To   :   Members of Graduate Council

From   :   Christina Bryce
                      Assistant Graduate Secretary

_____

The next meeting of Graduate Council will be held on **Tuesday March 19ᵗʰ at 9:00 am 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.   **Opening Remarks**

II.   **Minutes of the meeting of February 13ᵗʰ, 2024**

         Approval

III.   **Business arising**

IV.   **Report from the Associate Deans, Graduate Studies**

V.   **Report from the Associate Registrar and Graduate Secretary**

VI.   **Faculty of Business Graduate Curriculum and Policy Committee Report**

         Approval

VII.   **Faculty of Humanities Graduate Curriculum and Policy Committee Report**

         Approval

VIII.   **Faculty of Science Graduate Curriculum and Policy Committee Report**

         Approval

IX.   **Faculty of Social Science Graduate Curriculum and Policy Committee Report**

         Approval

X.   **New Awards and Changes to Award Terms**

         Approval (New Awards only)

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Tuesday February 13th at 9:00 am in Council Chambers (GH 111)

Present: M. Heath (Chair), S. Hanna, M. Verma, M. Horn, M. Thompson, E. Grodek, A. Prasad, D. Trigatti, N. Carter, K. McCallum, X. Li, M. Pham, C. Di Maria, A. Ammar, J. Kish, L. Parker, R. Khan, D. Emslie, L. Side, N. Wagner, T. Chamberlain, M. Gough, T. McDonald, M. Young, Y. Kim C. Bryce (Assistant Graduate Secretary), S. Baschiera (Associate Registrar and Graduate Secretary)

Regrets: B. Newbold, B. Milliken, P. Nyers, C. Biruk, L. Kayssi

I.   Opening Remarks

There was no report.

II.   Minutes of the meeting of January 16th, 2024

It was duly moved and seconded, **'that Graduate Council approve the minutes of the January 15th, 2024 meeting, as circulated with a correction to the attendance.'**

The motion was **carried**.

III.   Business arising

There was no business arising.

IV.   Report from the Associate Deans, Graduate Studies

Dr. Hanna (Faculty of Health Sciences) reported on the following items:

- Michelle Pham, new student member of Graduate Council;
- Annual Graduate Plenary taking place May 6th to 8th;
- Updates on graduate program leadership in the Faculty, noting Dr. Elizabeth Alvarez is now the director for MPH and Dr. Laura Anderson is the director of the Graduate Diploma in Community and Public Health and an ongoing search for the new director of the MD/PhD program.

Dr. Verma (Faculty of Business) reported on the following items:
- Monitoring application numbers, particularly in light of current uncertainty.
- The upcoming Research Day happening on March 4th, focusing on the commercialization of research.

Dr. Heath (Faculty of Social Science) reported on the following item:
- The development of a series of workshops for students in the Faculty, working closely with Student Success Centre

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Drs. Horn and Thompson had no report.

V. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following item:

- Communication around iThenticate, noting it was in the weekly mailers for staff and students, and noting that her team was reestablishing the completing your degree workshops and would include information about the requirement there.

VI. 2024-2025 Sessional Dates

Members discussed the submission timeline for accelerated defence initiation as well as final submission. A friendly amendment was proposed to add a footnote about the accelerated defence, without a specific date for initiation.

It was duly moved and seconded, **'that Graduate Council approve, the 2024-2025 Sessional Dates as set out in the document with the amendment discussed.'**

The motion was **carried**.

VII. Faculty of Humanities Graduate Curriculum and Policy Committee Report

Dr. Horn presented the item, noting that the MCM professional program had been running for quite some time and for the duration it has been offered in partnership with Syracuse. Syracuse informed McMaster that they were no longer wanted to participate and this necessitated a change. They are comfortable with the update given that McMaster has controlled the majority of the program content. For students who entered the program in the fall of 2023, their parchment will no longer include Syracuse. The rest of the program content remains the same.

Members discussed impact for the current cohort. Dr. Horn noted that there hadn't been any concerns expressed by students.

It was duly moved and seconded, **'that Graduate Council approve, for recommendation to Senate as appropriate, the change proposed by the Faculty of Humanites, as described in the documents.'**

The motion was **carried**.

A member expanded on the update from Dr. Verma, noting that the Degroote Doctoral Student Associate was holding a research date on March 4th and running a competition related to the commercialization of research. He noted a prize for winters and that it would be open to other students as well.

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To   :   Graduate Council

From   :   Christina Bryce
                 Assistant Graduate Secretary
_____

At its meeting on February 20th the Faculty of Business Graduate Curriculum and Policy Committee approved the following graduate curriculum recommendations.

Please note that these recommendations were approved by the Faculty of Business.

For Approval of Graduate Council:
      a. Professional Accountancy
          i. Change to Admission Requirements

      b. Master of Finance
          i. Change to Admission Requirements

      c. Business Ph.D.
          i. Change to Calendar Copy
          ii. Accounting
               1. Change to Course Requirements
          iii. Health Management
               1. Change to Course Requirements

      d. BLPT M.B.A.
          i. Change to Calendar Copy
          ii. Change to Course Requirements

      e. M.B.A
          i. Change to Course Requirements
          ii. Change to Calendar Copy
          iii. Change to Admission Requirements

For Information of Graduate Council:
      f. Business Ph.D.
          i. Health Management
               1. New Course
                    a. C785 Seminar in Health Management Research
          ii. Strategic Management
               1. New Courses
                    a. 797 Independent Research Study I
                    b. 798 Independent Research Study II

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    c. 799 Strategy Foundations

g. BLPT M.B.A.

    i. New Courses

        1. BL 717 Prescriptive Analytics for Organizations

        2. BL 718 Decision Analysis for Healthcare

        3. BL 734 Experiential Entrepreneurship

h. M.B.A

    i. New Courses

        1. A610 - Financial and Managerial Accounting: Tools for Business Decision Making

        2. B610 - Organizational Behavior: Understanding People at Work

        3. C610 - Health and Society: Shaping the Vision for Efficient and Equitable Healthcare

        4. D610 - Essential Business Skills: Effective Decision Making, Communication and Team Success

        5. F610 - Managerial Economics: Economics for Investment Decision Makers

        6. F611 - Corporate Finance: Tools for Value Creation and Risk Management

        7. O610 - Business Analytics: Generating Insight through Data and Analytics

        8. K610 - Digital Transformation: Thriving in a Changing Landscape

        9. O611 - Operations Management: Improving Processes in Service, Retail, and Manufacturing Industries

        10. P615 - Management Consulting: The Theory & Practice of Delivering Value to Your Clients

        11. P620 - Core Business Skills: Foundational Tools for Strategic Management

        12. P610 - Sustainability Leadership: Creating Sustainable Futures for Strategic Transformation

        13. P611 - Emerging Industries and Disruptive Innovation: Navigating the VUCA Environment for Strategic Leadership

    ii. Change to Prerequisites

        1. P720 Strategic Management

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.
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).
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.

DEPARTMENT	DeGroote School of Business			
NAME OF PROGRAM and PLAN	Graduate Program in Professional Accountancy			
DEGREE	Graduate Diploma			
NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)* **Is this change a result of an IQAP review?** ☐ Yes ☒ No				
Creation of a New Milestone ☐				
Change in Admission Requirements	X	**Change in Comprehensive Examination Procedure**	**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**		
Other Changes:		**Explain:** Change to Admission Section		

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Describe the existing requirement/procedure:

See current description below:

Admission

The admission requirements are:

(i) A four-year honours bachelor degree;

(ii) At least a B- (70 - 72%) average in courses on economics; statistics; corporate finance; introductory, intermediate and advanced financial accounting; introductory, intermediate and advanced managerial accounting; accounting theory; audit and assurance, and taxation with a passing grade (≥ 60%) in each course; and

(iii) At least a B (73 - 76%) average in each of the last two years of university study.

To comply with the School of Graduate Studies' admission requirements for graduate diplomas, applicants must have at least a B+ average (equivalent to a McMaster 8.5 Grade Point Average (GPA) out of 12) in the final year in all courses in the accounting discipline, or relating to the accounting discipline.

Candidates from other Canadian universities who have completed the equivalence of the technical and enabling competencies of the CPA Preparatory Courses will be considered, on a case-by-case basis, for admission to the Graduate Diploma program, subject to an assessment of the detailed course outlines for courses listed under (ii). Candidates must submit the relevant course outlines in their application.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Aligning wording in calendar with current CPA wording. Removal of redundant admission requirement / criteria that is no longer in current practice.

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?):

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N/A – Aligning current admissions process with external CPA wording and removing redundant admission requirement / criteria.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 1, 2024.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

N/A

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):

Admission

The admission requirements are:

(i) A four-year honours bachelor degree;

(ii) At least a B- (70 - 72%) average in the pre-requisite courses identified on the CPA and program website, in the areas of ~~courses on~~ economics; statistics; corporate finance; introductory, intermediate and advanced financial accounting; introductory, intermediate and advanced managerial accounting; accounting theory; audit and assurance, and taxation with a passing grade (≥ 60%) in each course; and

(iii) At least a B (73 - 76%) average in each of the last two years of university study.

To comply with the School of Graduate Studies' admission requirements for graduate diplomas, applicants must have at least a B+ average (equivalent to a McMaster 8.5 Grade Point Average (GPA) out of 12) in the final year in all courses in the accounting discipline, or relating to the accounting discipline.

Candidates from other Canadian universities who have completed the equivalence of the technical and enabling competencies of the CPA Preparatory Courses will be considered, on a case-by-case basis, for admission to the Graduate Diploma program, subject to an assessment of the detailed course outlines for courses listed under (ii). Candidates must submit the relevant course outlines in their application.

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Contact information for the recommended change:

Name: Greg Rombough   Email: rombogr@mcmaster.ca   Date submitted: Feb. 6, 2024

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:	

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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.

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Master of Finance (MFin)
DEGREE	**M.Fin**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements	X	**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:** Admission Requirements			
Other Changes:	**Explain:**				

Describe the existing requirement/procedure:

Updating Admission Requirements/ Required Documentation section to include GRE and GMAT Focus updates. Aligns with current practice.

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Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

We are specifying a requirement for the GRE because the GRE website is no longer providing a GMAT equivalency calculator for potential applicants.

As of late 2023, the previous version of the GMAT test we accepted is no longer offered. The GMAT Focus edition test is replacing the previous requirement.

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?):

Aligning with current practice and admission requirements stated on website and external websites.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 1, 2024

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

N/A

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):

Admission Requirements/Required Documentation

Applicants must have an Honours Bachelor's degree or equivalent with a cumulative grade point average (over the whole length of the degree) of at least B+. In addition, they must have an average of B+ in their last year of relevant courses. Students with an undergraduate

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degree in business, economics, or any quantitative-oriented field are good candidates for this program. Students from other fields are welcome to apply and they are highly encouraged to complete at least a few relevant finance, economics, statistics, and math courses.

1. Completed on-line application form (Please see a link to the form on http://mfin.degroote.mcmaster.ca/apply/)
2. Unofficial transcripts of all postsecondary education completed and in progress. If an offer is extended to the applicant, one of the conditions will be to request the official transcripts to be sent directly from the issuing institutions.
3. ~~An official GMAT score report. Normally, a minimum score of 600 is required. In lieu of the GMAT, the program will consider a GRE test with a score above the 50th percentile in the quantitative reasoning section.~~
3. A test report for one of these following tests:
    1. GMAT test with a minimum total score of 600 and a quantitative percentile of at least 50%.
    2. GMAT Focus Edition test with a minimum total score of 555 and a quantitative percentile of at least 50%.
    3. GRE test with at least 50% in quantitative reasoning
4. Two letters of recommendation, with at least one from an academic source. Please note that McMaster University uses the Electronic Referencing System. By entering the email address of your referee through the online application, the system will automatically send an eReference request on your behalf.
5. An official report of a TOEFL score or an IELTS score (for applicants whose native language is not English). A minimum TOEFL score of 92 (internet-based test) or IELTS score of 6.5 is required. Applicants who have completed a university degree for which English is the language of instruction may be exempted from this requirement.
6. Participation in a video interview.

Contact information for the recommended change:

Name: Greg Rombough   Email: rombogr@mcmaster.caDate submitted: Feb. 6, 2024

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

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DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	GSBPH/ BUSFINPHD, BUSHTHMPHD, BUSINFSPHD, BUSHURLPHD, BUSMGMTPHD, BUSMKTPHD, BUSSTRMPHD
DEGREE	PhD

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements		Change in Comprehensive Examination Procedure	☒	Change in Course/Program Requirements	
Change in the Description of a section of the Graduate Calendar	☒	**EXPLAIN:** Under "Comprehensive Examination" : PhD students receiving two failures in Comprehensive Examinations will be withdrawn from their degree program. These students are not allowed to switch to another DeGroote PhD field of Specialization			
Other Changes:	**Explain:**				

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Describe the existing requirement/procedure:

As per [Regulations for Degree Progression - McMaster University (romcmaster.ca)](), when PhD students fail a comprehensive exam twice, they are withdrawn from the program.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

We would like to include a note in the Grad Calendar ([Program: Business Administration, Ph.D. - McMaster University (romcmaster.ca)]()) under "Comprehensive Examination" to remind students receiving two failures in Comprehensive Examinations that they will be withdrawn from their degree program. There is no option to switch to another PhD field of Specialization and continue in the Business PhD program.

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?):

Aligning with what is already established on [Regulations for Degree Progression - McMaster University (romcmaster.ca)]() " A Comprehensive Examination or alternative assessment of comprehensive knowledge must include a provision for second opportunity for assessment should the student fail the first attempt. This second assessment is given in place of any "re-read" of a comprehensive evaluation, which is explicitly excluded from the Student Appeal Procedures. The second opportunity will normally occur between one to six months after the student was notified that they had failed the original assessment. It is preferred that it occur within the first month of a term. A failure at the second assessment will require the student to withdraw from the program. If the student decides not to take up the option of the second attempt then the failure stands. "

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 1, 2024

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

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N/A

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):

Comprehensive Examination:

All doctoral candidates must pass a comprehensive examination in their chosen field of study to demonstrate knowledge of the field and preparation for research. The comprehensive examination will test each student's knowledge of core material, familiarity with the relevant literature and knowledge of methodology required to do research in the field. The comprehensive examinations in the Accounting, MOBHR and Marketing fields include a written examination followed by an oral examination. The comprehensive exam in Finance consists of a written exam (in two parts) and a research paper proposal. The comprehensive examination in all other fields includes only a written examination.

In addition to the comprehensive examination, students must pass an oral defence of their dissertation proposals before they can proceed to the final oral defence of their dissertation. The dissertation examination will take place in accordance with the regulations of the School of Graduate Studies.

PhD students receiving two failures in Comprehensive Examinations will be withdrawn from their degree program. These students are not allowed to switch to another Business PhD field of Specialization.

Contact information for the recommended change:

Name: Greg Rombough   Email: rombogr@mcmaster.ca

Date submitted: 2024-02-07

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

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DEPARTMENT	Health Policy and Management
NAME OF PROGRAM and PLAN	PhD in Business Administration (Health Management specialization)
DEGREE	**PhD**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

Creation of a New Milestone ☐

Change in Admission Requirements	No	Change in Comprehensive Examination Procedure	No	Change in Course/Program Requirements	Yes
Change in the Description of a section of the Graduate Calendar	Yes	**EXPLAIN:** A change to the required courses			
Other Changes:	n/a	**Explain:**			

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Describe the existing requirement/procedure:

Required Courses

B790 – Seminar on Management Theory

Six PhD Health Management courses:

B793 – Applied Multivariate Statistics

B794 – Research Methods and Design

C780 – Mixed Methods Research

C781 – Health Economics and Evaluation

C782 – Health Policy Analysis

C783 – Research Issues in Health Management

Plus, one elective

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Replace the one elective with a two term (3 unit) graduate seminar course (students would take twice).

See attached

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 Area has identified gaps in the curriculum. The new seminar course will cover the identified missing content. The seminar will run over two semesters (Winter/Spring) for a total of 3 units of course credit. Full time students would formally enroll in the course in year one and year two while part time students would formally enroll in year two and year 3.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 2024 (seminar course would first be offered in January 2025)

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Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain: This course would replace the current requirement for an elective course.
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):
Contact information for the recommended change: Name: Glen Randall   Email: randalg@mcmaster.ca   Date submitted: February, 2024

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

Health Management Field

Ph.D. Courses

Eight Ph.D. seminar courses must be taken.

- BUSINESS B793 / Applied Multivariate Statistics (or approved equivalent from another department)
- BUSINESS B794 / Research Methods and Design (or approved equivalent from another department)
- BUSINESS C780 / Mixed Methods Research (or approved equivalent from another department)
- BUSINESS C781 / Health Economics and Evaluation
- BUSINESS C782 / Health Policy Analysis
- BUSINESS C783 / Research Issues in Health Management
- BUSINESS C785 / Seminar in Health Management Research (registration required in two years of the program)

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Additional Information

Students may be required to take additional courses depending on their background and the recommendation of the supervisor.

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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.

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Business Administration, PhD- Accounting and Financial Management Services Area
DEGREE	PhD

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements	Change in Comprehensive Examination Procedure	Change in Course/Program Requirements	Change of required quantitative courses for the Accounting specialization
Change in the Description of a section of the Graduate Calendar	**EXPLAIN:**		
Other Changes:	**Explain:**		

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Describe the existing requirement/procedure:

Business PhD in Accounting requires that students complete a total of twelve courses as follows:

- BUSINESS 790
- Three PhD level courses from the Accounting Area
- Five courses are from the Department of Economics. We would like to change that to three required courses from the Department of Economics plus two quantitative courses.
- Three electives

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

The recommended change is to reduce the number of courses from the Department of Economics from five to three courses. In lieu of the two courses removed from the list of the courses from the Department of Economics, students can choose any two quantitative graduate level courses from a list of approved courses.

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?):

At the time of launching the Business PhD in Accounting, most of the Area faculty specialized in quantitative archival research. Since then, new faculty with different research methods have joined the Area. The proposed change introduces flexibility to allow students to take courses that will be more relevant for their research methods.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Fall 2024

Note: This change will affect new students starting in Fall 2024, and not current students.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

N/A

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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):

Accounting Field

Accounting Ph.D. Courses

Three accounting Ph.D. seminar courses must be taken.

- BUSINESS A771 / Seminar in Research Methods and Design in Accounting Research
- BUSINESS A772 / Seminar in Financial Accounting Research
- BUSINESS A773 / Seminar in Managerial Accounting Research

Department of Economics Courses

In addition, the following courses from the Department of Economics must be taken:

- ECON 721 / Microeconomic Theory I
- ~~ECON 722 / Microeconomic Theory II~~
- ECON 761 / Econometrics I
- ~~ECON 762 / Econometrics II~~
- ECON 765 / Mathematical Methods

Quantitative Courses

In addition, two of the following courses:

- ECON 722 / Microeconomic Theory II
- ECON 762 / Econometrics II
- STATS 780 / Data Science
- STATS 790 / Statistical Learning
- O712 / Data Analytics using Python

Or any graduate level quantitative courses approved by the supervisor.

Contact information for the recommended change:

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Name: Emad Mohammad   Email: mohde@mcmaster.ca   Date submitted: 2/1/24

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

<table>
<tr>
<td colspan="2" align="center"><u>**Please read the following notes before completing this form:**</u></td>
</tr>
<tr>
<td colspan="2">

1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.

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).

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.

</td>
</tr>
</table>

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Business Administration, Blended Learning Part-time (BLPT), MBA
DEGREE	**Master of Business Administration**

<table>
<tr>
<td colspan="6" align="center">**NATURE OF RECOMMENDATION** *(PLEASE CHECK APPROPRIATE BOX)*

Is this change a result of an IQAP review? ☐ Yes ☒ No</td>
</tr>
<tr>
<td colspan="6">**Creation of a New Milestone** ☐</td>
</tr>
<tr>
<td colspan="2">**Change in Admission Requirements**</td>
<td colspan="2">**Change in Comprehensive Examination Procedure**</td>
<td colspan="2">**Change in Course/Program Requirements**</td>
</tr>
<tr>
<td colspan="2" rowspan="2">**Change in the Description of a section of the Graduate Calendar**</td>
<td colspan="4">**EXPLAIN:**

Proposal to change verbiage for admissions requirements for the MBA BLPT Program. <mark>Wanted to provide more clarity re: the online application and application fee requirement, along with our online interview process.</mark></td>
</tr>
<tr>
<td colspan="4"></td>
</tr>
<tr>
<td>**Other Changes:**</td>
<td></td>
<td colspan="4">**Explain:**</td>
</tr>
</table>

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Describe the existing requirement/procedure:

Admission Requirements

- **Degree**: Completion of an Honours Bachelor's degree from a recognized university
- **GPA**: Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT**: Not required. Candidates who fail to meet the above GPA criteria or who wish to strengthen their application may wish to submit a GMAT.
    - GMAT is required for non-degree applicants. See Admission Requirements.
- **Proof of English Language Proficiency**: Required for applicants:
    - Whose previous degree was not completed with the language of instruction of English.
    - Who have been resident in an English-speaking country for less than four years.
    - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
    - Academic IELTS
    - TOEFL
- **Work Experience**: Recommended minimum of 4 years post-graduate work experience.
- **References**: Applicants are encouraged to seek two professional (current or former direct supervisor or manger) references. Academic reference can be submitted if two professional are not available.
- **Interview**: Applicants are required to complete an online interview prior to submission of their application.
- Prospective applicants who do not meet the normal admission requirements, should consult the Program Director to discuss how their work experience might be assessed to make up for insufficient standing in their undergraduate degree, you may be considered a non-degree applicant. Please refer to Section 2.1.1 of the Graduate Calendar on this matter.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

Program specific notes:

Meeting minimum admission requirements does not guarantee acceptance into the program.

This program offers non-elective courses in a Blended Learning format. Students are required to engage in on-line learning activities, in addition to attending 3 mandatory weekend residencies per term.

Please note that it is not possible to transfer from the BLPT Program to other MBA Programs (MBA, MBA with Co-op or Accelerated MBA). Please speak with program staff to ensure this is the best program option for you.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Admission Requirements

- Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
- **Degree**: Completion of an Honours Bachelor's degree from a recognized university
- **GPA**: Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the

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equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.

- **GMAT**: Not required. Candidates who fail to meet the above GPA criteria or who wish to strengthen their application may wish to submit a GMAT.
  - GMAT is required for non-degree applicants. See Admission Requirements.
- **Proof of English Language Proficiency**: Required for applicants:
  - Whose previous degree was not completed with the language of instruction of English.
  - Who have been resident in an English-speaking country for less than four years.
  - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
  - Academic IELTS
  - TOEFL
- **Work Experience**: Recommended minimum of 4 years post-graduate work experience.
- **References**: Applicants are encouraged to seek two professional (current or former direct supervisor or manger) references. Academic reference can be submitted if two professional are not available.
- **Interview**: Applicants are required to complete an online interview prior to submission of their application. ==Applications will not be reviewed until all components are completed and received==
- Prospective applicants who do not meet the normal admission requirements, should consult the Program Director to discuss how their work experience might be assessed to make up for insufficient standing in their undergraduate degree, you may be considered a non-degree applicant. Please refer to Section 2.1.1 of the Graduate Calendar on this matter.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

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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 revised wording within the Interview section is to align with our general admissions requirements for all DeGroote MBA programs. It is also to ensure that the review process and order of operations surrounding these online interviews is more clear for applicants.==

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September, ==2024==

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

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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):

Contact information for the recommended change:

Name: Behrouz Bakhtiari   Email: bakhtib@mcmaster.ca   Date submitted: December 21, 2023

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

<table>
<tr><td colspan="2" align="center">Please read the following notes before completing this form:</td></tr>
<tr><td colspan="2">1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.

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).

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.</td></tr>
</table>

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Blended Learning Part-time MBA (BLPT)
DEGREE	**MBA**

<table>
<tr><td colspan="4" align="center">NATURE OF RECOMMENDATION <i>(PLEASE CHECK APPROPRIATE BOX)</i>

Is this change a result of an IQAP review? ☐ Yes ☒ No</td></tr>
<tr><td colspan="4">Creation of a New Milestone ☐</td></tr>
<tr><td>Change in Admission Requirements</td><td></td><td>Change in Comprehensive Examination Procedure</td><td>Change in Course/Program Requirements</td></tr>
<tr><td>Change in the Description of a section of the Graduate Calendar</td><td colspan="3">EXPLAIN:</td></tr>
<tr><td>Other Changes:</td><td colspan="3">Explain:

Removal of a course as requirement for the MBA degree in the BLPT program. Introduction of a fifth elective to meet degree requirements.</td></tr>
</table>

Note: In the "Change in Course/Program Requirements" row, an "X" appears in the rightmost column.

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Describe the existing requirement/procedure:

The course BL750 (Design Thinking and Strategic Foresight) is currently a required course for the degree of MBA in the BLPT program.
Students currently complete 4 electives as part of degree requirements.

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Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

This change will remove BL750 as a requirement of the degree of MBA in the BLPT program. This change will introduce a fifth, 3 credit, elective as a requirement for degree completion.

The restated degree requirements follow:

Required Courses

[BUSINESS BL600 / Leadership Fundamentals](#)

[BUSINESS BL602 / Economics & Business Statistics](#)

[BUSINESS BL604 / Creating Customer Value](#)

[BUSINESS BL610 / Management Fundamentals](#)

[BUSINESS BL601 / Managing Financial Resources](#)

[BUSINESS BL603 / Competing Through Digital Transformation & Analytics](#)

[BUSINESS BL605 / Managing Organizations](#)

[BUSINESS BL651 / Management Accounting for Decisions Makers](#)

[BUSINESS BL652 / Intermediate Finance](#)

[BUSINESS BL700 / Business, Government & Global Environment](#)

[BUSINESS BL653 / Intermediate Marketing](#)

[BUSINESS BL654 / Intermediate Operations](#)

[BUSINESS BL720 / Strategic Management](#)

[BUSINESS BL723 / Strategic Integration Project](#)(Multi-term Course)

[BUSINESS BL753 / Program Synthesis and Future Planning](#)

*15 units of elective credit

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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 allow the students to take 5 electives in the program (currently they take 4 electives). The additional elective will provide more choice to students and allows for more personalization of experience in the program.
Provide implementation date: *(Implementation date should be at the beginning of the academic year)*   We are proposing this change to go into effect for AY 24-25.
Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please 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):
Contact information for the recommended change: Name: Behrouz Bakhtiari Email: bakhtib@mcmaster.ca Date submitted: February 05, 2024

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
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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.

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	GSBMB DeGroote MBA with Co-op (4 academic terms alternating with 3 paid work terms)
DEGREE	

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☒ Yes ☐ No

Creation of a New Milestone ☐

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	X
Change in the Description of a section of the Graduate Calendar		EXPLAIN:			
Other Changes:	Explain:				

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Describe the existing requirement/procedure:

Level 1 (36 units)

-
  BUSINESS L611 / Foundations 1
- BUSINESS I601 / Managing Financial Resources
- BUSINESS I602 / Economics & Business Statistics
- BUSINESS I603 / Competing Through Digital Transformation & Analytics
- BUSINESS I604 / Creating Customer Value
- BUSINESS I605 / Managing Organizations
- BUSINESS L625 / Foundations 2: Review & Relaunch
- BUSINESS A650 / Accounting for Decision Makers
- BUSINESS F650 / Firms and Markets
- BUSINESS L626 / Integrating Project
-
- Students choose from 3 out of the 5 from the following:
- BUSINESS B650 / Managing People in Organizations
- BUSINESS C650 / Introduction to Health Services Management
- BUSINESS K650 / Information Systems in Business
- BUSINESS M650 / Strategic Marketing Management
- BUSINESS O650 / Operations Management

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Level 1 (36 units)

- BUSINESS A610 - Financial Reporting and Business Analysis
- BUSINESS B610 - Organizational Behaviour
- BUSINESS C610 - Health & Society: Shaping the Vision for Efficient and Equitable Healthcare
- BUSINESS D610 - Business Decision Making, Communication and Teamwork
- BUSINESS F610 - Economics for Investment Decision Makers
- BUSINESS F611 - Corporate Finance
- BUSINESS K610 - Thriving Through Digital Transformation
- BUSINESS M610 – Marketing
- BUSINESS O610 - Business Analytics
- BUSINESS O611 - Operations Management
- BUSINESS P620 - Foundational Principles in Strategic Management

1 of the following two courses:
- BUSINESS P610 -Strategy Transformation for Sustainable Business Leadership

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- BUSINESS P611 - Navigating Disruption: Strategic Leadership in Emerging Industries

  Students complete a Co-op work term: WT01 - Co-op Work Term

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?):

See November documentation outlining the curriculum change

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

24-25

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

See November documentation outlining the curriculum change

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):

Level 1 (36 units)

- ~~BUSINESS L611 / Foundations 1~~
- ~~BUSINESS I601 / Managing Financial Resources~~
- ~~BUSINESS I602 / Economics & Business Statistics~~
- ~~BUSINESS I603 / Competing Through Digital Transformation & Analytics~~
- ~~BUSINESS I604 / Creating Customer Value~~
- ~~BUSINESS I605 / Managing Organizations~~
- ~~BUSINESS L625 / Foundations 2: Review & Relaunch~~
- ~~BUSINESS A650 / Accounting for Decision Makers~~
- ~~BUSINESS F650 / Firms and Markets~~
- ~~BUSINESS L626 / Integrating Project~~
-
- ~~Students choose from 3 out of the 5 from the following:~~
- ~~BUSINESS B650 / Managing People in Organizations~~
- ~~BUSINESS C650 / Introduction to Health Services Management~~
- ~~BUSINESS K650 / Information Systems in Business~~

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- ~~BUSINESS M650 / Strategic Marketing Management~~
- ~~BUSINESS O650 / Operations Management~~

- BUSINESS A610 - Financial Reporting and Business Analysis
- BUSINESS B610 - Organizational Behaviour
- BUSINESS C610 - Health & Society: Shaping the Vision for Efficient and Equitable Healthcare
- BUSINESS D610 - Business Decision Making, Communication and Teamwork
- BUSINESS F610 - Economics for Investment Decision Makers
- BUSINESS F611 - Corporate Finance
- BUSINESS K610 - Thriving Through Digital Transformation
- BUSINESS M610 – Marketing
- BUSINESS O610 - Business Analytics
- BUSINESS O611 - Operations Management
- BUSINESS P620 - Foundational Principles in Strategic Management

1 of the following two courses:
- BUSINESS P610 -Strategy Transformation for Sustainable Business Leadership
- BUSINESS P611 - Navigating Disruption: Strategic Leadership in Emerging Industries

Students complete a Co-op work term: WT01 - Co-op Work Term

Contact information for the recommended change:

Name: Calic, Goran   Email: CalicG@mcmaster.ca Date submitted: 24-2-14

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:	

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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.

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	GSBMB DeGroote MBA (Full-Time, 4 academic terms)
DEGREE	

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☒ **Yes** ☐ **No**

Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	X
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			
Other Changes:		**Explain:**			

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Describe the existing requirement/procedure:

Level 1 (36 units)

-
  BUSINESS L611 / Foundations 1
- BUSINESS I601 / Managing Financial Resources
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- BUSINESS I605 / Managing Organizations
- BUSINESS L625 / Foundations 2: Review & Relaunch
- BUSINESS A650 / Accounting for Decision Makers
- BUSINESS F650 / Firms and Markets
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-
- Students choose from 3 out of the 5 from the following:
- BUSINESS B650 / Managing People in Organizations
- BUSINESS C650 / Introduction to Health Services Management
- BUSINESS K650 / Information Systems in Business
- BUSINESS M650 / Strategic Marketing Management
- BUSINESS O650 / Operations Management

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Level 1 (36 units)

- BUSINESS A610 - Financial Reporting and Business Analysis
- BUSINESS B610 - Organizational Behaviour
- BUSINESS D610 - Business Decision Making, Communication and Teamwork
- BUSINESS F610 - Economics for Investment Decision Makers
- BUSINESS F611 - Corporate Finance
- BUSINESS K610 - Thriving Through Digital Transformation
- BUSINESS M610 – Marketing
- BUSINESS O610 - Business Analytics
- BUSINESS O611 - Operations Management
- BUSINESS P620 - Foundational Principles in Strategic Management
- BUSINESS P615 Management Consulting - The Theory & Practice of Delivering Value to Your Clients

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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?):

See November documentation outlining the curriculum change

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

24-25

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

See November documentation outlining the curriculum change

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):

Level 1 (36 units)

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- ~~BUSINESS O650 / Operations Management~~

- BUSINESS A610 - Financial Reporting and Business Analysis
- BUSINESS B610 - Organizational Behaviour

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- BUSINESS D610 - Business Decision Making, Communication and Teamwork
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- BUSINESS O610 - Business Analytics
- BUSINESS O611 - Operations Management
- BUSINESS P620 - Foundational Principles in Strategic Management
- BUSINESS P615 Management Consulting - The Theory & Practice of Delivering Value to Your Clients

Contact information for the recommended change:

Name: Calic, Goran   Email: CalicG@mcmaster.ca Date submitted: 24-2-14

Formatted: Space After: 0 pt, Line spacing: single, Outline numbered + Level: 1 + Numbering Style: Bullet + Aligned at: 0.25" + Tab after: 0.5" + Indent at: 0.5", Font Alignment: Baseline, Tab stops: Not at 1.5" + 1.63"

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

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DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Master of Business Administration
DEGREE	

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*				
Is this change a result of an IQAP review? ☐ Yes ☐ No				
Creation of a New Milestone ☐				
Change in Admission Requirements	X	**Change in Comprehensive Examination Procedure**	**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar	X	**EXPLAIN:** Change to General MBA Admission Requirements/Required Documentation Section of calendar to reflect new GMAT test (GMAT Focus) as well as including further details for how GPA is calculated and that admissions interviews will occur (either virtual, live or both)		
Other Changes:		**Explain:**		

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Describe the existing requirement/procedure:

General MBA Admission requirements/Required Documentation

1. Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
2. Official transcripts are to be sent by the school's registrar (or equivalent officer) from each postsecondary institution attended. In the final 2 years of study, a B average is recommended.
3. For MBA Programs requiring completion of the GMAT a score of 600 is normally competitive. Each application is processed on its own merits with higher scores on some criteria compensating for lower scores in other areas.
4. Two letters of recommendation are to be completed by individuals who can supply information relating to the applicant's abilities. For more detail on requirements please see specific admissions requirements for each MBA program.
5. A full résumé must be supplied. For work experience requirements please see specific admissions requirements for each MBA program.
6. Applicants who did not complete their undergraduate degree in English must write the TOEFL or IELTS tests. TOEFL results (if applicable) are to be sent directly by the Educational Testing Service (www.toefl.org). Minimum required scores are 250 on the computer-based test or 100 on the internet-based test. IELTS (www.ielts.org) is also accepted with a minimum score of 7.0.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

The current General Admissions requirements do not reflect the new GMAT Focus test (which will replace the existing GMAT test in December, 2023). In addition, further clarification needs to be provided as to how the GPA is calculated to align with the descriptor provided in each program specific admissions criteria. Finally, information needs to be provided that admissions interviews will occur for all MBA programs (video interview and then potential for live interview for Co-op program).

We are proposing the following changes – highlighted in yellow & green:

General MBA Admission requirements/Required Documentation

1. Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
2. Official transcripts are to be sent by the school's registrar (or equivalent officer) from each postsecondary institution attended. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis. GPA will be calculated based on degree either in progress or degree completed.
3. For MBA Programs requiring completion of the GMAT with a score of 600 (GMAT Classic) or 565 (GMAT Focus) is normally competitive. Each application is processed on its own merits with higher scores on some criteria compensating for lower scores in other areas.

4. Two letters of recommendation are to be completed by individuals who can supply information relating to the applicant's abilities. For more detail on requirements please see specific admissions requirements for each MBA program (https://mbarecruit.degroote.mcmaster.ca/admissions/).
5. A full résumé must be supplied. For work experience requirements please see specific admissions requirements for each MBA program (https://mbarecruit.degroote.mcmaster.ca/admissions/).
6. Applicants who did not complete their undergraduate degree in English must write the TOEFL or IELTS tests. TOEFL results (if applicable) are to be sent directly by the Educational Testing Service (www.toefl.org). Minimum required scores are 250 on the computer-based test or 100 on the internet-based test. IELTS (www.ielts.org) is also accepted with a minimum score of 7.0.
7. Applicants are required to complete an online interview prior to submission of their application. Applications will not be reviewed until all components are completed and received. Applicants may be invited to an additional one-on-one interview with a member of the Career and Professional Development team after the submission of their application (applicable only to applicants to the MBA with Co-op Program).

Non-Degree Applicants

Each year, the DeGroote School of Business is prepared to admit to the MBA program a small number of highly qualified students who do not hold a bachelor's degree. The Admissions Advisory Committee will consider applicants with a minimum of seven years of successful business experience along with a GMAT score that ranges upward from 600 (GMAT Classic) or 565 (GMAT Focus).

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 criteria reflects the most up to date admission requirements for the MBA programs and reflects current changes to external testing (i.e. GMAT). Additionally, to ensure our review process around the online interviews is clear we have added additional wording to ensure this is clear. These changes are mostly considered as housekeeping items to ensure that General Admissions language within the calendar is reflective of the program specific admissions criteria.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September, 2024

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Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please 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):

(changes are tracked in yellow)

General MBA Admission requirements/Required Documentation

1. Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
2. Official transcripts are to be sent by the school's registrar (or equivalent officer) from each postsecondary institution attended. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis. GPA will be calculated based on degree either in progress or degree completed.
3. For MBA Programs requiring completion of the GMAT with a score of 600 (GMAT Classic) or 565 (GMAT Focus) is normally competitive. Each application is processed on its own merits with higher scores on some criteria compensating for lower scores in other areas.

4. Two letters of recommendation are to be completed by individuals who can supply information relating to the applicant's abilities. For more detail on requirements please see specific admissions requirements for each MBA program (https://mbarecruit.degroote.mcmaster.ca/admissions/).
5. A full résumé must be supplied. For work experience requirements please see specific admissions requirements for each MBA program (https://mbarecruit.degroote.mcmaster.ca/admissions/).
6. Applicants who did not complete their undergraduate degree in English must write the TOEFL or IELTS tests. TOEFL results (if applicable) are to be sent directly by the Educational Testing Service (www.toefl.org). Minimum required scores are 250 on the computer-based test or 100 on the internet-based test. IELTS (www.ielts.org) is also accepted with a minimum score of 7.0.
7. Applicants are required to complete an online interview prior to submission of their application. Applications will not be reviewed until all components are completed and received. Applicants may be invited to an additional one-on-one interview with a member of the Career and Professional Development team after the submission of their application (applicable only to applicants to the MBA with Co-op Program).

For students who have entered the program as of September, 2016 a new transfer credit and waiver policy is in place. The intention of this policy is to enhance DeGroote's cohort-based, experiential curriculum model, which requires all MBA students to follow the same programming throughout their degree. To support this model, no transfer credits or waivers will be granted for MBA, MBA with Co-op or Blended Learning Part-time MBA students.

Applicants to the Accelerated program who have earned their degree within the last 10 years from a recognized Canadian or American University and have obtained a minimum B grade (B- for McMaster graduates) in the equivalent course will have their courses reviewed automatically for credit and will be admitted into Level 700 MBA courses (second year courses).

Specializations:

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As of September 2018, areas of specialization that are available are as follows:

8. Accounting and Financial Management Services
9. Business Analytics
10. Finance
11. Health Services Management (certain restrictions may apply)
12. Strategic Business Valuation
13. Strategic Marketing
14. General

Students registered prior to September 2018 in any full-time, part-time and co-op programs will be grandfathered based on the specialization they registered for.

Due to the nature of the academic curriculum, specializations are not available to students enrolled in the BLPT MBA program.

Please note that starting September 2016 program minors will no longer be available in the MBA program.

Non-Degree Applicants

Each year, the DeGroote School of Business is prepared to admit to the MBA program a small number of highly qualified students who do not hold a bachelor's degree. The Admissions Advisory Committee will consider applicants with a minimum of seven years of successful business experience along with a GMAT score that ranges upward from 600 (GMAT Classic) or 565 (GMAT Focus).

Contact information for the recommended change:

Name: Goran Calic   Email: calicg@mcmaster.ca   Date submitted: December 21, 2023

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

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Please read the following notes before completing this form:

1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.

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).

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.

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Business Administration, Accelerated, MBA
DEGREE	**Master of Business Administration**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:** Proposal to change verbiage for admissions requirements for the MBA Accelerated Program. ==Wanted to provide more clarity re: the online application and application fee requirement, along with our online interview process.==			
Other Changes:		**Explain:**			

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Describe the existing requirement/procedure:

Admission Requirements

- **Degree**: Completion within the last 10 years of a Bachelor of Commerce or Bachelor of Business Administration from a recognized Canadian or American University. Candidates that have completed the following degrees may also apply:
  - McMaster University:
    - Bachelor of Engineering Management
    - Bachelor of Commerce, Integrated Business and Humanities (IBH)
  - Western University
    - Bachelor of Management and Organizational Studies
- **GPA**: Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT**: Not required. Candidates who fail to meet the above GPA criteria or who wish to strengthen their academic application may wish to submit a GMAT.
- **Proof of English Language Proficiency**: Required for applicants:
  - Whose previous degree was not completed with the language of instruction of English.
  - Who have been resident in an English-speaking country for less than four years.
  - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
  - Academic IELTS
  - TOEFL
- **Work Experience**:
  - Recommended minimum of 1 year work experience for McMaster Bachelor of Commerce, Bachelor of Engineering and Management, Bachelor of Commerce, IBH Graduates (undergraduate co-op or internship placements adding up to 12 months of work or more from these degrees will be considered if they are noted on official transcripts).
  - 2 years post-graduate work experience for all other programs.
- **References**: Applicants are encouraged to seek two professional (current or former direct supervisor or manger) references. Academic reference can be submitted if two professional are not available.
- **Interview**: Applicants are required to complete an online interview prior to submission of their application.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Admission Requirements

- Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
- **Degree**: Completion within the last 10 years of a Bachelor of Commerce or Bachelor of Business Administration from a recognized Canadian or American University. Candidates that have completed the following degrees may also apply:
  - McMaster University:

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- ▪ Bachelor of Engineering Management
- ▪ Bachelor of Commerce, Integrated Business and Humanities (IBH)
  - o Western University
    - ▪ Bachelor of Management and Organizational Studies
- **GPA**: Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT**: Not required. Candidates who fail to meet the above GPA criteria or who wish to strengthen their academic application may wish to submit a GMAT.
- **Proof of English Language Proficiency**: Required for applicants:
  - o Whose previous degree was not completed with the language of instruction of English.
  - o Who have been resident in an English-speaking country for less than four years.
  - o Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
  - o Academic IELTS
  - o TOEFL
- **Work Experience**:
  - o Recommended minimum of 1 year work experience for McMaster Bachelor of Commerce, Bachelor of Engineering and Management, Bachelor of Commerce, IBH Graduates (undergraduate co-op or internship placements adding up to 12 months of work or more from these degrees will be considered if they are noted on official transcripts).
  - o 2 years post-graduate work experience for all other programs.
- **References**: Applicants are encouraged to seek two professional (current or former direct supervisor or manager) references. Academic reference can be submitted if two professional are not available.
- **Interview**: Applicants are required to complete an online interview prior to submission of their application. Applications will not be reviewed until all components are completed and received.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

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 revised wording within the Interview section is to align with our general admissions requirements for all DeGroote MBA programs. It is also to ensure that the review process and order of operations surrounding these online interviews is more clear for applicants.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September, 2024

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

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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):

Contact information for the recommended change:

Name: Goran Calic   Email: calicg@mcmaster.ca   Date submitted: December 21, 2023

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 DEGREE PROGRAM REQUIREMENTS / PROCEDURES / MILESTONES

IMPORTANT: PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:
1. This form must be completed for **ALL** changes involving degree program requirements/procedures. **All** sections of this form **must** be completed.
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).
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.

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Business Administration, Full-Time, MBA
DEGREE	**Master of Business Administration**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

CREATION OF NEW MILESTONE ☐

CHANGE IN ADMISSION REQUIREMENTS		CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE		CHANGE IN COURSE REQUIREMENTS	

CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR	x	**EXPLAIN:** Proposal to change verbiage for admissions requirements for the MBA Full-time Program. <mark>Wanted to provide more clarity re: the online application and application fee requirement, along with our online interview process.</mark>
OTHER CHANGES		**EXPLAIN:**

DESCRIBE THE <u>EXISTING</u> REQUIREMENT/PROCEDURE:

Current admissions criteria for Full-Time MBA Program:

- Work Experience: One year of full-time continuous professional, managerial or technical work experience.
- GPA: Completion of an undergraduate degree, a B average or higher is recommended
- GMAT: Required. Applicants may submit a GRE or MCAT in lieu of GMAT. Please contact the MBA Program office for further details.
- Proof of English Language Proficiency: required if previous degree was not completed in English
- 2 Letters of Reference. Applicants are encouraged to seek one academic and one professional (direct supervisor) reference.
- Applicants who meet the admission requirements will be required to take part in an online interview

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

Applicants to the Full-Time MBA Program are expected to meet the following requirements/provide the following required documentation:

- ==Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/==
- **Degree:** Completion of an Honours Bachelor's degree from a recognized university
- **GPA:** Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT:** Required. Applicants may submit the following in lieu of a GMAT (please contact the MBA Recruitment and Admissions Office for further details):
  - GRE
  - MCAT
  - CFA Level 2
- **Proof of English Language Proficiency:** Required for applicants:
  - Whose previous degree was not completed with the language of instruction of English.
  - Who have been resident in an English-speaking country for less than four years.
  - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
  - Academic IELTS

- o TOEFL
- **Work Experience:** 1 year of post- graduate work experience is required.
  - * Although we recommend one year of work experience, exceptional applicants will be considered with less than one year of experience.
- **References:** Provide two (2) references. Applicants are encouraged to seek one academic and one professional (current or former direct supervisor or manager) reference.
- **Interview:** Applicants are required to complete an online interview prior to submission of their application. Applications will not be reviewed until all components are completed and received.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

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 revised wording within the Interview section is to align with our general admissions requirements for all DeGroote MBA programs. It is also to ensure that the review process and order of operations surrounding these online interviews is more clear for applicants.

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

September, 2024

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

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Goran Calic   Email: calicg@mcmaster.ca   Date submitted: December 21, 2023

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

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:

1.   This form must be completed for **ALL** changes involving degree program requirements/procedures. **All** sections of this form **must** be completed.

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).

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.

DEPARTMENT	DeGroote School of Business	
NAME OF PROGRAM and PLAN	Business Administration, Co-op, MBA	
DEGREE	**Master of Business Administration**	

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

CREATION OF NEW MILESTONE ☐		

CHANGE IN ADMISSION REQUIREMENTS		CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE		CHANGE IN COURSE REQUIREMENTS	

CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR	x	**EXPLAIN:** Proposal to change verbiage for admissions requirements for the MBA Co-op Program. Wanted to provide more clarity re: the online application and application fee requirement, along with our online interview process.
OTHER CHANGES		**EXPLAIN:**

DESCRIBE THE <u>EXISTING</u> REQUIREMENT/PROCEDURE:

Current admissions criteria for MBA Co-op Program:

- Work Experience: Although work experience is an asset, it is not a requirement for domestic applicants. International applicants must have one year of full-time continuous professional, managerial or technical work experience.
- GPA: Completion of an undergraduate degree, a B average or higher is recommended
- GMAT: Required. Applicants may submit a GRE or MCAT in lieu of GMAT. Please contact the MBA Program office for further details.
- Proof of English Language Proficiency: required if previous degree was not completed in English
- 2 Letters of Reference. Applicants are encouraged to seek one academic and one professional (direct supervisor) reference.
- Applicants who meet the admission requirements will be required to take part in an online and a behaviour based interview.

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

Applicants to the MBA Co-op Program are expected to meet the following requirements/provide the following required documentation:

- Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
- **Degree:** Completion of an Honours Bachelor's degree from a recognized university.
- **GPA:** Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT:** Required. Applicants may submit the following in lieu of a GMAT (please contact the MBA Recruitment and Admissions Office for further details):
    - GRE
    - MCAT
    - CFA Level 2
- **Proof of English Language Proficiency:** Required for applicants:
    - Whose previous degree was not completed with the language of instruction of English.
    - Who have been resident in an English-speaking country for less than four years.
    - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.

- **Acceptable English Language Proficiency Tests:**
  - Academic IELTS
  - TOEFL
- **Work Experience:** Although work experience is an asset no post-graduate work experience is required.
- **References:** Provide two (2) references. Applicants are encouraged to seek one academic and one professional (current or former direct supervisor or manager) reference.
- **Interview**
  - Applicants are required to complete an online interview prior to submission of their application. Applications will not be reviewed until all components are completed and received.
  - Applicants may be invited to an additional one- on- one interview with a member of our Career and Professional Development team after the submission of their application.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

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 revised wording within the Interview section is to align with our general admissions requirements for all DeGroote MBA programs. It is also to ensure that the review process and order of operations surrounding these online interviews is more clear for applicants.

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

September, 2024

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

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Goran Calic   Email: calicg@mcmaster.ca   Date submitted: December 21, 2023

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

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:
1.   This form must be completed for **ALL** changes involving degree program requirements/procedures. **All** sections of this form **must** be completed.
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).
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.

DEPARTMENT	DeGroote School of Business
NAME OF PROGRAM and PLAN	Business Administration, Full-Time, MBA
DEGREE	**Master of Business Administration**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

CREATION OF NEW MILESTONE ☐

CHANGE IN ADMISSION REQUIREMENTS		CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE		CHANGE IN COURSE REQUIREMENTS

CHANGE IN THE DESCRIPTION OF A **SECTION** IN THE GRADUATE CALENDAR	x	**EXPLAIN:** Proposal to add additional alternatives to the GMAT (specifically Peng and CPA)

OTHER CHANGES	**EXPLAIN:**

DESCRIBE THE <u>EXISTING</u> REQUIREMENT/PROCEDURE:

Current admissions criteria for Full-Time MBA Program:

- **Degree**: Completion of an Honours Bachelor's degree from a recognized university
- **GPA**: Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT**: Required. Applicants may submit the following in lieu of a GMAT (please contact the MBA Recruitment and Admissions Office for further details):
  - GRE
  - MCAT
  - CFA Level 2
- **Proof of English Language Proficiency**: Required for applicants:
  - Whose previous degree was not completed with the language of instruction of English.
  - Who have been resident in an English-speaking country for less than four years.
  - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
  - Academic IELTS
  - TOEFL
- **Work Experience**: 1 year of post- graduate work experience is required.

  * Although we recommend one year of work experience, exceptional applicants will be considered with less than one year of experience.

- References: Provide two (2) references. Applicants are encouraged to seek one academic and one professional (current or former direct supervisor or manager) reference.
- Interview: Applicants are required to complete an online interview prior to submission of their application.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

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

Applicants to the Full-Time MBA Program are expected to meet the following requirements/provide the following required documentation:

- Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
- **Degree:** Completion of an Honours Bachelor's degree from a recognized university

- **GPA:** Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT:** Required. Applicants may submit the following in lieu of a GMAT (please contact the MBA Recruitment and Admissions Office for further details):
  - GRE
  - MCAT
  - CFA Level 2
  - Canadian CPA
  - PEng
- **Proof of English Language Proficiency:** Required for applicants:
  - Whose previous degree was not completed with the language of instruction of English.
  - Who have been resident in an English-speaking country for less than four years.
  - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
  - Academic IELTS
  - TOEFL
- **Work Experience:** 1 year of post- graduate work experience is required.
      * Although we recommend one year of work experience, exceptional applicants will be considered with less than one year of experience.
- **References:** Provide two (2) references. Applicants are encouraged to seek one academic and one professional (current or former direct supervisor or manager) reference.
- **Interview:** Applicants are required to complete an online interview prior to submission of their application. Applications will not be reviewed until all components are completed and received.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

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?):

Both CPA and PEng designations offer a strong quantitative component and are similar in scope to CFA Level 2 (which is currently accepted as an alternative to the GMAT) and so the recommendation is to also include these designations. In addition, a review of the MBA admissions requirements at other Business schools noted that Ivey (Western) and Rotman (University of Toronto) have now included the addition of CPA and PEng designations as alternatives to the GMAT.

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

Commented [JD2]: This verbiage was already passed in prior PDC meeting and will be going forward to GCPC for approval.

September, 2024

ARE THERE ANY OTHER DETAILS OF THE RECOMMENDED CHANGE THAT THE CURRICULUM AND POLICY COMMITTEE SHOULD BE AWARE OF? IF YES, EXPLAIN.
CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:
Name: Goran Calic   Email: calicg@mcmaster.ca   Date submitted: February 1st, 2024

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

McMaster University

SCHOOL OF GRADUATE STUDIES

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:
1. This form must be completed for **ALL** changes involving degree program requirements/procedures. **All** sections of this form **must** be completed.
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).
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.

DEPARTMENT	DeGroote School of Business		
NAME OF PROGRAM and PLAN	Business Administration, Co-op, MBA		
DEGREE		**Master of Business Administration**	
NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)* **Is this change a result of an IQAP review?** ☐ Yes ☒ No			
CREATION OF NEW MILESTONE ☐			
CHANGE IN ADMISSION REQUIREMENTS	CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE		CHANGE IN COURSE REQUIREMENTS
CHANGE IN THE DESCRIPTION OF A **SECTION** IN THE GRADUATE CALENDAR	x	**EXPLAIN:** Proposal to add additional alternatives to the GMAT (specifically Peng and CPA)	
OTHER CHANGES	**EXPLAIN:**		

DESCRIBE THE <u>EXISTING</u> REQUIREMENT/PROCEDURE:

Current admissions criteria for MBA Co-op Program:

- **Degree**: Completion of an Honours Bachelor's degree from a recognized university.
- **GPA**: Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT**: Required. Applicants may submit the following in lieu of a GMAT (please contact the MBA Recruitment and Admissions Office for further details):
  - GRE
  - MCAT
  - CFA Level 2
- **Proof of English Language Proficiency**: Required for applicants:
  - Whose previous degree was not completed with the language of instruction of English.
  - Who have been resident in an English-speaking country for less than four years.
  - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests**:
  - Academic IELTS
  - TOEFL
- **Work Experience**: Although work experience is an asset no post-graduate work experience is required.
- **References**: Provide two (2) references. Applicants are encouraged to seek one academic and one professional (current or former direct supervisor or manager) reference.
- **Interview**
  - Applicants are required to complete an online interview prior to submission of their application.
  - Applicants may be invited to an additional one- on- one interview with a member of our Career and Professional Development team after the submission of their application.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

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

Applicants to the MBA Co-op Program are expected to meet the following requirements/provide the following required documentation:

- Completed on-line application accompanied by the application fee ($150 Cdn). Further details can be found at https://mbarecruit.degroote.mcmaster.ca/admissions/
- **Degree:** Completion of an Honours Bachelor's degree from a recognized university.
- **GPA:** Recommended B average (equivalent to a McMaster 8.0 GPA out of 12) or higher. GPA will be calculated using the two most recent years of undergraduate or graduate study, 20 courses, or the equivalent of 60 academic credits. A combination may be used and is determined on a case-by-case basis.
- **GMAT:** Required. Applicants may submit the following in lieu of a GMAT (please contact the MBA Recruitment and Admissions Office for further details):
  - GRE
  - MCAT
  - CFA Level 2
  - Canadian CPA
  - PEng
- **Proof of English Language Proficiency:** Required for applicants:
  - Whose previous degree was not completed with the language of instruction of English.
  - Who have been resident in an English-speaking country for less than four years.
  - Who have completed less than three years of full-time post-secondary education with English as the primary language of instruction, excluding ESL courses.
- **Acceptable English Language Proficiency Tests:**
  - Academic IELTS
  - TOEFL
- **Work Experience:** Although work experience is an asset no post-graduate work experience is required.
- **References:** Provide two (2) references. Applicants are encouraged to seek one academic and one professional (current or former direct supervisor or manager) reference.
- **Interview**
  - Applicants are required to complete an online interview prior to submission of their application. Applications will not be reviewed until all components are completed and received.
  - Applicants may be invited to an additional one- on- one interview with a member of our Career and Professional Development team after the submission of their application.

Please note: meeting minimum admission requirements does not guarantee acceptance into the program.

Commented [JD1]: This verbiage was already passed in prior PDC meeting and will be going forward to GCPC for approval.

Commented [JD2]: This verbiage was already passed in prior PDC meeting and will be going forward to GCPC for approval.

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?):

Both CPA and PEng designations offer a strong quantitative component and are similar in scope to CFA Level 2 (which is currently accepted as an alternative to the GMAT) and so the recommendation is to also include these designations. In addition, a review of the MBA admissions requirements at other Business schools noted that Ivey (Western) and Rotman (University of Toronto) have now included the addition of CPA and PEng designations as alternatives to the GMAT.

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

September, 2024

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

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Goran Calic   Email: calicg@mcmaster.ca   Date submitted: February 1st, 2024

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

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To : Graduate Council

From : Christina Bryce
Assistant Graduate Secretary

_____

At its meeting on January 31st the Faculty of Humanities Graduate Curriculum and Policy Committee approved the following graduate curriculum recommendations.

Please note that these recommendations were approved by the Faculty of Humanities.

For Approval of Graduate Council:
- **Greek and Roman Studies**
  - **Program Name Change**

- **English and Cultural Studies**
  - **Program Name Change**
  - **Program Merger**
  - **Change to Calendar Copy – M.A.**
  - **Addition of Approved Electives**

For Information of Graduate Council:
- **Course Cancellations**
  - 711 Celebrity/Culture
  - 731 Anxiety Disorders: The Cultural Politics of Risk
  - 747 Discourses of Empire 1700-1820
  - 749 Getting and Spending: The Birth of Consumer Culture
  - 762 Queer Historicisms and British Cultural Memory
- **Change to Course Title,**
  - 717 Global Sex
- **Change to Course Description and Title**
  - 712 Queer, Two-Spirit, & Trans- Indigenous Writings
  - 757 Gender, Civility and Courtliness in Early Modern Europe
- **Change to Course Description and Grading Basis**
  - 733 Problems in Cultural Studies
- **Change in Course Description and Title** (effective fall 2025)
  - 733 Problems in Cultural Studies
  - 799 Critical and Creative Approaches to Literary Studies: Sharing Knowledges in/with/for Communities
- **New Courses**

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- o 786 The Novel of Now: Or, How Artists Speak Back to States of Civil Violence and War
- o 792 Life Writing & Health in the 21st C

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.
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).
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.

DEPARTMENT	Greek and Roman Studies
NAME OF PROGRAM and PLAN	Classics

DEGREE	**MA and PhD**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			

Other Changes:	X	**Explain:** We are requesting a change to the name of the graduate programs (MA and PhD) to reflect the department name change, which was approved last year (2022-2023).

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Describe the existing requirement/procedure:

Current program names: MA in Classics; PhD in Classics

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Program names would be: MA in Greek and Roman Studies; PhD in Greek and Roman Studies, in accordance with the new department name (Greek and Roman Studies).

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 change will reflect the department's name change to Greek and Roman Studies. This change was made to better reflect the department's areas of teaching and research. The name 'Classics' was decreasingly familiar to undergraduate students and we strive to reach as many students as possible; a name that is more explicit about what we do will give students a better understanding of the department and could help with recruitment. Furthermore, the change is consistent with a trend in the discipline throughout North America of moving away from the name 'Classics' to more descriptive, inclusive department names. We would like the graduate program names to be consistent with the department name and the undergraduate program names.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September, 2024

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

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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):

Program names would appear as MA in Greek and Roman Studies; PhD in Greek and Roman Studies.

Contact information for the recommended change:

Kathryn Mattison: mattisk@mcmaster.ca; x24577

Name: Kathryn Mattison Email: mattisk@mcmaster.ca   Date submitted: November 8, 2023

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
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DEPARTMENT	English and Cultural Studies		
NAME OF PROGRAM and PLAN	PhD in English and Cultural Studies *(change of program name)*		
DEGREE			
**NATURE OF RECOMMENDATION** *(PLEASE CHECK APPROPRIATE BOX)* **Is this change a result of an IQAP review?** ☒ **Yes** ☐ **No**		
**Creation of a New Milestone** ☐		
Change in Admission Requirements	**Change in Comprehensive Examination Procedure**	**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar	**EXPLAIN:**		
Other Changes: X	**Explain:** Changing name of the English doctoral program to PhD in English & Cultural Studies		
Describe the existing requirement/procedure:			

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Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

This new name for the PhD will:

- Align with our departmental name and the new name for our MA in English and Cultural Studies.
- Accentuate the interdisciplinarity that is a hallmark of our department.

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 name change will help us as a department to proactively address tensions noted in our last IQAP report related to the relationship between literary studies and cultural studies. In that report, external reviewers report confusion amongst students regarding how these two modes of inquiry speak to one another, as well as worries among faculty members that both approaches are not valued equally within our departmental culture.

The current name for our English PhD inadvertently reinforces divisions eschewed by our departmental name change from over a decade ago. Renaming the PhD (simultaneously with renaming our newly merged MA programme with two streams) will address this unintended problem, affirming our commitment to productive synergies across literary and cultural studies.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Fall 2024

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

N/A

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):

N/A

Contact information for the recommended change:

Name: Dr. Melinda Gough   Email: goughm@mcmaster.ca   Date submitted: Dec. 2024

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

<table>
<tr><td colspan="2" align="center">**Please read the following notes before completing this form:**</td></tr>
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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.

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DEPARTMENT	English and Cultural Studies
NAME OF PROGRAM and PLAN	MA in English and Cultural Studies *(change of program name)*
DEGREE	MA

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☒ Yes ☐ No
Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			
Other Changes:	X	**Explain:** **Overview:** We propose merging our existing programs into one MA with two possible streams alongside a program name change to reflect the merged degrees, with no other significant changes to the degree and PLOs. One stream will be a coursework stream that includes 799, our existing cohort-building project-centred core course in the Public Humanities. The other will be an			

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MRP stream that includes ECS 733, a cohort-building core course in research methods, organization, writing and time management strategies geared toward the successful development and completion of the MRP.

This proposed change will:

- Harmonize requirements, offering all MA applicants the flexibility to apply for either stream;
- Retain existing learning outcomes of our current MA programmes;
- Accentuate the interdisciplinarity that is the hallmark of our department;
- Consolidate our offerings and service commitments to reflect shrinking resources;

Describe the existing requirement/procedure:

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

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?):

In 2021, the department eliminated the thesis option for the English MA due, among other factors, to lack of supervisory capacity. However, many of our strongest English MA applicants propose well-defined independent research projects; indeed, those who apply for SSHRC CGS-M are required to propose such a project. Currently, our English MA students cannot pursue these projects as an MRP; their only option is the public-facing independent project option embedded in English 799. They also do not usually have access to CultrSt 732, which offers an important introduction to key Cultural Studies terms and readings.

CSCT MA students, by turn, are required to complete MRPs but do not have the option to take English 799. However, 799's Public Humanities focus and space for research-creation work are strongly relevant to many of these students. Indeed, many CSCT MA students might well prefer 799's options for research-creation and/or public facing projects, as opposed to the more traditional writerly, academic-community focused MRP.

Learning outcomes will remain the same between the existing programs and the new merged program, as will almost all of the requirements (please see charts below).

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Current Cultural Studies and Critical Theory MA programme

Fall	Winter	Summer
CULTRST 732 (mandatory)	CULTRST 733 (mandatory)	Major Research Project
Elective 1	Elective 3	Including proposal (1,000 words plus bibliography) + work-in-progress colloquium
Elective 2	Elective 4	

Merged English and Cultural Studies MA programme -- MRP stream

Electives may include ECS 732

Fall	Winter	Summer
Elective 1	ECS 733 (mandatory)	Major Research Project
Elective 2	Elective 4	Including proposal (500 words plus bibliography) + work-in-progress colloquium
Elective 3	Elective 5	

Current English MA programme

Option 1: Electives cannot include CultrSt 733

Fall	Winter	Summer
Elective 1	English 799A (mandatory)	English 799B (mandatory) includes independent project colloquium
Elective 2	Elective 4	Elective 6
Elective 3	Elective 5	

Option 2: Electives cannot include CultrSt 733

Fall	Winter	Summer
Elective 1	English 799A (mandatory)	English 799B (mandatory) Includes independent project colloquium
Elective 2	Elective 4	
Elective 3	Elective 5	
	Elective 6	

Merged English and Cultural Studies MA programme -- coursework stream

Option 1: Electives can include ECS 732

Fall	Winter	Summer
Elective 1	English 799A (mandatory)	ECS 799B (mandatory) includes independent project colloquium
Elective 2	Elective 4	Elective 6
Elective 3	Elective 5	

Option 2: Electives can include ECS 732

Fall	Winter	Summer
Elective 1	English 799A (mandatory)	English 799B (mandatory) Includes independent project colloquium
Elective 2	Elective 4	
Elective 3	Elective 5	
	Elective 6	

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As indicated in the charts above, we propose to keep CultrSt 732 under the revised course code ECS 732. Instead of this being a mandatory seminar for CSCT MA students it will be an elective course open to students in both the MRP and the course-based streams (as well as to students in our PhD programmes).

To ensure that students in both streams are adequately supported as they move toward independent work, each stream will also retain one mandatory Winter term course designed to act as a hub for cohort building and a supportive community for students to begin pursuing independent research. For the course-based stream, this hub will remain 799; for the MRP stream, the hub will be ECS 733, a revised iteration of what is currently CultrSt 733. Each core course will include a module designed to introduce students to key terms, frameworks, and practical skills designed to help anchor independent project/MRP work. The colloquium for each stream will also provide all MA students with professionalization skill-building opportunities in knowledge mobilization: each student will present their own research/research in progress for an interdisciplinary audience of peers and faculty members, and participate as an audience member for their fellow presenters.

The English and Cultural Studies MRP proposal, due in early February, will now be 500 words (down from the 1,000 word length of our current CSCT MRP proposal) plus bibliography, to better enable timely and constructive (peer) workshopping within ECS 733, focused around fundamental questions of scope, scale, and how to situate the research. The MRP length itself will be 30-40 pages plus bibliography (rather than 50 pages with bibliography). This reduction in final project length matches current practice in the CSCT MA programme introduced temporarily in response to the pandemic. Regularizing this practice has the added value of supporting MA MRP-stream students in producing journal-article length essays.

The proposed merger resulting in a two-stream degree titled MA in English and Cultural Studies will help us as a department to proactively address tensions noted in our last IQAP report related to the relationship between literary studies and cultural studies. In that report, external reviewers report confusion amongst students regarding how these two modes of inquiry speak to one another, as well as worries among faculty members that both approaches are not valued equally within our departmental culture. The current organization of our MA offerings, with two separate and separately named MA programs in which only elective courses are shared, inadvertently reinforces divisions eschewed by our departmental name change from over a decade ago. Reorganizing our MA programme offerings under a shared name will help to ameliorate this unintended problem by affirming the department's shared commitment to emphasizing productive synergies between literary and cultural studies and will better reinforce what is distinct about our department. (Indeed, we are also proposing to change the programme name for our PhD to English and Cultural Studies, so that all degree programmes within the department will now match the department name.)

Within the newly merged programme, each stream will have a core course that brings together student researchers working across literary and cultural studies frameworks. Each course will thus recognize and foster multiple approaches, and both streams will include student presentations at colloquia to which faculty members will be invited. These colloquia have the capacity to foster more richly interdisciplinary conversations amongst graduate students and faculty members alike.

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Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Fall 2025

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please 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):

Proposed Programme Calendar Description

The MA in English and Cultural Studies offers students valuable opportunities to exchange ideas in graduate coursework and to pursue independent research in literary studies, cultural studies, and/or critical theory.

Candidates for the M.A. in English and Cultural Studies will complete one of two possible streams.

> *Course-based stream*: Students in the course-based stream complete six elective one-term graduate courses or their equivalent, with grades of at least B- in each, and one required core course (ECS 799), assessed on a pass/fail basis, that extends across the winter and spring/summer terms. ECS 799 acts as a hub for student-centred community and discussion regarding the Public Humanities, with a particular focus on writing with/in/for communities. Students in this course devise individual public-facing research or research-creation projects and present their projects at a colloquium in early August.

> *MRP stream*: Students in the MRP (Major Research Project) stream complete five elective one-term graduate courses (or their equivalent) over the fall and winter terms, with grades of at least B- in each. They also take one required core course (ECS 733) assessed on a pass/fail basis, in the winter term. ECS 733 focuses on research methods in English and Cultural Studies and acts as a hub for supporting students as they begin planning independent work on their MRPs. Students are welcome to pursue Major Research Projects that engage literary studies, cultural studies, critical theory, and/or synergies between these fields. In late spring students present MRP work in progress at a colloquium and during the summer write a Major Research Project of 7,500 to 10,000 words (30 to 40 pages).

The M.A. degree normally requires one full year to complete.

The minimum admission requirement is a four-year undergraduate degree in a relevant discipline or disciplines, and with an average of B+ in at least six full or twelve half courses beyond the introductory level.

Contact information for the recommended change:

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Name: Melinda Gough   Email: goughm@mcmaster.ca   Date submitted: January 2024

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

Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed. 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). 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.

DEPARTMENT	English and Cultural Studies
NAME OF PROGRAM and PLAN	Master's program in English
DEGREE	**English MA**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☐ No
Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	
<mark>**Change in the Description of a section of the Graduate Calendar**</mark>	X	**EXPLAIN:** Change to the wording of the English MA "program options" for fall 2024			
Other Changes:	**Explain:**				

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Describe the existing requirement/procedure:

A candidate for the M.A. in English will complete seven one-term graduate courses or their equivalent, three courses in each of the fall and winter terms and one required core course that extends across the winter and spring/summer terms, with grades of at least B- in each. The core course requires students to complete an independent project in the spring/summer, which will be assessed on a pass/fail basis by the course instructor.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)* <u>Reword the above paragraph to</u>:

A candidate for the M.A. in English will complete seven one-term graduate courses or their equivalent, including one required core course that extends across the winter and spring/summer terms, with grades of at least B- in each. The core course requires students to complete an independent project in the spring/summer, which will be assessed on a pass/fail basis by the course instructor.

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?):
No substantive change.

Proposal calendar wording matches that of our graduate program handbook, which clarifies that English MA students complete 6 elective courses in one of two possible schedule configurations: (1) 3 elective courses fall term, 3 elective courses winter term, 1 required course extending across winter and spring/summer terms, OR (2) 3 elective courses fall term, 2 elective courses winter term, 1 elective course spring/summer term, 1 required course extending across winter and spring/summer terms.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Fall 2024

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

no

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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):

A candidate for the M.A. in English will complete seven one-term graduate courses or their equivalent, ~~three courses in each of the fall and winter terms and~~ including one required core course that extends across the winter and spring/summer terms, with grades of at least B- in each. The core course requires students to complete an independent project in the spring/summer, which will be assessed on a pass/fail basis by the course instructor.

Contact information for the recommended change:

Name: Dr. Melinda Gough   Email: goughm@mcmaster.ca   Date submitted: Dec. 2024

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

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DEPARTMENT	English & Cultural Studies
NAME OF PROGRAM and PLAN	English MA, Cultural Studies & Critical Theory MA, and English PhD

DEGREE	**ENGLPHD, ENGLMA, and CSCTMA**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

Creation of a New Milestone ☐

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	X
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			

Other Changes:	X	**Explain:** Approved electives for CMSTMM and GSJ grad courses, for the masters (including some 600 level) and the doctoral ECS programs (excluding 600 level courses)

Describe the existing requirement/procedure:

1) Approved electives for CMST&MM courses for the **PhD and both MA programs:**
- CMST&MM 702 / Media and Social Issues
- CMST&MM 703 / New Media Studio Topics
- CMST&MM 705 / Digital Media and Cultural Exchange
- CMST&MM 706 / Technologies of Communication
- CMST&MM 707 / Theoretical Issues in Media, Culture and Communication
- CMST&MM 708 / Selected Topics in Communication and New Media
- CMST&MM 710 / International Communication
- CMST&MM 714 / Feminism, Technology and Science
- CMST&MM 715 / Cultural Memory, the Media, and "Us"
- CMST&MM 716 / Critical Perspectives on Documentary
- CMST&MM 717 / Youth, New Media, and Culture
- CMST&MM 718 / Critical Approaches to Communication Policy & Law
- CMST&MM 719 / Media and Mimesis: Installation and Performance Media
- CMST&MM 720 / Data Cultures
- CMST&MM 721 / Alternative Media Forms in Africa
- CMST&MM 722 / Beyoncé Studies: Creativity, Celebrity, and Activism
- CMST&MM 723 / Islam, Feminisms and Global Media
- CMST&MM 724 / Visions of Extinction: What the End Looks Like From Here
- CMST&MM 725 / Theory, Race, and Power
- CMST&MM 726 / Media, Sustainability, and Climate Justice
- CMST&MM 727 / Cultural Production and the Environment
- CMST&MM 728 / Critical Hope in Times of Protracted Crises

2a) Approved electives for Gender Studies & Social Justice courses for **both MA programs:**
- GENDR ST 700 / Theorizing Gender and Social Justice
- GENDR ST 6G03 / Language, Sex and Gender
- GENDR ST 6QA3 / Queerness in the Archives: Lesbian and Gay Writing, Art and Activism in Canada, 1969-1989
- GENDR ST 6RI3 / Colonialism and Resistance in Representations of Indigenous Womanhood
- GENDR ST 702 / Gender and Social Justice in Community
- GENDR ST 703 / Topics in Gender and Social Justice
- GENDR ST 705 / Disability, Subjectivity, and Visual Representation
- GENDR ST 706 / From There to Here: Refugee Women in the World and in Our Community
- GENDR ST 708 / Creating and Embodying Theory
- GENDR ST 721 / Social Justice Perspectives on Gender and Health
- GENDR ST 722 / Stories, bodies, archives: un/Learning in Movements
- GENDR ST 723 / Islam, Feminisms and Global Media
- GENDR ST 728 / Critical Hope in Times of Protracted Crises

2b) Approved electives for GSJ courses for the **PhD program:**
- GENDR ST 700 / Theorizing Gender and Social Justice
- GENDR ST 702 / Gender and Social Justice in Community
- GENDR ST 703 / Topics in Gender and Social Justice

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- GENDR ST 705 / Disability, Subjectivity, and Visual Representation
- GENDR ST 706 / From There to Here: Refugee Women in the World and in Our Community
- GENDR ST 708 / Creating and Embodying Theory
- GENDR ST 721 / Social Justice Perspectives on Gender and Health
- GENDR ST 722 / Stories, bodies, archives: un/Learning in Movements
- GENDR ST 723 / Islam, Feminisms and Global Media
- GENDR ST 728 / Critical Hope in Times of Protracted Crises

The approval of these electives – to be ==**automatically included as required degree courses**== *on the academic advisement reports for ECS grad students and in the* [Graduate Calendar course listings page](link)*.*

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

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?):

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

To be applicable for the fall 2024 clear to graduate session

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please 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):

Contact information for the recommended change:

Name: Dr. Melinda Gough   Email: goughm@mcmaster.ca Date submitted: January 2024

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To   :   Graduate Council

From   :   Christina Bryce
                   Assistant Graduate Secretary
_____

Via e-ballot on October 31st and at it's meeting on February 14th the Faculty of Science Graduate Curriculum and Policy Committee approved the following recommendations.

Please note that these recommendations were approved by the Faculty of Science.

For Approval of Graduate Council:

   a. **Biology**
        i. **Change to Course Requirements**

   b. **Chemistry**
        i. **Addition of Advanced Credit Option and Change to Calendar Copy**

   c. **Physics and Radiation Sciences**
        i. **Change to Electives**
        ii. **Change to Course Requirements**

For Information of Graduate Council:

   d. **Earth, Environment and Society**
        i. **Course Cancellations**
            1. 6T03 Plate Tectonics and Ore Deposits
            2. 6UF3 Geography of Gender
            3. 6UH3 Urban Housing
            4. 709 Radiogenic Isotopes in Earth and Planetary Sciences
            5. 726 Feminist Geography
            6. 728 Urban Historical Geography
            7. 730 Urban Social Geography
            8. 733 Integrated Urban Models: Designs, Structure and Applications
            9. 735 Topics in Urban Geography
            10. 736 Geographies of Health
            11. 737 Activity Analysis: Advanced Travel Behaviour Analysis and Modeling
            12. 743 International Housing
            13. 746 Advanced Statistical Methods in Geography
            14. 752 Geomicrobiology
            15. 758 Advanced Structural Geology
            16. 759 Numerical Modeling in Global Climatology
            17. 760 Exploration Seismology
            18. 761 Advanced Glacial Sedimentology

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19. 764 Quaternary Dating Methods
20. 750 Advanced Groundwater Flow & Containment Transport
21. 770 Use of Secondary Data Analyses to Examine Social Determinants of Health

  ii. **Change to Course Description**
    1. 762 Advanced Geophysical Mapping and Modeling

  iii. **New Course**
    1. 750 The Art and Science of the Literature Review
    2. 720 Sediment Transport in Fluvial Environments

e. Biology
  i. **New Course**
    1. 700 Biology Seminar course

f. Physics and Radiation Sciences
  i. **Change in Course Title and Description**
    1. **755** Physical Properties of Polymers

  ii. **Change to Unit Count**
    1. 783 Anatomy for Medical Physicists
  iii. **Change to Grading Basis**
    1. 778 Radiation Oncology Physics I
  iv. **Course Cancellation**
    1. 6R03 Radiation and Radioisotope Methodology
  v. **New Course**
    1. 773 Physics of Radiation Detection and Measurement

g. Computational Science and Engineering *
  1. **New Cross-listed Courses**
    a. 704 Introduction to Computational Natural Language Processing
    b. 705 Deep Learning
    c. 706 Optimization and Machine Learning with Big Data

*also approved by the Faculty of Engineering and Faculty of Business

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
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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).

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. |

DEPARTMENT	Biology
NAME OF PROGRAM and PLAN	Graduate Program in Biology
DEGREE	**MSc, PhD**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☒ **Yes** ☐ **No**
Creation of a New Milestone ☒

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	X
Change in the Description of a section of the Graduate Calendar	X	**EXPLAIN:** We are proposing to add a required pass/fail seminar course to the MSc and PhD program			
Other Changes:	X	**Explain:** We wish to add a new pass/fail seminar course to the calendar			

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Describe the existing requirement/procedure:

The department had previously approved a requirement that students attend a minimum of 12 seminars per year; however, there is no mechanism in place to track this, and no incentive/accountability associated with the current system.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

We are proposing that all graduate students be required to register for a 2-term seminar course that is pass/fail. The requirements for this course are to attend at least 12 seminars and provide a short (3 sentence) description of each seminar, and/or answer a few short questions about the seminar. Eligible seminars include any university seminar, including our weekly departmental seminar, departmental seminars in any other department in the Faculty of Science or Health Sciences, and our specialty seminars (Ethology, Evolution, Behaviour (EEB), VOX). For students that have justified conflicts (e.g. TA duties, parenting), alternative activities will be developed in consultation with the course coordinator. Students will be required to register for this course each year, and they are required to pass the course for each year of in-time study in order to complete their degree. Departmental seminars will be recorded. In the event of failure, student will have the opportunity to view these recordings in order to pass this required course.

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 rationale for this change is to expose our graduate students to diverse approaches in science, encourage cross-disciplinary thinking, and strengthen our departmental research community. In our 2018 IQAP, it was recommended that all Biology graduate students be required to attend departmental seminars, and this course offering reflects our continuing efforts to promote seminar attendance by our graduate students.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

To begin in the Fall term of 2024

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Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please 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):

The M.Sc. candidate is required to complete satisfactorily two half courses in Biology or related fields, both of which must be at the 700 level. In addition, M.Sc. candidates are required to take a pass/fail seminar course (BIO7XX) each academic year.

Enrolment in the Ph.D. program is dependent upon the successful completion of the transfer examination. Ph.D. candidates are required to take a pass/fail seminar course (BIO7XX) each academic year.

Contact information for the recommended change:

Name: Ben Evans   Email: evansb@mcmaster.ca Date submitted: Dec 12, 2023

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

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

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DEPARTMENT	Chemistry & Chemical Biology
NAME OF PROGRAM and PLAN	Chemistry MSc
DEGREE	**Chemistry MSc**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	X
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			
Other Changes:		**Explain:**			

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Describe the existing requirement/procedure:

600 level courses are counted as 3 units in the calendar and in Mosaic, but only as 1.5 units towards the program requirements. Also, the Advance Credit option (https://academiccalendars.romcmaster.ca/content.php?catoid=46&navoid=9200&hl=%22advanced+%22&returnto=search#2.3_Advance_Credit_and_Determination_of_Course_Equivalency) is not currently available to students.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

All courses will be counted towards the program requirements with their actual unit count. The possibility of receiving advance credit for a 400 level Chemistry course for which a 600 level equivalent Chemistry course exists will be introduced and specifically highlighted.

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?):

It causes confusion that the program administrator has to tell the students something different from Mosaic about whether they have fulfilled their course requirement, and it is not possible to change the unit count of 600 level courses in Mosaic. In either case, the required workload in a 600 level course justifies 3 units credit. For the Advance Credit, some of our undergrads are already loading up in 4th year on hard chemistry courses, working very hard in undergrad and ending up short of good course options when they start their MSc, effectively getting punished.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 2024.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

The 1.5 to 3 unit count change would be in effect immediately. No implementation plan is required since it simply requires the program to accept the existing reality of how courses are counted in Mosaic.

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 minimum course requirement for the M.Sc. degree is five graduate modules (1.5 units each, 7.5 units total) or the equivalent, including CHEM 700 (1.5 units), with the remainder selected from any of the offered Chemistry modules, 600-level courses (one module credit

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~~each)~~, or extra-departmental graduate courses ~~(usually two module credits each)~~. The minimum passing grade for any course is B-. Students are strongly encouraged to complete a minimum of two prescribed modules within their sub-discipline (see Chemistry, Ph.D). A maximum of one 600-level course may be included in the minimum course requirement. In place of a 600-level course, students may instead receive advance credit for one Chemistry 400-level course taken (while completing 600-level material) in the department during their undergraduate degree at McMaster if a Chemistry 600-level equivalent of the course is listed in the Graduate Calendar (see Advance Credit). Advance credit must be approved by the supervisor of the student, the Associate Chair Graduate, Chemistry, as well as the Associate Dean Graduate, Science. Additional courses beyond the minimum requirement may be recommended by the supervisory committee.

Contact information for the recommended change:

Name: Peter Kruse   Email: pkruse@mcmaster.ca Date submitted: 26 Jan 2024

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

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DEPARTMENT	Physics and Astronomy
NAME OF PROGRAM and PLAN	GSCPH - PHYSPHD
DEGREE	PHYS PHD

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*	
Is this change a result of an IQAP review? ☐ Yes ☒ No	
Creation of a New Milestone ☐	

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			
Other Changes:	X	**Explain:** **Expand the list of courses students can chose from for their required courses**			

Describe the existing requirement/procedure:

 To graduate with a PhD students must take 2 courses from a list of 4 possibilities as part of their course requirements. This list of 4 options has been unchanged for decades despite the growth in new research areas. The current list is:

- PHYSICS 739 / Advanced Quantum Mechanics I
- PHYSICS 740 / Advanced Quantum Mechanics II
- PHYSICS 746 / Advanced Classical Electrodynamics
- PHYSICS 750 / Statistical Mechanics

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Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

We are proposing to expand the list of courses students can chose from for the two required courses (we call these "core courses") to include more currently offered courses, adding "core courses" from all areas of research.

We propose expanding the current list from:
- PHYSICS 739 / Advanced Quantum Mechanics I
- PHYSICS 740 / Advanced Quantum Mechanics II
- PHYSICS 746 / Advanced Classical Electrodynamics
- PHYSICS 750 / Statistical Mechanics

To
- PHYSICS 729 / Condensed Matter I
- PHYSICS 730 / Condensed Matter II
- PHYSICS 739 / Advanced Quantum Mechanics I
- PHYSICS 740 / Advanced Quantum Mechanics II
- PHYSICS 746 / Advanced Classical Electrodynamics
- PHYSICS 750 / Statistical Mechanics
- PHYSICS 755 / Soft Condensed Matter Physics *
- PHYSICS 761 & Physics 762 / Introductory Astrophysics I and II

    *Note name change proposed in a course change document that is part of this package

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 does not fundamentally change the program or the course requirements, but it does give students a little more flexibility in what they can choose for their two "core courses" and will enable students to take courses more relevant to their research. The original list of 4 "core courses" was defined decades ago before we had expanded into new areas of research such as astrophysics and biophysics.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 1, 2024

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

Our goal with this change is to align our "core courses" with research areas in the department and give students a little more flexibility in their course selections.

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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):

In the PhD description in the calendar, change:

Course Requirements

The minimum course requirement for the Ph.D. is one full graduate course at the 700-level beyond the M.Sc., for a minimum total of 3 full graduate courses in the combined M.Sc. and Ph.D. degrees. The Department expects that most candidates will be required by their supervisory committee to complete more than the minimum number of courses. Two of the four following half courses must be completed in either the M.Sc. or Ph.D.:

- PHYSICS 739 / Advanced Quantum Mechanics I
- PHYSICS 740 / Advanced Quantum Mechanics II
- PHYSICS 746 / Advanced Classical Electrodynamics
- PHYSICS 750 / Advanced Statistical Mechanics I

TO:

Course Requirements

The minimum course requirement for the Ph.D. is one full graduate course at the 700-level beyond the M.Sc., for a minimum total of 3 full graduate courses in the combined M.Sc. and Ph.D. degrees. The Department expects that most candidates will be required by their supervisory committee to complete more than the minimum number of courses. Two of the following half courses must be completed in either the M.Sc. or Ph.D.:

- PHYSICS 729 / Condensed Matter I
- PHYSICS 730 / Condensed Matter II
- PHYSICS 739 / Advanced Quantum Mechanics I
- PHYSICS 740 / Advanced Quantum Mechanics II
- PHYSICS 746 / Advanced Classical Electrodynamics
- PHYSICS 750 / Statistical Mechanics
- PHYSICS 755 / Soft Condensed Matter Physics *
- PHYSICS 761 & Physics 762 / Introductory Astrophysics I and II

Contact information for the recommended change:

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Name: Laura Parker   Email: lparker@mcmaster.ca   Date submitted: Jan 23, 2024

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

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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.

DEPARTMENT	Physics and Astronomy
NAME OF PROGRAM and PLAN	GSCMS - HRADPHYMSC (Health & Radiation Physics Masters)
DEGREE	HRADPHYMSC

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	X
Change in the Description of a section of the Graduate Calendar		EXPLAIN:			
Other Changes:		Explain:			

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Describe the existing requirement/procedure:

The Health and Radiation Physics 1 year MSc program requires 4 courses be completed: 3 required courses and one course from a list of electives. We would like to add one more course, MedPhys 779, to the list of possible electives.

Provide a detailed description of the Recommended Change (Attach additional pages if space is not sufficient.)

Add MedPhys 779 to the list of elective courses for the Health and Radiation Physics MSc program. This course, which covers topics in radiation health risks, is highly relevant to the Health Physics students in this program.

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?):

MedPhys 779 is offered regularly and would be an excellent addition as an elective to the Health and Radiation Physics program. The course content is highly relevant to Health Physics students and the faculty teaching in this program have requested this addition.

Provide implementation date: (Implementation date should be at the beginning of the academic year)

Sept 1, 2024.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please 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):

Add Med Phys 779 Radiation Health Risks and Benefits to the list of electives in Health and Radiation Physics

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Students must complete satisfactorily one additional 700-level course from the following list:

- [MED PHYS 770 / Medical Imaging Systems I](#)
- [MED PHYS 771 / Isotopes In-Vivo](#)
- [MED PHYS 774 / Monte Carlo simulation for Medical, Health and Radiation Physics](#)
- [MED PHYS 778 / Radiation Oncology Physics I](#)
- **MED PHYS 779 / Radiation Health Risks and Benefits**

(last line is the new addition proposed)

Contact information for the recommended change:

Name: Laura Parker   Email: lparker@mcmaster.ca   Date submitted: January 10, 2024

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

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To   :   Graduate Council

From   :   Christina Bryce
                     Assistant Graduate Secretary
_____

At its meeting on November 22nd and January 31st the Faculty of Social Sciences Graduate Curriculum and Policy Committee approved the following graduate curriculum recommendations.

Please note that these recommendations were approved by the Faculty of Social Science.

For Approval of Graduate Council:

  i. **Religious Studies**
         i. **Addition of New Area**

  ii. **Indigenous Studies**
         i. **New Program Calendar Copy**

  iii. **Political Science**
         i. **Change to Program Requirements**

For Information of Graduate Council:
  iv. **Anthropology**
         i. **New Course**
              1. 712 Handling Quantitative Social Science Data: Collection, Analysis, and Interpretation
  v. **Economics**
         i. **Change to Course Title and Description**
              1. 736 Environmental and Resource Economics
              2. 741 Monetary Economics

  vi. **Health, Aging and Society**
         i. **Change to Course Title**
              1. 701 Social Science Perspectives in Health and Aging

  vii. **Indigenous Studies**
         i. **New Courses**
              1. 701 Theories in Critical Indigenous Studies
              2. 702 Indigenous Studies Research Methods
              3. 704 Indigenous Studies Experiential Learning Course

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4. 725 Indigenous Studies Professional Development
5. 6HH3 Indigenous Determinants of Health and Well-Being
6. 6C03 Queer, Two-Spirit, and Trans World-Making
7. 705 Indigenous Studies Graduate Reading Course

viii. **Political Science**
   i. **Course Title Change**
      1. 757 Theories of Political Community
      2. 776 Advanced Issues in Critical Security Studies
   ii. **New Course**
      1. 735 Comparative Political Behaviour

ix. **Religious Studies**
   i. **Course Cancellations**
      1. 744 Topics in Rabbinic Judaism
      2. 745 Topics in Philo and Hellenistic Judaism

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

<table>
<tr><td colspan="2"><u>Please read the following notes before completing this form:</u>

1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.

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).

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.</td></tr>
</table>

DEPARTMENT	Religious Studies
NAME OF PROGRAM and PLAN	**GSSMA (RELSTTHMA, RELSTCPMA) and GSSPH (RELSTPHD)**
DEGREE	**MA and PhD**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☐ No
Creation of a New Milestone ☐

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	
Change in the Description of a section of the Graduate Calendar		EXPLAIN:			
Other Changes:	X	**Explain:** **Add Jewish Studies area to the Western Religious Traditions field**			

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Describe the existing requirement/procedure:

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

The addition of a Jewish Studies area to the graduate program areas in the Department of Religious Studies makes visible existing significant faculty expertise, ongoing research, relevant seminars, and resources available to students who wish to do work in this area. Religious Studies currently offers the following areas of specialization for two-year MA and PHD students: Buddhism, East Asian Religions, Judaism in Antiquity, Christianity in Antiquity, Religion and Politics, Religion and Culture, Western Religious Thought, and Islamic Studies. The addition of a designated Jewish Studies area both recognizes the ongoing work in this de facto area and will help to draw potential students' attention to it.

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 addition of a "Jewish Studies Area" would work to explicitly highlight and consolidate a range of already available resources for students, including:

- Faculty expertise: Religious Studies faculty in support of this proposal (and to be listed as "members" of the area) include: Professors Ellen Amster, Dana Hollander, Celia Rothenberg, Hanna Tervanotko, and Matt Thiessen. Professors Pamela Swett (Department of History) and Iris Bruce (Linguistics and Languages) are also important resources who have expressed their willingness to participate in student committees, allow students to take part in their relevant graduate seminars, and offer advice and insight into student research projects.

- Relevant graduate seminars in Religious Studies (list to be updated yearly to reflect current course offerings):
  RS730 Topics in the Relationship of Judaism and Christianity

  RS 742 Topics in the Dead Sea Scrolls

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RS743 Topics in Apocrypha and Pseudepigrapha

RS 746 Topics in Early Jewish History

RS 747 Topics in Early Jewish Literature

RS777 Topics in Philosophy and Jewish Thought
RS 778 Topics in Modern Jewish Thought

RS 781 Introduction to the Anthropology of Religion

RS 787 Topics in German Judaism

RS 782 Diasporas, Transnationalism and Religious Identities

RS789 Topics in Gender and Feminist Theory and Religious Studies

- Scholarship funding opportunities:
  Religious Studies is home to the Freeman Family Bursary which provides funds to support both undergraduate and graduate students who wish to pursue coursework and experiential education opportunities at Hebrew University in Jerusalem.
  https://religiousstudies.socsci.mcmaster.ca/the-freeman-family-foundation-bursary/

- Endowed lectureship:
  Religious Studies is also home to the Lillian and Marvin Goldblatt Lecture in Jewish Studies, an endowed lectureship that brings an expert from around the world to give a public lecture. https://religiousstudies.socsci.mcmaster.ca/colloquia/lillian-and-marvin-goldblatt-lecture-in-jewish-studies.html

- Departmental Committee:
  Religious Studies has a long-standing Jewish Studies Committee which works to support the area.

- Undergraduate minor:
  A Jewish Studies graduate area of speciality builds on our well-established undergraduate interdisciplinary minor in Jewish Studies.

- Our 2023 graduate program IQAP review clearly voices the reviewers' support of the creation of interdisciplinary programs; Jewish Studies is an interdisciplinary effort supported by faculty in both Social Sciences and Humanities.

- Specialist collections relevant to Jewish Studies held by Mills Library include: Jewish Underground Resistance: The David Diamant Collection
  (https://library.mcmaster.ca/databases/jewish-underground-resistance-david-

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diamant-collection). The Library is also home to extensive collection of Jewish Studies monographs and journals.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)* September 2024
Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please 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):
 	
Changes to the Calendar noted in yellow:
 	
The Department offers graduate work in ==nine== areas of study, distributed among three fields:
 	
Asian: **Buddhism**
  East Asian Religions
 	
Christianity in Antiquity: Early Judaism
  Early Christianity
 	
Western: ==**Jewish Studies**==
  Religion and Politics
  Religion and Culture
  Western Religious Thought
  Islamic Studies
 	
List of courses to be added under the Jewish Studies area:
 	
  ==RS730 Topics in the Relationship of Judaism and Christianity==
 	
  ==RS 742 Topics in the Dead Sea Scrolls==
 	
  ==RS743 Topics in Apocrypha and Pseudepigrapha==

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RS 746 Topics in Early Jewish History

RS 747 Topics in Early Jewish Literature

RS777 Topics in Philosophy and Jewish Thought
RS 778 Topics in Modern Jewish Thought

RS 781 – Cross listed as Anthro 704 Introduction to the Anthropology of Religion

RS 787 Topics in German Judaism

RS 782 – Cross listed as Anthro 782 and Global St 782 Diasporas, Transnationalism and Religious Identities

RS789 Topics in Gender and Feminist Theory and Religious Studies

Contact information for the recommended change:

Name: Doreen Drew Email: relstud@mcmaster.ca Date submitted: Nov. 7, 2023

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

Provide a detailed description of the recommended change.

The addition of a Jewish Studies area to the graduate program areas in the Department of Religious Studies makes visible existing significant faculty expertise, ongoing research, relevant seminars, and resources available to students who wish to do work in this area. Religious Studies currently offers the following areas of specialization for two-year MA and PHD students: Buddhism, East Asian Religions, Judaism in Antiquity, Christianity in Antiquity, Religion and Politics, Religion and Culture, Western Religious Thought, and Islamic Studies. The addition of a designated Jewish Studies area both recognizes the ongoing work in this de facto area and will help to draw potential students' attention to it.

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?):

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  RS 787 Topics in German Judaism
  RS 782 Diasporas, Transnationalism and Religious Identities
  RS789 Topics in Gender and Feminist Theory and Religious Studies

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  Religious Studies is home to the Freeman Family Bursary which provides funds to support both undergraduate and graduate students who wish to pursue coursework and

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https://religiousstudies.socsci.mcmaster.ca/the-freeman-family-foundation-bursary/

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- Our 2023 graduate program IQAP review clearly voices the reviewers' support of the
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  Underground Resistance: The David Diamant Collection
  (https://library.mcmaster.ca/databases/jewish-underground-resistance-david-diamant-collection). The Library is also home to extensive collection of Jewish Studies
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M.A. Degree

Admission

The Indigenous Studies M.A. program is an interdisciplinary program focusing on Indigenous people and communities. Students admitted to the M.A. program will complete 2 terms of coursework and have the option of either completing a Major Research Paper (MRP), or a Community-Based Research Project (CRP). In consultation with their supervisors, M.A. students must choose which option to pursue by October 15 of the first term of the program. Admission to the Indigenous Studies M.A. degree program requires an average of B+ or better in an undergraduate Honours Bachelor's degree or equivalent.

Degree Requirements

Students will have two options for completing an M.A in Indigenous Studies.

A. Course Work and Major Research Paper Option (MRP) (12 months)

Students will be required to complete the following: 3 core courses; 3 elective courses, one of which must be an Indigenous Studies course; one non-credit Professional development course; and a Major Research Paper:

i.   INDIGST 702 Indigenous Studies Research Methods, INDIGST 701 Theories in Critical Indigenous Studies, and INDIGST 704 Indigenous Studies Experiential Learning
ii. In addition to these required courses, students will need to complete 3 elective courses. At least one of these courses must be an Indigenous Studies course.
iii. Students will also complete one non-credit course, INDIGST 725 Professional Development
iv. Students will complete a major research paper (MRP) of 7,500-8,500 words, excluding references. The research paper will be read by the supervisor and another faculty member. If the supervisor is an associate member, then the second reader must be a core faculty member selected by the supervisor in consultation with the student. Students will complete and submit their MRP for approval by their supervisor and the second reader by August of the first year.

B. Course Work and Community-Based Research Project Option (CRP) (16 months)

Students will be required to complete the following: 3 core courses; 3 elective courses, one of which must be an Indigenous Studies course; one non-credit Professional development course; and a Community-Based Research Project:

i.   INDIGST 702 Indigenous Studies Research Methods, INDIGST 701 Theories in Critical Indigenous Studies, and INDIGST 704 Indigenous Studies Experiential Learning

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ii.   In addition to these required courses, students will need to complete 3 electives. At least one of these courses must be an Indigenous Studies course.

iii. Students will also complete one non-credit course, INDIGST 725 Professional Development

iv.   With the Community-Based Research Project (CRP), students will work with a community and/or community organization to conduct a research project that involves original and independent research (approximately 10,000-12,500 words excluding references). Students will work with their supervisor to have a research proposal complete and approved by December 1 of their first term. Students must select a committee member from the Indigenous Studies faculty complement or an approved associate member. Students will present their findings during the Indigenous Studies Graduate Student Symposium.

Core Courses
INDIGST 701 Theories in Critical Indigenous Studies
This course explores, interrogates, and synthesizes theories in critical Indigenous Studies. Indigenous Studies theories are informed locally and internationally by disciplines such as Literary and Performing Arts, Gender, History, Cultural Studies, Health, Education, Postcolonial Studies, Political Science, Sociology, and most importantly Indigenous traditions, laws, languages, and worldviews. Students will analyse the ways that theoretical developments in these cognate disciplines help inform research to improve the lives of Indigenous Peoples, the core reason why Indigenous Studies exists.

INDIGST 702 Indigenous Studies Research Methods
This course emphasizes the development of skills and methods to conduct research and obtain data for and with Indigenous Peoples that ethically accesses and conveys Indigenous perspectives in ways that benefit Indigenous communities.

INDIGST 704 Indigenous Studies Experiential Learning Course
This course will immerse students in a hands-on, land-based educational environment. Students will engage with Elders, knowledge keepers, and community members and gain an appreciation for experiential and service learning.

INDIGST 725 Professional Development
Students will be required to complete this non-credit course. Students will meet once a month during the fall and winter terms and will learn various skills that will enhance their professional and career development. Skills that will be discussed in the course include grant-writing, creating paper/conference abstracts, learning how to present papers, CV development, and job search preparation, among others. As part of the course, all students will give a public presentation either to the department or at a conference. The course will be coordinated by the Graduate Chair with instruction shared by various faculty with expertise in their subject areas. Students will be assessed on a Pass/Fail basis.

Electives

INDIGST 6HH3 Indigenous Determinants of Health and Well-Being
First Nations, Inuit, and Métis peoples in Canada continue to experience a disproportionate burden of poor health and well-being compared to non-Indigenous peoples in Canada. These contemporary health disparities can be attributed to historical, colonial, and

contemporary policies of the state and decades of inequity experienced by Indigenous peoples as they work towards, economic, political, social, community, and individual health and well-being. In this interdisciplinary course, we will critically examine key determinants of Indigenous health and well-being as we engage with various concepts, theories, methods, and ethical issues.

INDIGST 6C03 Queer, Two-Spirit, and Trans World-Making
This course focuses on queer, two-spirit, and trans Indigenous communities and rights in its study of "contemporary Indigenous societies and issues." This course will pay particular attention to the ways in which genderqueer, genderfluid, and nonbinary Indigenous individuals and political movements have always been at the center of anticolonial and decolonizing work.

INDIGST 705 Indigenous Studies Graduate Reading Course
Students will work with their supervisor to develop a reading list that is relevant to their research project.

Indigenous Studies

Return to: [Faculty of Social Sciences](#)
Program Information
Program and Course Offerings

Enquiries: 905 525-9140 Ext. 23788
Website: https://indigenous.socsci.mcmaster.ca

Faculty / Fall 2024

Professors

Dawn Martin-Hill, B.A. (McMaster), M.A. (McMaster), Ph.D. (McMaster)

Associate Professors

Allan Downey, B.A. (Mercyhurst), M.A. (Wilfrid Laurier), Ph.D. (Wilfrid Laurier)
Bonnie Freeman, B.A. (McMaster), M.A. (McMaster), Ph.D. (McMaster)
Chelsea Gabel, B.A. (Western), M.A. (Windsor), Ph.D. (McMaster)
Robert Innes, B.A. (Toronto), M.A. (Saskatchewan), Ph.D. (Arizona)
Rick Monture, B.A. (McMaster), M.A. (McMaster), Ph.D. (McMaster)
Renae Watchman, B.A. (Arizona State), M.A. (Arizona State), Ph.D. (Stanford University)
Vanessa Watts, B.A. (Trent), M.A. (Victoria), Ph.D. (Queen's)

Assistant Professors

Savage Bear, B.A. (Alberta), M.A. (Alberta), Ph.D. (Alberta)

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Ki'en Debicki, B.A. (McMaster), M.A. (York), Ph.D. (McMaster)
Adrianne Xavier, B.A. (McMaster), M.A. (Royal Roads), Ph.D. (Royal Roads)

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed. 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). 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.

DEPARTMENT	Political Science		
NAME OF PROGRAM and PLAN	GSSPH POLSPHD POLSCCAPHD (Canadian) / POLSCCPPHD (Comparative) / POLSCIRPHD (International Relations / POLSCPPPHD (Comp Public Policy) / POLSCPTPHD (Political Theory)		
DEGREE	PhD		

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*			
Is this change a result of an IQAP review? ☐ Yes ☒ No			
Creation of a New Milestone ☐			
Change in Admission Requirements		**Change in Comprehensive Examination Procedure**	**Change in Course/Program Requirements** X
Change in the Description of a section of the Graduate Calendar	X	**EXPLAIN:** Removal from Section B (Degree Requirements)	
Other Changes:	**Explain:**		

Describe the existing requirement/procedure:
Students must demonstrate reading and research competence in an approved language other than English. Competence in a language is deemed to mean the ability to comprehend government documents, newspapers, and scholarly publications with the aid of a dictionary and, when it is appropriate to the student's intended

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means of research, to be able to speak and comprehend to a level that will allow the student to conduct interviews. In all, cases the language requirement must be met prior to scheduling of the thesis proposal defense.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

The department is proposing the following new policy for the language requirement for the PhD program:

Language Requirements

The PhD program has no formal second language requirement. The necessity for competence in a language other than English will depend on the student's field of study and the nature of their dissertation research. For example, students specializing in the field of Canadian Politics will likely require a reading ability in the French language. Similarly, students who conduct research in a site where English is not the primary language may need to demonstrate competence in the language of that country. The decision to require additional language training will be determined by the student's supervisory committee. The supervisory committee will make its recommendation about language training no later than 12 months after the student has been admitted into the PhD program. The decision is subject to approval by the Chair of the Graduate Committee.

Students who are required to demonstrate language competencies are strongly encouraged to complete the language requirement before seeking approval of their thesis proposal (i.e., normally by April of the student's second year in the doctoral program). However, there may be cases where this is not feasible (e.g., where language training takes place in conjunction with fieldwork). In such cases, the student must outline within the thesis proposal a clear plan and timetable of meeting the language requirement, with this plan to be approved by the relevant committee. Language training can consist of taking a university level language course, certified language tutoring, or other training.

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?):

While most Political Science PhD programs in Canada require some kind of language requirement, there is significant variation. Some departments do not have a formal language requirement. Others (e.g. UBC) empower the student's supervisory committee to determine whether language training is necessary. Some programs allow students to demonstrate a research skill, such as a second language or advanced methods training. A few departments waive the language requirement for students whose native language is not English and who do not require supplementary language competency to conduct research.

The Department of Political Science has identified a number of concerns with our existing language requirement. First, it is unclear if the existing policy adequately prepares students to conduct research in a foreign language. For example, it is unlikely that earning a B+ in a first year French course will prepare students to conduct interviews in that language. As a result, students may satisfy their language requirement without ever acquiring a practical skill. Students are more likely to hire interpreters during their fieldwork and employ digital tools (e.g. Google translate, etc.) for translation.

Another concern is how we apply the language requirement to international students. The language requirement reads as if it was designed for students who are primarily Canadian or from a predominantly English-speaking background (e.g., US or UK students). Most international students come to our program

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already able to use (speak, understand, write) at least one or two more languages in addition to English. Is it fair to make these students go through the whole testing requirement?

Finally, testing students for their language competency in languages other than major European ones (French, Spanish, etc.) is becoming increasingly difficult. McMaster does not offer a wide array of language courses. It also does not offer funding for graduate students to learn less commonly taught languages, as the University of Toronto does. So there is the added problem with making this a strict requirement in absence of an institutional commitment to actually teach those languages. Without such a pedagogical infrastructure, students and graduate chairs are left to figure out often on an ad hoc basis.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Fall 2024 (September) of the 2024-2025 academic year

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

n/a

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):

Please see attached.

Contact information for the recommended change:

Name: Peter Nyers   Email: nyersp@mcmaster.ca   Date submitted: November 6, 2023

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

Political Science, Ph.D.

Ph.D. Degree

The Department of Political Science at McMaster University offers the Ph.D. degree in the fields of Canadian Politics, Comparative Politics, Comparative Public Policy, International Relations, and Political Theory.

Graduands can expect to be qualified to conduct research and teach at the university level in all fields.

A. Admission Procedures

Admission to the Ph.D. program normally will require a M.A. degree with an average of at least an A- (A minus) from a recognized university. Applicants must complete the required online McMaster application form, arrange to have 3 academic references submitted to the Department, submit one original transcript(s) from all universities attended and evidence of English proficiency where required (i.e., TOEFL), resume/CV, and submit a statement of their research interests (maximum one page, single spaced) and reasons for choosing McMaster University for their Ph.D. degree in Political Science. The deadline for submission of applications can be found on the Department of Political Science website.

B. Degree Requirements

Normally, candidates for the Ph.D. will:

1. Complete 18 units (6 half courses) of course work beyond the M.A. level.
2. ~~Demonstrate reading and research competence in an approved language other than English.~~
3. Complete required comprehensive examinations in Major Field 1 and one other in Major Field 2; and
4. Submit a thesis on an approved subject and defend it by oral examination.

Required Courses

For Students in Canadian Politics

- POL SCI 796 / Research Design and Methods
- **TWO** additional courses in Canadian Politics, **one** of which shall be
- POL SCI 760 / Political Institutions of the Canadian State
- **OR**
- POL SCI 761 / The Social, Cultural and Economic Foundations of Canadian Politics

For Students in Comparative Politics

- [POL SCI 740 / Theories of Comparative Politics](#)
- [POL SCI 796 / Research Design and Methods](#)
- **ONE** other from the following list:
- [POL SCI 732 / Laboratories of Democracy? Public Policy in Canada and other Federal Systems](#)
- [POL SCI 706 / Comparative Politics of Health Policy](#)
- [POL SCI 716 / Comparative Authoritarianism](#)
- [POL SCI 730 / Technology and Politics](#)
- [POL SCI 731 / Forgetting, Remembering and Finding Actors in IR](#)
- [POL SCI 762 / Comparative Political Economy](#)
- [POL SCI 746 / Issues in Comparative Politics](#)
- [POL SCI 748 / Democracy and Diversity](#)
- [POL SCI 749 / Topics in Gender and Politics](#)

For Students in Comparative Public Policy

- [POL SCI 783 / Comparative Public Policy](#)
- [POL SCI 784 / Quantitative Political and Policy Analysis](#)
- [POL SCI 796 / Research Design and Methods](#)

For Students in International Relations

- [POL SCI 772 / Theories of International Politics](#)
- [POL SCI 774 / Global Political Economy](#)
- [POL SCI 796 / Research Design and Methods](#)

For Students in Political Theory

- [POL SCI 796 / Research Design and Methods](#)
- **TWO** other courses from the following list:
- [POL SCI 715 / Liberalism and Imperialism](#)
- [POL SCI 733 / Indigenous State Relations](#)
- [POL SCI 750 / Issues in Political Theory](#)
- [POL SCI 755 / Lying in Politics](#)
- [POL SCI 756 / Politics and Its Others](#)
- [POL SCI 757 / Theories of Political Community](#)
- [POL SCI 758 / Cosmopolitanism and Its Critics](#)

Additional Information

Other approved courses will be drawn from other departmental courses, and courses offered by other departments and schools. At least three of these selected units should be from Major Field 2.

All courses are half courses (three units) unless otherwise specified.

C. Supervisors and Supervisory Committees

Successful applicants will be assigned a temporary supervisor of studies upon admission. Not later than six months following arrival, a supervisory committee for each Ph.D. student will be appointed by the Graduate Committee, on the recommendation of the student and a willing thesis supervisor. This committee will consist of at least three members: a thesis supervisor, one other member of the

Department and a third member, whose scholarly interests include the area of the student's main interest, and who may be from outside the Department.

D. Comprehensive Examinations

Students in the Ph.D. program will write comprehensive examinations in two fields:

For Students in Canadian Politics

Students will write comprehensive examinations in two fields - Canadian Politics and a second field drawn from one of Comparative Politics, Comparative Public Policy, International Relations, or Political Theory.

Major Field 1

In the Canadian Politics field, students will write an examination covering the following subfields of Canadian Politics:

- Institutions
- Representation
- Public Policy and Governance

Major Field 2

To be selected from:

- Comparative Politics
- Comparative Public Policy
- International Relations
- Political Theory

Students are normally required to have completed at least three units beyond the M.A. level at McMaster in this area prior to writing the comprehensive examination.

For Students in Comparative Politics

Students will write comprehensive examinations in two fields - Comparative Politics and a second field drawn from one of Canadian Politics, Comparative Public Policy, International Relations, or Political Theory.

Major Field 1

In the Comparative Politics field, students will write an examination covering the following subfields of Comparative Politics.

- Theories and Approaches of Comparative Politics
- Comparative Methods
- Contemporary Themes in Comparative Politics

Major Field 2

To be selected from:

- Canadian Politics

- Comparative Public Policy
- International Relations
- Political Theory

Students are normally required to have completed at least three units beyond the M.A. level at McMaster in this area prior to writing their comprehensive examination.

For Students in Comparative Public Policy

Students will write comprehensive examinations in two fields – Comparative Public Policy and a second field drawn from one of Canadian Politics, Comparative Politics, International Relations, or Political Theory.

Major Field 1

In the Comparative Public Policy field, students will write an examination covering the three subfields of public policy:

- Theories and approaches to comparative public policy
- Public administration
- International dimensions of public policy

Major Field 2

To be selected from:

- Canadian Politics
- Comparative Politics
- International Relations
- Political Theory

Students are normally required to have completed at least three units beyond the M.A. level at McMaster in this area prior to writing their comprehensive examination.

For Students in International Relations

Students will write comprehensive examinations in two fields – International Relations and a second field drawn from one of Canadian Politics, Comparative Politics, Comparative Public Policy, or Political Theory.

Major Field 1

In the International Relations field, students will write an examination covering the following subfields of international relations:

- International relations theory / State of the Field
- Global Political Economy
- Globalization, governance and security

Major Field 2

To be selected from:

- Canadian Politics
- Comparative Politics
- Public Policy
- Political Theory

Students are normally required to have completed at least three units beyond the M.A. level at McMaster in this area prior to writing their comprehensive examination.

For Students in Political Theory

Students will write comprehensive examinations in two fields - Political Theory and a second field drawn from one of Canadian Politics, Comparative Politics, Comparative Public Policy, or International Relations.

Major Field 1

- History of Political Thought
- Contemporary and Critical Theory
- International Political Theory

Major Field 2

To be selected from:

- Canadian Politics
- Comparative Politics
- Comparative Public Policy
- International Relations

Students are normally required to have completed at least three units beyond the M.A. level at McMaster in this area prior to writing their comprehensive examination.

E. Other Regulations

Applicants should consult the Graduate Calendar for a complete listing of Regulations for the Degree Doctor of Philosophy.

March 2024 Graduate Council

New Award Terms for Approval

Name of Fund: The Sam Samad MBA Entrance Scholarship

Terms of Reference for Fund:
Established in 2023 by Sam Samad. To be awarded by the School of Graduate Studies, on the recommendation of the DeGroote School of Business, to a student entering the Master of Business Administration program in the DeGroote School of Business, who demonstrates academic excellence and a commitment to community engagement. Preference will be given to international students.

Name of Fund: The Physics & Astronomy Graduate Support Award

Terms of Reference for Fund:
Established in 2023 by Dr. Doug Welch. To be awarded by the School of Graduate Studies on the recommendation of the Department of Physics and Astronomy to graduate students enrolled in Physics & Astronomy MSc and PhD programs who demonstrate academic and research progress. The recipient may not hold a major award.

Terms Change (for information purposes only)

Raynsford-Eatock Graduate Travel Bursary in Greek Studies

Current terms:
Established in 2006 in memory of Marilyn Raynsford-Eatock through funds bequeathed by her father, Frederick Raynsford. It is awarded to students enrolled in a graduate program in Classics to help support travel costs for research on ancient Greek world, including: participation in archaeological excavations, study programs at foreign schools, intensive summer programs in papyrology or epigraphy, and museum or archival work in specialist libraries. To be awarded by the School of Graduate Studies on the recommendation of the Chair of the Classics Department.

New terms:
Established in 2006 in memory of Marilyn Raynsford-Eatock through funds bequeathed by her father, Frederick Raynsford. It is awarded to students enrolled in a **graduate program in Classics** to help support travel costs for research on ancient Greek world, including: participation in archaeological excavations, study programs at foreign schools, intensive summer programs in papyrology or epigraphy, and museum or archival work in specialist libraries. To be awarded by the School of Graduate Studies on the recommendation of the Chair of the **Greek and Roman Studies** Department.

The Edith Wightman Travel Scholarships

Current Terms:
This scholarship, established in 1984 through funds bequeathed by the late Edith M. Wightman, Professor of History, is awarded by the Scholarship Committee of the School of Graduate Studies on nomination from the Department of History, Classics or such other Departments as may from time to time have eligible students. The award is available to students registered in or admitted to a McMaster graduate programme in ancient history of archeology, to help support travel costs association with thesis research or sponsored archeological projects in Europe and the Mediterranean.

New Terms:
This scholarship, established in 1984 through funds bequeathed by the late Edith M. Wightman, Professor of History, is awarded by the Scholarship Committee of the School of Graduate Studies on nomination from the Department of History, **Greek and Roman Studies** or such other Departments as may from time to time have eligible students. The award is available to students registered in or admitted to a McMaster graduate programme in ancient history of archeology, to help support travel costs association with thesis research or sponsored archeological projects in Europe and the Mediterranean.

Reason for Term Changes:
The department of Classics has changed their name to Greek and Roman Studies. Due to this change, we are required to change the terms of the two awards listed above. Although the department name has changed, the program name has not changed and this means that the wording "graduate program in Classics" in the Raynsford-Eatock Graduate Travel Bursary in Greek Studies terms remain the same. Only the terms referring to the department change.

JANS Stem Cell Term Changes

Current Terms:
The Jan`s Graduate Scholarship in Stem Cell Research was established in 2012 by the John and Ellie Voortman Charitable Foundation in loving memory of Jan VanBarneveld. To be awarded to a master`s or doctoral student connected to the McMaster Stem Cell and Cancer Research Institute (SCC-RI) who exemplifies excellence in their research. To be awarded annually by the School of Graduate Studies on the recommendation of the Directory of SCC-RI

New Terms:
Established in 2012 by the John and Ellie Voortman Charitable Foundation in loving memory of Jan VanBarneveld. To be awarded by the School of Graduate Studies, on the recommendation of the Director of the McMaster Centre for Discovery in Cancer Research, to a graduate student who demonstrates research excellence in stem cell and cancer research.

Reason for Term Changes:
The McMaster Stem Cell and Cancer Research Institute (SCC-RI) no longer exists.