcmaster.ca Extension: 23623 Date
submitted: October 5, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

SGS/2013

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING DEGREE PROGRAM REQUIREMENTS / PROCEDURES / MILESTONES

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DEPARTMENT	Sociology		
NAME OF PROGRAM and PLAN	GSSMA: Socicpma; socicrma; sociomas; socithma GSSPH: Sociphd		
DEGREE	MA_SS; PHD_SS		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)			
Is this change a result of an IQAP review? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
CREATION OF NEW MILESTONE <input checked="" type="checkbox"/>			
CHANGE IN ADMISSION REQUIREMENTS	<input type="checkbox"/>	CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE	<input checked="" type="checkbox"/>
CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR	<input type="checkbox"/>	EXPLAIN:	
OTHER CHANGES	<input checked="" type="checkbox"/>	EXPLAIN: Revise Research area and New PhD comprehensive area to match	

DESCRIBE THE EXISTING REQUIREMENT/PROCEDURE:

Currently, the Department identifies six research areas which include the Sociology of Work. There five PhD comprehensive examinations; none cover the area of Work.

Research Areas: Gender, Sexuality and Family; Politics, Social Movements and Policy; Race, Ethnicity and Immigration; Social Inequality; Social Psychology; and Sociology of Work.

Comprehensive Examinations: Political Sociology and Social Movements; Social Inequality; Social Psychology; Sociology of Gender and Sexualities; Sociology of Race and Ethnicity

PROVIDE A DETAILED DESCRIPTION OF THE RECOMMENDED CHANGE (*Attach additional pages if space is not sufficient.*)

Change of Research Area from "Sociology of Work" to "Sociology of Work and Occupations"

Add PhD Comprehensive Examination entitled "Sociology of Work and Occupations"

RATIONALE FOR THE RECOMMENDED CHANGE (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

The new research title is reflective of current developments in Sociology and broadens the area. It also matches research interest of current faculty members as determined by an internal review of department strengths. Addition of a matching comprehensive area allows PhD students to more directly specialize in this area.

PROVIDE IMPLEMENTATION DATE: (*Implementation date should be at the beginning of the academic year*)

May 2016. We ask for a date outside the beginning of the academic year as a second year PhD student has expressed interest in writing one of his two PhD examinations in the "Sociology of Work and Occupations".

May is the last writing period of the 2015-16 academic year; delay of the start would require the student to fall behind the Calendar schedule or write an examination in an area less suited to his dissertation research.

ARE THERE ANY OTHER DETAILS OF THE RECOMMENDED CHANGE THAT THE CURRICULUM AND POLICY COMMITTEE SHOULD BE AWARE OF? IF YES, EXPLAIN.

PROVIDE A DESCRIPTION OF THE RECOMMENDED CHANGE TO BE INCLUDED IN THE CALENDAR (please include a tracked changes version of the calendar section affected if applicable):

Research in Sociology

The Department has the capability of supervising MA major papers and theses and PhD dissertations in the research areas of Gender, Sexuality and Family; Politics, Social Movements and Policy; Race, Ethnicity and Immigration; Social Inequality; Social Psychology; and Sociology of Work **and Occupations**. These areas are broadly defined and a variety of approaches and topics are possible within each. Students normally select more narrowly focused topics under the general rubric of these areas.

Comprehensive Examination

PhD candidates are required to take comprehensive examinations in two of the following areas:
Political Sociology and Social Movements; Social Inequality; Social Psychology; Sociology of Gender and Sexualities;
Sociology of Race and Ethnicity; **Sociology of Work and Occupations**.

By the end of their first year in the program, doctoral students must complete six half courses, or at least four half courses and one comprehensive exam. By the end of their second year in the program, they must complete all six half courses, both professional development courses, both comprehensive exams, and must present a satisfactory dissertation proposal.

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Tina Fetner Email: tina.fetner@mcmaster.ca Extension: 23623 Date
submitted: October 5, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

SGS/2013

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING DEGREE PROGRAM REQUIREMENTS / PROCEDURES / MILESTONES

<u>IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:</u>			
<p>1. This form must be completed for <u>ALL</u> changes involving degree program requirements/procedures. <u>All</u> sections of this form <u>must</u> be completed.</p> <p>2. An electronic version of this form (must be in MS WORD <u>not</u> PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).</p> <p>3. A representative from the department is <u>required to attend</u> the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.</p>			
DEPARTMENT	Sociology		
NAME OF PROGRAM and PLAN	GSSMA: Socicpma; socicrma; sociomas; socithma GSSPH: Sociphd		
DEGREE	MA_SS; PHD_SS		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)			
Is this change a result of an IQAP review? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
CREATION OF NEW MILESTONE <input type="checkbox"/>			
CHANGE IN ADMISSION REQUIREMENTS	<input type="checkbox"/>	CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE	<input type="checkbox"/>
CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR	<input type="checkbox"/>	EXPLAIN:	
OTHER CHANGES	<input checked="" type="checkbox"/>	EXPLAIN: Align regulations for the departments two supervised research courses (730 and 731)	

DESCRIBE THE EXISTING REQUIREMENT/PROCEDURE:

Currently, programme limits exist as to the number of Sociology 730 courses a student may take but no limits have been placed on the number of Sociology 731 courses a student may take.

Current Course Descriptions

Sociology 730 - Supervised Research Course

Directed study of a research problem through published material and/or field inquiry and/or data analysis. To be undertaken with a Sociology faculty member. Research courses undertaken with a faculty member from another department must obtain the appropriate course designation from that department. Coursework M.A. students may take this course twice in the same term.

Sociology 731 - Supervised Research Course in Sociological Approaches to Social Psychology

Directed study of a research problem in sociological social psychology through published material/or field inquiry and/or data analysis. To be undertaken with a Sociology faculty member. Research courses undertaken with a faculty member from another department must obtain the appropriate course designation from that department. Coursework MA students may take this course twice in the same term.

PROVIDE A DETAILED DESCRIPTION OF THE RECOMMENDED CHANGE (*Attach additional pages if space is not sufficient.*)

The recommended change is to apply the same enrolment limits to Sociol 731 as are already in place for Sociol 730.

RATIONALE FOR THE RECOMMENDED CHANGE (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

This change will bring consistency in the regulations between two very similar courses

PROVIDE IMPLEMENTATION DATE: (*Implementation date should be at the beginning of the academic year*)

September 2016

ARE THERE ANY OTHER DETAILS OF THE RECOMMENDED CHANGE THAT THE CURRICULUM AND POLICY COMMITTEE SHOULD BE AWARE OF? IF YES, EXPLAIN.

no

PROVIDE A DESCRIPTION OF THE RECOMMENDED CHANGE TO BE INCLUDED IN THE CALENDAR (please include a tracked changes version of the calendar section affected if applicable):

Sociology, M.A.

A. Thesis Option

A candidate must pass a minimum of four half courses and must complete and defend a satisfactory thesis based on research. Students are limited to one supervised research course ([SOCIOLOG 730, 731](#)), one 600-level half course, and one half course in another department. In the first term, the candidate must enrol in three half courses and by the end of the term, present a thesis proposal to the Department. If the proposal is approved, the candidate may then prepare a thesis. If the proposal is not approved, the student must complete the course work option.

B. Course Work Option

A candidate must pass a minimum of eight half courses. Of these, at least one half course must be a course in Sociological Theory and another half course in Sociological Methods. Students are limited to two supervised research courses ([SOCIOLOG 730, 731](#)), two 600-level half courses, and two half courses in another department. All courses will normally be completed by the end of the summer term. Students completing the Course Work or Major Research Paper program options must pass one 700-level method course, namely one of:

- [SOCIOLOG 740 / Statistical Methods for Social Research](#)
- [SOCIOLOG 742 / Qualitative Methods](#)
- [SOCIOLOG 743 / Historical Methods](#)

C. Major Research Option

A candidate must pass a minimum of six half courses and complete a satisfactory major research paper (MRP). Of the six half courses, at least one must be in a course in Sociological Theory and another in Sociological Methods. Students are limited to one 600-level half course and one course in another department. [A supervised research course \(SOCIOLOG 730, 731\)](#) may not be used to complete the course requirements. In the first term, the candidate must enrol in three half courses and by the end of the term, present a proposal for the MRP to the Department. If the proposal is approved, the candidate may then prepare a MRP. If the proposal is not approved, the student must complete the course work option. Courses will normally be completed through September-April, while the MRP will be completed through the summer. Students completing the Course Work or Major Research Paper program options must pass one 700-level method course, namely one of:

- [SOCIOLOG 740 / Statistical Methods for Social Research](#)
- [SOCIOLOG 742 / Qualitative Methods](#)
- [SOCIOLOG 743 / Historical Methods](#)

Sociology, Ph.D

Additional Information

In addition to the theory and methods requirements, all Ph.D. students must take at least three regularly scheduled 700-level half courses. Other than SOCIOLOG 6Z03, no 600-level courses are permitted. Students are limited to one supervised research course ([SOCIOLOG 730, 731](#)) and two half courses in another department. Students who have completed a Sociology course work Master's program at McMaster may petition the Department Graduate Committee on a case-by-case basis for greater flexibility.

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Tina Fetner Email: tina.fetner@mcmaster.ca Extension: 23623 Date submitted:
October 5, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies,
cbryce@mcmaster.ca

SGS/2013



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES & MILESTONES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT		Anthropology		
COURSE TITLE		Advanced topics in Physical Anthropology		
COURSE NUMBER	711	COURSE CREDIT		
		6 Unit Course ()	3 Unit Course (X)	1.5 Unit Course ()
INSTRUCTOR(S)	Various			
REQUISITE(S) <small>(Pre/Co/Anti or program enrollment requirement)</small>	None			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
Is this change a result of an IQAP review? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
NEW COURSE		DATE TO BE OFFERED (FOR NEW COURSES ONLY):	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
WILL THE COURSE BE <u>CROSS-LISTED (COMBINED SECTIONS)</u> WITH ANOTHER DEPARTMENT? IF YES, PLEASE NOTE WHICH DEPARTMENT:				
ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.				
*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:				
CHANGE IN COURSE TITLE	X	PROVIDE THE NEW COURSE TITLE: Advanced topics in Biological Anthropology		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form		

COURSE CANCELLATION	<p>PROVIDE THE REASON FOR COURSE CANCELLATION:</p> <p>N/A</p> <p>PLEASE NOTE: CROSS-LISTED (COMBINED SECTIONS) COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.</p>
OTHER CHANGES	<p>EXPLAIN: No change from original submission.</p>
<p>BRIEF COURSE DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar.</p> <p>No change from original submission.</p>	
<p>CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.</p> <p>No change from original submission.</p>	

<p>1. STATEMENT OF PURPOSE (How does the course fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review (if applicable)?)</p> <p>N/A</p>
<p>2. EXPECTED ENROLMENT:</p> <p>5-10 students.</p>
<p>3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars):</p> <p>No change from original submission.</p>
<p>4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc. Please also note if a lab or tutorial will be included.)</p> <p>No change from original submission.</p>

**5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT?
IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).**

No

**6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE
SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?**

N/A

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Megan Brickley Email:Brickley@mcmaster.ca Extension: 24257 Date submitted: 21st September 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies,
cbryce@mcmaster.ca.

SGS /2015



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES & MILESTONES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT		Anthropology		
COURSE TITLE		Readings in Physical Anthropology		
COURSE NUMBER	715	COURSE CREDIT		
		6 Unit Course ()	3 Unit Course (X)	1.5 Unit Course ()
INSTRUCTOR(S)	Various			
REQUISITE(S) <small>(Pre/Co/Anti or program enrollment requirement)</small>	None			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
Is this change a result of an IQAP review? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
NEW COURSE		DATE TO BE OFFERED (FOR NEW COURSES ONLY):	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
WILL THE COURSE BE <u>CROSS-LISTED (COMBINED SECTIONS)</u> WITH ANOTHER DEPARTMENT? IF YES, PLEASE NOTE WHICH DEPARTMENT:				
ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.				
*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:				
CHANGE IN COURSE TITLE	X	PROVIDE THE NEW COURSE TITLE: Readings in Biological Anthropology		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form		

COURSE CANCELLATION	<p>PROVIDE THE REASON FOR COURSE CANCELLATION:</p> <p>N/A</p> <p>PLEASE NOTE: CROSS-LISTED (COMBINED SECTIONS) COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.</p>
OTHER CHANGES	<p>EXPLAIN: No change from original submission.</p>
<p>BRIEF COURSE DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar.</p> <p>A seminar in which special topics in biological anthropology are discussed.</p>	
<p>CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.</p> <p>No change from original submission.</p>	

<p>1. STATEMENT OF PURPOSE (How does the course fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review (if applicable)?)</p> <p>N/A</p>
<p>2. EXPECTED ENROLMENT:</p> <p>5-10 students.</p>
<p>3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars):</p> <p>No change from original submission.</p>
<p>4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc. Please also note if a lab or tutorial will be included.)</p> <p>No change from original submission.</p>

**5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT?
IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).**

No

**6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE
SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?**

N/A

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Megan Brickley Email:Brickley@mcmaster.ca Extension: 24257 Date submitted: 21st September 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies,
cbryce@mcmaster.ca.

SGS /2015



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		Anthropology		
COURSE TITLE		Gastronomic Heritage		
COURSE NUMBER	749	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)	Dr. Shanti Morell-Hart			
PREREQUISITE(S)	n/a			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input checked="" type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY): 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>Will the course be <u>Cross-listed</u> with another department? No If Yes, please note which department:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE		Provide the NEW COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form		
CHANGE TO FULL COURSE		CHANGE TO HALF COURSE		CHANGE TO QUARTER COURSE

COURSE CANCELLATION	<p>PROVIDE THE REASON FOR COURSE CANCELLATION:</p> <p>PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.</p>
OTHER CHANGES	<p>EXPLAIN: This has previously been taught in Anthro 711. Moving forward we would like to have this as its own course with a specific course number.</p>
<p>BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar.</p> <p>In this course, we will address relationships between food history and gastronomic heritage, drawing on examples from around the world and across media, including key anthropological texts, cookbooks, international policy reports, and even video game representations. We will assess culinary dimensions considered "traditional" by communities and government agencies, the archaeological and historical sources of such narratives, and impacts of gastronomic heritage on modern practices, identities, and economies.</p>	
<p>CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.</p> <p>In the course we address the ways that food is the backbone of society, sociability, and economy. We will also consider how food marks social differences, boundaries, bonds and contradictions. Issues of identity will be explored through the lens of foodways, considering how acts of eating are performances of ethnicity, family, community and self-identity. We will critically address how food history is used to legitimate claims, transform practices, and re-affirm social ties.</p> <p>Key texts:</p> <p><i>Food and Culture: A Reader</i> (2013), edited by C. Counihan and P. Van Esterik. Routledge, London, UK.</p> <p><i>Edible Identities: Food as Cultural Heritage</i> (2014), edited by R. L. Brulotte and M. A. Di Giovine, pp. 219-229. Ashgate, Burlington, VT.</p> <p><i>Race and the Archaeology of Identity</i> (2001), edited by C. E. Orser, pp. 88–107. University of Utah Press, Salt Lake City, UT.</p> <p><i>Understanding the Politics of Heritage</i> (2010), edited by R. Harrison, pp. 5-42. Manchester University Press, Manchester, United Kingdom.</p> <p>Nabhan, Gary Paul (2013) Reconnecting the Health of the People with the Health of the Land. In <i>Food, Genes, and Culture: Eating Right for your Origins</i>. Island Press, Washington, DC.</p> <p>Weismantel, Mary J. (1988) <i>Food, Gender, and Poverty in the Ecuadorian Andes</i>. University of Pennsylvania Press, Philadelphia.</p>	

<p>1. STATEMENT OF PURPOSE (How does the course fit into the department's program?)</p> <p>A number of scholars (faculty and grad students) in the department are engaged with heritage studies, issues of identity, and studies of foodways, health, and nutrition. This class is a nexus of these interests, using a variety of readings from across anthropological subdisciplines and drawing critical connections with external disciplines.</p>
<p>2. EXPECTED ENROLMENT: 5-10</p>



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Research Methods for Social Work		
COURSE NUMBER	738	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)		Various		
PREREQUISITE(S)		Co-requisite: 737		
ENROLLMENT REQUIREMENT		Must be enrolled in Graduate Plan in <i>Critical Analysis of Social Work</i> .		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE		DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? NO If YES, PLEASE NOTE WHICH DEPARTMENT:				
ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.				
*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:				
CHANGE IN COURSE TITLE		PROVIDE THE NEW COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		X	600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form	
CHANGE TO FULL COURSE			CHANGE TO HALF COURSE	CHANGE TO QUARTER

				COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.			
OTHER CHANGES		EXPLAIN:			
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. This course draws on conceptual frameworks outlined in SW737 to develop students' capacities to undertake critical social work research. The course addresses research design, research ethics, and methods commonly used in practice and policy related research. Attention will also be paid to power relations in knowledge production and communication, and reflexivity in the research process.					
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. The course description is changed to reflect new directions in the course. We intend for it to more directly support students' thesis projects. In addition to an overview of methods (tied to a range of methodologies) and of ethical considerations, the course supports students to develop a research plan and plan their ethics applications. Core texts: Mason, J. (2002). <i>Qualitative Researching</i> (2nd ed.). London: Sage Publications; and custom courseware.					

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) The course is required for students in our thesis-based MSW stream (MSW: Critical Analysis of Social Work).
2. EXPECTED ENROLMENT: approx 15
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of the required weekly readings, as well as issues that arise in the design and conduct of students' studies. Students are expected to and take an active and constructive part in the class discussion.
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) Major assignment includes a letter of information and consent (towards students' REB applications), and data generation tool, with accompanying reflective paper.

**5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT?
IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).**

No.

**6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE
SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?**

N/A.

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies,
cbryce@mcmaster.ca.
SGS /2013



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Community, Citizenship and Social Justice		
COURSE NUMBER	721	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)		Various		
PREREQUISITE(S)		N/A		
ENROLLMENT REQUIREMENT		Must be enrolled in Graduate Plan in Critical Analysis of Social Work OR Graduate Plans in Critical Leadership in Social Services and Communities.		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? NO IF YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE	<input checked="" type="checkbox"/>	PROVIDE THE NEW COURSE TITLE: CHANGING COMMUNITIES: TENSIONS AND POSSIBILITIES FOR CITIZENSHIP AND SOCIAL JUSTICE		
CHANGE IN COURSE DESCRIPTION	<input checked="" type="checkbox"/>	600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form		

CHANGE TO FULL COURSE			CHANGE TO HALF COURSE		CHANGE TO QUARTER COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.				
OTHER CHANGES		EXPLAIN:				
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. Considers how contemporary social, political and economic changes shape constraints and possibilities for enhancing social justice through grassroots organizing, (self-)advocacy, alliance-building, and community based research. The course examines theories and practices of community and citizenship in Canada and how notions of togetherness, common interests, active citizenship and rights and responsibilities are constituted, enacted, practiced and challenged in the community.						
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. The course description and title are changed to more accurately reflect new directions in the course, and particularly to make visible its relevance to our new MSW stream.						

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) The course fits into both the existing and new MSW streams. For the new MSW (Critical Leadership in Social Services and Communities) it addresses a key context of leadership practice - communities and community-based organizations. For the existing MSW (Critical Analysis of Social Work) it is an elective available to students with a research focus on community-based social work.
2. EXPECTED ENROLMENT: approx 16
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of the required weekly readings and students are expected to and take an active and constructive part in the class discussion.
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) Major paper is a case study of a present-day popular attempt (successful or not) to form new or alternative policy on the municipal, provincial, federal or international level. The paper must include a clear discussion of the context of the movement, including how contemporary social, political and economic forces shape community and movement objectives, goals and tactics.
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE

SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?

N/A.

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies,
cbryce@mcmaster.ca.
SGS /2013



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Critical Approaches to Social Work Knowledge		
COURSE NUMBER	737	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)		Various		
PREREQUISITE(S)		Co-requisite: 738		
ENROLLMENT REQUIREMENT		Must be enrolled in Graduate Plan in <i>Critical Analysis of Social Work</i> .		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE		DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? NO IF YES, PLEASE NOTE WHICH DEPARTMENT:				
ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.				
*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:				
CHANGE IN COURSE TITLE	X	PROVIDE THE NEW COURSE TITLE: Critical Approaches to Social Work Research		
CHANGE IN COURSE DESCRIPTION		X	600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form	
CHANGE TO FULL COURSE			CHANGE TO HALF COURSE	CHANGE TO QUARTER

				COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.			
OTHER CHANGES		EXPLAIN:			
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. <p>The goal of this course is to develop a conceptual basis for critical social work research through exploration of theories of knowledge (epistemology) as they relate to students' emerging research questions. In the early part of the course students will frame and articulate their research focus. The latter part of the course offers intellectual and practical support for students as they undertake their thesis research with the guidance of their supervisors.</p>					
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. <p>The course description and title are changed to more accurately reflect new directions in the course. We have formulated the course to more directly support students in articulating a theoretical framework for their thesis studies, and to provide a course-based resource to students as they conduct their thesis studies.</p> <p>Core texts:</p> <p>Kreuger, L. W. & Neuman, W. L. (2006). <i>Social Work Research Methods: Qualitative and Quantitative Applications</i>. Boston: Pearson Education, Inc.</p> <p>Mason, J. (2002). <i>Qualitative Researching</i> (2nd ed.). London: Sage Publications.</p>					

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) The course is required for students in our thesis-based MSW stream (MSW: Critical Analysis of Social Work).
2. EXPECTED ENROLMENT: approx 15
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of the required weekly readings and students are expected to and take an active and constructive part in the class discussion. In the latter part of the course students are expected to bring dilemmas encountered in their research for discussion, analysis and reflection, and to contribute to other students' working through of research-related processes.

4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the Extra Work to be required of graduate students, i.e., exams, essays, etc.)

Major paper is a theoretically-grounded articulation of a research focus and initial design.

5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).

No.

6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?

N/A.

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca.

SGS /2013



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Changing Social Service Organizations: Tensions in Practice		
COURSE NUMBER	726	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)		Various		
PREREQUISITE(S)		N/A		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY):	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? NO IF YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE	<input type="checkbox"/>	PROVIDE THE NEW COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form		
CHANGE TO FULL COURSE		<input type="checkbox"/>	CHANGE TO HALF COURSE	<input type="checkbox"/>
			CHANGE TO QUARTER COURSE	<input type="checkbox"/>

COURSE CANCELLATION	X	PROVIDE THE REASON FOR COURSE CANCELLATION: In the program's new graduate diploma and MSW stream (<i>Critical Leadership in Social Services & Communities</i>), some of the material previously covered in this course will be integrated into SW740 (a new course).
OTHER CHANGES		EXPLAIN:
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar.		
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.		

<p>1. STATEMENT OF PURPOSE (How does the course fit into the department's program?)</p> <p>Students in the new Diploma Program, new MSW stream in <i>Critical Leadership in Social Services & Communities</i> , and current MSW stream in <i>Critical Analysis</i> must take one of two courses that consider specific contexts of social work practice: institutional contexts (SW740) or community contexts (SW721).</p>
<p>2. EXPECTED ENROLMENT:</p>
<p>3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars):</p>
<p>4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (<u>percentage breakdown, if possible</u>): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.)</p>
<p>5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).</p>
<p>6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?</p>
<p>PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:</p> <p>Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015</p>

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca.



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Changing Social Service Organizations: Implications for Workers and Service Users		
COURSE NUMBER	740	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)	Various			
PREREQUISITE(S)	N/A			
ENROLLMENT REQUIREMENT	Must be enrolled in Graduate Plan in Critical Analysis OR Graduate Plans in Critical Leadership in Social Services and Communities.			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input checked="" type="checkbox"/>	DATE TO BE OFFERED (FOR <u>NEW</u> COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? NO IF YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE		PROVIDE THE NEW COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form		

CHANGE TO FULL COURSE		CHANGE TO HALF COURSE		CHANGE TO QUARTER COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.			
OTHER CHANGES		EXPLAIN:			
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. Examines the broad contextual forces shaping practitioners' work lives and practices: ongoing economic globalization; welfare restructuring and the erosion of social programs; the rise of managerialism and imperatives towards individual responsibility. Explores how these forces are embedded in everyday work relations and the social organization of direct practice, including such areas as recording, documentation, accountability mechanisms and risk management. Identifies the tensions and dilemmas generated by these organizing forces for practitioners, citizens and service users.					
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. Students will understand how contemporary social, political and economic forces are (re)shaping social services and community work. Key readings: Munro, E. (2004). The Impact of Audit on Social Work Practice. <i>British Journal of Social Work</i> 34 (8): 1075-1095. Aronson, J. (2006). Silenced Complaints, Suppressed Expectations: The Cumulative Effects of Home Care Rationing. <i>International Journal of Health Services</i> 36 (3): 535-556. Globerman, J. White, J. and McDonald, G. (2002). Social Work in Restructuring Hospitals: Program Management Five Years Later. <i>Health and Social Work</i> 27(4): 274-283. Baines, D., Charlesworth, S., Turner, D., & O'neill, L. (2014). Lean social care and worker identity: The role of outcomes, supervision and mission. <i>Critical Social Policy</i> , 34(4), 433–453. http://doi.org/10.1177/0261018314538799					

<p>1. STATEMENT OF PURPOSE (How does the course fit into the department's program?)</p> <p>Students in the new Diploma Program, new MSW stream in <i>Critical Leadership in Social Services & Communities</i> must take one of two courses that consider specific contexts of social work practice: this course, SW 740, considers institutional contexts (SW 721 considers community contexts). SW 740 will also be an elective for students in the current MSW stream in <i>Critical Analysis</i>.</p>
<p>2. EXPECTED ENROLMENT:</p> <p>Approx 16.</p>

3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars):

This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of the required weekly readings and students are expected to and take an active and constructive part in the class discussion.

4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the Extra Work to be required of graduate students, i.e., exams, essays, etc.)

Major paper focuses on a specific sector or setting with which the student is familiar, examining how the restructuring of social and community programs is (re)shaping work and interpersonal practices, and considering implications for identities and entitlements of workers and users of service in that sector.

5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).

No.

6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?

N/A.

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca.



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Changing Social Services, Changing Communities: Focus on Leadership		
COURSE NUMBER	741	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)	Various			
PREREQUISITE(S)	N/A			
ENROLLMENT REQUIREMENT	Must be enrolled in Graduate Plans in <i>Critical Leadership in Social Services and Communities</i> .			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input checked="" type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? NO IF YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE		PROVIDE THE NEW COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (<i>Undergraduate course for graduate credit</i>) Please see #4 on page 2 of this form		

CHANGE TO FULL COURSE		CHANGE TO HALF COURSE		CHANGE TO QUARTER COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.			
OTHER CHANGES		EXPLAIN:			
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. <p>This course considers themes of audit and accountability mechanisms, risk management, performance measures, governance and funding arrangements, and the regulation of advocacy, in relation to social service and community leadership. Explores how broad contextual forces, particularly the rise of managerialism and the importing of business models into public service delivery and community-based initiatives, shape organizational cultures and practices of management and supervision. Identifies and explores the impacts, tensions and dilemmas generated by these organizing forces for leaders who have commitments to care and justice, and considers ways to build ethical reflexivity into leadership practice.</p>					
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. <p>Students will demonstrate a capacity to understand how contemporary social forces shape leadership and leadership practices in social and community services, and identify, analyze and convey how justice-oriented leaders (can) create space for alternatives.</p> <p>Key readings:</p> <p>Aronson, J., & Smith, K. (2010). Managing restructured social services: Expanding the social? <i>British Journal of Social Work</i>, 40(2), 530–547.</p> <p>Buchbinder, E., & Siman, L. (2013). Between the cultural and the professional in management: The experiences of Arab public welfare agency managers in Israel. <i>Journal of Social Work</i>, 14(4), 341–359. http://doi.org/10.1177/1468017313477831</p> <p>Beddoe, L. (2010). Surveillance or reflection: Professional supervision in ‘the risk society’. <i>British Journal of Social Work</i> 40(4), 1279-1296.</p> <p>Aronson, J. and Smith, K. (2011). Identity Work and Critical Social Service Management: Balancing on a Tightrope? <i>British Journal of Social Work</i> 41: 432-448.</p> <p>Bolton, S. C. (2005). “Making up” managers: the case of NHS nurses. <i>Work, Employment & Society</i>, 19(1), 5–23. http://doi.org/10.1177/0950017005051278</p> <p>Healy, K. (2006). Managing Human Services in a Market Environment : What Role for Social Workers ?, (2002), 527–540.</p>					

<p>1. STATEMENT OF PURPOSE (How does the course fit into the department's program?)</p> <p>The course fits into both the new stream in the MSW program, and the new graduate diploma. In both it provides analysis of leadership dilemmas and possibilities in the context of contemporary changes in social and health services.</p>
<p>2. EXPECTED ENROLMENT:</p> <p>18</p>
<p>3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars):</p> <p>This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of the required weekly readings and students are expected to and take an active and constructive part in the class discussion.</p>
<p>4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.)</p> <p>Analysis of leadership case studies presented by course guests with reference to knowledge in coursework.</p> <p>Presentation focused on specific sector or setting, focused on how the restructuring of social and community programs is (re)shaping governance in that setting; identify implications for leadership practice (constraints and possibilities).</p>
<p>5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).</p> <p>No.</p>
<p>6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?</p> <p>N/A.</p>
<p>PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:</p> <p>Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015</p>

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca.



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Organizational and Social Change: Theories, Practices and Possibilities for Leadership		
COURSE NUMBER	742	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)	Various			
PREREQUISITE(S)	N/A			
ENROLLMENT REQUIREMENT	Must be enrolled in Graduate Plans in <i>Critical Leadership in Social Services and Communities</i> .			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input checked="" type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? No If YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE		PROVIDE THE NEW COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (<i>Undergraduate course for graduate credit</i>) Please see #4 on page 2 of this form		

CHANGE TO FULL COURSE		CHANGE TO HALF COURSE		CHANGE TO QUARTER COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.			
OTHER CHANGES		EXPLAIN:			
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. This course draws on justice-oriented (feminist, Indigenous, post-heroic etc) approaches to analyzing and facilitating change in social services and communities. Considers possibilities and strategies for challenging and resisting oppressive structural arrangements, for using opportunities to promote the interests of service users and marginalized communities, for working toward equitable organizational practices, and for improving working environments. Course themes include justice-oriented governance; practices for building humane organizational cultures (including supervision practices, and practices that welcome diversity and difference); communications (internal and external, including technology and social media, and questions of influence and persuasion); collaborations across agencies and sectors; policy frameworks and processes (including relations with government).					
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. Students will understand a range of theories of critical leadership and of social / organizational change, and the importance of aligning theories with contexts. Key readings: Fletcher, J. K. (2004). The paradox of postheroic leadership: An essay on gender, power, and transformational change. <i>The Leadership Quarterly</i> , 15(5), 647–661. http://doi.org/10.1016/j.leaqua.2004.07.004 Julien, M., Wright, B., & Zinni, D. M. (2004). Songs from the Circle: Leadership Lessons Learned from Aboriginal Leaders. <i>Unpublished Manuscript</i> , (905). Retrieved from http://onlinelibrary.wiley.com/doi/10.1002/cbdv.200490137/abstract Painter-Morland, M., & Deslandes, G. (2013). Gender and visionary leading: rethinking “vision” with Bergson, Deleuze and Guattari. <i>Organization</i> , 21(6), 844–866. http://doi.org/10.1177/1350508413488636 Tomkins, L., & Simpson, P. (2015). Caring Leadership: A Heideggerian Perspective. <i>Organization Studies</i> . http://doi.org/10.1177/0170840615580008 Sutherland, N., Land, C., & Böhm, S. (2014). Anti-leaders(hip) in Social Movement Organizations: The case of autonomous grassroots groups. <i>Organization</i> , 21(6), 759–781. Gunter, H. (2009). Critical approaches to leadership in education. <i>The Journal of Educational Enquiry</i> , 2(2), 94–108. Retrieved from http://ojs.unisa.edu.au/index.php/EDEQ/article/viewFile/583/455					

<p>1. STATEMENT OF PURPOSE (How does the course fit into the department's program?)</p> <p>This new course sets the theoretical stage for students to address the complexity of (their own) leadership knowledge: to reflect carefully and critically on specific leadership practices in relation to the social forces operating in their settings at this point in time, to articulate the broad implications of their and others' actions, and to deliberately consider alternative approaches and interpretations.</p> <p>Students in the new Diploma Program, and new MSW stream in <i>Critical Leadership in Social Services & Communities</i>, must take this core course.</p>
<p>2. EXPECTED ENROLMENT:</p> <p>18</p>
<p>3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars):</p> <p>This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of the required weekly readings and students are expected to and take an active and constructive part in the class discussion.</p>
<p>4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.)</p> <p>Major paper outlines two or three leadership / change theories (situated in knowledge paradigms); uses theory to reflect on their own practice and observation of leadership in social services and communities; outlines resonance and dissonance of theory, limits, points of debate and tensions.</p>
<p>5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).</p> <p>No.</p>
<p>6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?</p> <p>N/A.</p>
<p>PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:</p> <p>Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015</p>

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca.



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Critical Approaches to Evidence and Evaluation in Social Services & Communities		
COURSE NUMBER	743	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)	Various			
PREREQUISITE(S)	N/A			
ENROLLMENT REQUIREMENT	Must be enrolled in Graduate Plans in Critical Leadership in Social Services and Communities.			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input checked="" type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? No If YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE		PROVIDE THE <u>NEW</u> COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (Undergraduate course for graduate credit) Please see #4 on page 2 of this form		
CHANGE TO FULL COURSE		CHANGE TO HALF COURSE	CHANGE TO QUARTER	

				COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.			
OTHER CHANGES		EXPLAIN:			
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. Discourses of evidence-based practice increasingly permeate social services, and audit technologies abound. This course explores discourses of research and accountability as they relate to practice in social services and communities. It also prepares students to conduct critical evaluation a variety of settings. It supports students to examine the evaluation practices of a particular social service or community setting: to apply conceptual frameworks about evidence and accountability to the reporting requirements the agency engages and to the measures used to define success; and, drawing on literature in the field, to propose justice-focused improvements or alternatives.					
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. Students will be able to apply critical conceptual frameworks about evidence and accountability to research and evaluation practices in social services and communities, and to generate and communicate multiple possibilities for justice-oriented alternatives or improvements. Key readings: Burns, S. & Cupitt, S. (2003). <i>Managing Outcomes; a guide for homelessness organizations</i> . Charities Evaluation Services. Campbell, R., Dorey, H., Naegeli, M., Grubstein, L. K., Bennett, K. K., & Bonter, F. (2004). An empowerment evaluation model for sexual assault programs: Empirical evidence of effectiveness. <i>American Journal of Community Psychology</i> , 34(3-4), 251-262. Cartland, J., Ruch-Ross, H. S., Mason, M., & Donohue, W. (2008). Role sharing between evaluators and stakeholders in practice. <i>American Journal of Evaluation</i> , 29(4), 460-477. Centre for what Works. (2009). <i>Performance Measurement Toolkit for Nonprofits and Funders</i> . Cortis, N. (2007). What do service users think of evaluation? Evidence from family support. <i>Child and Family Social Work</i> , 12(4), 399-408. Davies, R. & Dart, J. (2005). <i>The 'Most Significant Change' (MSC) Technique; A guide to its use</i> . Care International. Gorman, D. M., Conde, E., & Huber, J. C., Jr. (2007). The creation of evidence in 'evidence-based' drug prevention: A critique of the strengthening families program plus life skills training evaluation. <i>Drug and Alcohol Review</i> , 26(6), 585-593. Hendricks, M., Plantz, M. C., & Pritchard, K. J. (2008). Measuring Outcomes of United Way-funded programs: Expectations and reality. <i>New Directions for Evaluation</i> , (119), 13-35. Meagher, S. (2008). <i>Measuring Success; Evaluation Strategies for Drop-In Settings</i> . Public Interest Strategy and Communications. Shaw, I., Greene, J., & Melvin, M. (2006) <i>The Sage Handbook of Evaluation</i> . Sage Publications.					

Taylor, D. (2006). Critical policy evaluation and the question of values: a psychosocial approach. *Critical Social Policy* 26(1), 243-267.

Tilbury, C. (2004). The influence of performance measurement on child welfare policy and practice. *The British Journal of Social Work*, 34(2), 225-241.

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?)

This new course requires students to consider critical approaches to evidence and evaluation, a key feature of contemporary leadership.

Students in the new Diploma Program, and new MSW stream in *Critical Leadership in Social Services & Communities*, must take this core course. Students in the current MSW stream (*Critical Analysis*) may take this course for elective credit.

2. EXPECTED ENROLMENT:

Approx 18

3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars):

This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of the required weekly readings and students are expected to and take an active and constructive part in the class discussion.

4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the Extra Work to be required of graduate students, i.e., exams, essays, etc.)

Major paper involves analysis of research/ evaluation/ accountability requirements and practices in a setting with which student is familiar.

Presentation that applies critical conceptual frameworks to these requirements and practices: identifying contradictions, limits in relation to justice agenda; proposes alternative practices.

5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).

No.

6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?

N/A.

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca.

SGS /2013



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	School of Social Work		
COURSE TITLE	Leadership Seminar		
COURSE NUMBER	750	COURSE CREDIT	
		FULL COURSE ()	HALF COURSE (X)
INSTRUCTOR(S)	Various		
PREREQUISITE(S)	Co-requisite: 751		
ENROLLMENT REQUIREMENT	Must be enrolled in Graduate Plan in MSW (<i>Critical Leadership in Social Services & Communities</i>)		
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)			
NEW COURSE	<input checked="" type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? NO IF YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>			
CHANGE IN COURSE TITLE		PROVIDE THE NEW COURSE TITLE:	
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (<i>Undergraduate course for graduate credit</i>) Please see #4 on page 2 of this form	

CHANGE TO FULL COURSE			CHANGE TO HALF COURSE		CHANGE TO QUARTER COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.				
OTHER CHANGES		EXPLAIN:				
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. This course supports students to integrate their academic and theoretical work with their leadership practice experience. Students' experiences, observations and actions in their practicums will become topics for reflection and examination in this seminar, with theory and concepts from coursework brought to bear on specific aspects of their evolving leadership practice. Students' critical reflexivity about their identities and positions as leaders will be a particular focus of discussion.						
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. This course aims to help students to integrate their academic and theoretical work with practice experience.						

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) Students in the new MSW stream in <i>Critical Leadership in Social Services & Communities</i> , must take this seminar course at the same time as SW751 leadership practicum. Students' experiences, observations and actions in their practicums will become topics for reflection and examination in this seminar.
2. EXPECTED ENROLMENT: 10
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): This is a seminar course. The instructor will guide and facilitate students to engage in critical discussion of practicum experiences and required weekly readings and students are expected to and take an active and constructive part in the class discussion.
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) Major assignment is a reflection paper that brings theory and concepts from coursework to bear on a specific aspect of students' evolving leadership practice.

**5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT?
IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).**

No.

**6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE
SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?**

N/A.

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 29, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies,
cbryce@mcmaster.ca.

SGS /2013



SCHOOL OF GRADUATE STUDIES

RECOMMENDATION FOR CHANGE IN GRADUATE CURRICULUM - FOR CHANGE(S) INVOLVING COURSES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for ALL course changes. Sections of this form pertaining to your requested change must be completed.
2. An electronic version of this form (must be MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies.
3. A representative from the department/program is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM		School of Social Work		
COURSE TITLE		Leadership Practicum		
COURSE NUMBER	751	COURSE CREDIT		
		FULL COURSE ()	HALF COURSE (X)	QUARTER (MODULE) ()
INSTRUCTOR(S)	Various			
PREREQUISITE(S)				
COREQUISITE	SW750			
Enrollment Requirement	Must be enrolled in MSW (<i>Critical Leadership in Social Services & Communities</i>)			
NATURE OF RECOMMENDATION (PLEASE CHECK APPROPRIATE BOX)				
NEW COURSE	<input checked="" type="checkbox"/>	DATE TO BE OFFERED (FOR NEW COURSES ONLY): September 1, 2016	WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL?	
<p>WILL THE COURSE BE <u>CROSS-LISTED</u> WITH ANOTHER DEPARTMENT? NO IF YES, PLEASE NOTE WHICH DEPARTMENT:</p> <p>ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES WRITTEN APPROVAL FROM <u>EACH</u> DEPARTMENT AND FACULTY CONCERNED. IF YOU WOULD LIKE TO REMOVE A CROSS-LISTING YOU MUST INCLUDE A WRITTEN EXPLANATION AGREED UPON BY BOTH DEPARTMENTS AFFECTED.</p> <p>*FOR ALL NEW CROSS-LISTINGS PLEASE NOTE WHICH DEPARTMENT OWNS THE COURSE:</p>				
CHANGE IN COURSE TITLE		PROVIDE THE NEW COURSE TITLE:		
CHANGE IN COURSE DESCRIPTION		600-LEVEL COURSE (<i>Undergraduate course for graduate credit</i>) Please see #4 on page 2 of this form		

CHANGE TO FULL COURSE			CHANGE TO HALF COURSE		CHANGE TO QUARTER COURSE	
COURSE CANCELLATION		PROVIDE THE REASON FOR COURSE CANCELLATION: PLEASE NOTE: CROSS-LISTED COURSES CAN ONLY BE CANCELLED BY THE DEPARTMENT WHO OWNS THE COURSE.				
OTHER CHANGES		EXPLAIN:				
BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description (<i>maximum 6 lines</i>) to be included in the Graduate Calendar. Each student will have a leadership practicum in a social service agency or community organization. Students will take on a leadership project - for example, lead the development of a new policy, move a service initiative forward, or explore and provide recommendations about how a community need might be better met. Field instruction will be provided by a social worker who holds an MSW degree. Students' experiences, observations and actions in the practicum setting will become topics for reflection in the accompanying seminar . The practicum will be 450 hours long (this number of hours is required for accreditation by the Canadian Association for Social Work Education).						
CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used. To develop their analytic and practical capacities for leadership, students undertake a leadership project in a social service or community agency. In the field setting they are mentored and supervised by an MSW-prepared field supervisor. Students' experiences, observations and actions in the practicum setting will become topics for reflection in the accompanying seminar (led by a faculty member).						

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) Students in the new MSW stream in <i>Critical Leadership in Social Services & Communities</i> , must take this practicum along with the leadership seminar (SW750). The placement is not work-study, nor a co-op, nor an internship; rather it is a field placement that is guided by educational objectives.
2. EXPECTED ENROLMENT: 10
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): This is a field practicum. This placement consists of 450 hours and involves students going to social work settings where they are instructed by qualified and approved MSW field instructors.

4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION (percentage breakdown, if possible): (For 600-level course, indicate the Extra Work to be required of graduate students, i.e., exams, essays, etc.)

The placement is evaluated on a pass/ fail basis; evaluation criteria are developed in dialogue between the student, field instructor, and seminar leader, and documented prior to the practicum.

5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S).

No.

6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED?

N/A.

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Chris Sinding Email: sinding@mcmaster.ca Extension: 22740 Date submitted: September 30, 2015

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca.

Scholarship Change to Terms

- 1) The current terms for the Joan Heimbecker Memorial Scholarship are:

The Joan Heimbecker Memorial Scholarship

The Joan Heimbecker Memorial Scholarship was established in 1994 through funds donated in memory of Joan Heimbecker, a graduate student in **Human Biodynamics**. The scholarship is awarded by the School of Graduate Studies on a nomination from the Department of Kinesiology. The award is available to students registered in a McMaster graduate program in **Human Biodynamics** to help support their graduate education.

Revised terms for Grad Council:

The Joan Heimbecker Memorial Scholarship

The Joan Heimbecker Memorial Scholarship was established in 1994 through funds donated in memory of Joan Heimbecker, a graduate student in **Kinesiology**. The scholarship is awarded by the School of Graduate Studies on a nomination from the Department of Kinesiology. The award is available to students registered in a McMaster graduate program in **Kinesiology** to help support their graduate education.

- 1) The current terms for the Great West Life Assurance OGS are:

The Great West Life Assurance Ontario Graduate Scholarship

The Great West Life Assurance Company Ontario Graduate Scholarship was established in 2002 by to contribute to the funding of Ontario Graduate Scholars at McMaster University. The scholarship will be given to a graduate student conducting research that has a direct impact on health care issues relevant to the insurance industry and is linked to the **Centre for Health Promotion and Rehabilitation**. If there is no such student winning the scholarship in a particular year, the scholarship will be given to a student in Kinesiology or, if there is also no student in Kinesiology, then awarded to a student in another department in the Faculty of Social Sciences.

New version for Grad Council:

The Great West Life Assurance Ontario Graduate Scholarship

The Great West Life Assurance Company Ontario Graduate Scholarship was established in 2002 by to contribute to the funding of Ontario Graduate Scholars at McMaster University. The scholarship will be given to a graduate student conducting research that has a direct impact on health care issues relevant to the insurance industry and is linked to the **The Physical Activity Centre for Excellence (PACE)**. If there is no such student winning the scholarship in a particular year, the scholarship will be given to a student in Kinesiology or, if there is also no student in Kinesiology, then awarded to a student in another department in the Faculty of Social Sciences.

2) The current terms for the Louis Hotz OGS are:

The Louis Hotz Ontario Graduate Scholarship

The Louis Hotz Ontario Graduate Scholarship was established in 2002 by the Hotz Group of Companies in honor of Louis Hotz in recognition of his 80th birthday, to contribute to the funding of Ontario Graduate Scholars at McMaster University. Preference will be given to graduate students studying in the Department of Kinesiology and working in the **Mac Turtles program in the Centre for Health Promotion and Rehabilitation**

New version:

The Louis Hotz Ontario Graduate Scholarship

The Louis Hotz Ontario Graduate Scholarship was established in 2002 by the Hotz Group of Companies in honor of Louis Hotz in recognition of his 80th birthday, to contribute to the funding of Ontario Graduate Scholars at McMaster University. Preference will be given to graduate students studying in the Department of Kinesiology and working in the **The Physical Activity Centre for Excellence (PACE)**