

Minutes of the Seventh Meeting of Senate
Friday, May 4, 2018
3:00 – 5:00 pm
618 University Avenue

Present: A. Abd-El-Aziz (Chair), A. Braithwaite, R. Bissessur, B. Campbell, L. Chilton, G. Conboy, D. Dahn, M. Doyle, E. Drake, P. Drake, Nola Etkin, R. Gilmour, K. Gottschall-Pass, S. Grant, L. Hammell, A. Hsiao, G. Irvine, G. Jiwani, G. Keefe, J. Krause, N. Kujundzic, S. Lee, G. Lindsay, R. MacDonald, W. McGuigan, D. Moses, M. Murray, J. Podger, C. Ryan, N. Saad, D. Sutton, C. Thorne and M. van den Heuvel

Regrets: Keyshawn Bonamy, P. Foley, L. Heider, T. Mady, and R. Morin Chase

Absent: C. Kamunde, R. Kays, A. MacFarlane, B. O'Keefe and R. Raiswell

Recorder: M. Arbing, Acting Administrative Assistant to Senate

President Alaa Abd-El-Aziz called the meeting to order at 3:00 p.m. He welcomed the following three new student representatives to Senate: **Emma Drake, Scott Grant, and Sam Ferguson**

1. Approval of Agenda

MOTION (L. Chilton/D. Dahn) to approve the agenda as presented. CARRIED

2. Approval of Minutes – April 6, 2018

MOTION (K. Gottschall-Pass/J. Krause) to approve the minutes of April 6, 2018 as amended. CARRIED

3. Business Arising

Kathy Gottschall-Pass noted with respect to the process of elective credits, Math and Computational Sciences will reconnect with Economics to revisit the issue.

4. President's Report

i) Certificates of Appreciation

President Abd-El-Aziz presented "Certificates of Appreciation" to the following retiring Senate members:

**Gary Conboy
Lisa Chilton
Scott Lee**

**Geoffrey Lindsay
Nasser Saad
Michael van den Heuvel**

Peter Foley and **Tarek Mady** are also retiring from Senate, but were not in attendance to receive their Certificate of Appreciation.

President Abd-El-Aziz noted that he held a positive town hall meeting. Our achievements would not be possible without our great faculty and staff and the students who choose to study here. The President also noted that the retention rate has risen again. Students are staying, graduating and becoming fantastic alumni. In relation to the proposed budget for 2018-2019, the Student Union has asked that the tuition increase not exceed the inflation rate of 2.4%, and the tuition increase has been capped at 2%. The Campus renewal plan will be brought forward to Senate in the fall. The President also noted that we are expanding our global outreach to Cairo, Dubai and Spain. In fall 2018, we will be teaching in four continents.

A copy of the President's response to Peter Bevan-Baker's comments in the legislature earlier this week was circulated to Senate members.

5. **Senate Reports**

a. **Senate Committee on Admissions and Degrees**

MEETING MOVED "IN CAMERA"

The Registrar, Ms. Donna Sutton, thanked Pam McGuigan, Nicole Higginbotham and Eileen Kinch in the Registrar's Office for their efforts in preparing the graduating class list for this report. At this time there are 945 graduates for 2018. In 2017, the graduating class had 940 graduates consistent with the graduating class in 2016. In 2015 there were 941 graduates.

The following motions were brought forward by R. Gilmour and individually seconded by Senators; the 2018 graduating class was approved as identified:

Omnibus motion (R. Gilmour/C. Ryan) that Senate approves the credentials for the 143 candidates listed as having completed the requirements for the Faculty of Arts:

FACULTY OF ARTS

Bachelor of Integrated Studies	7
Bachelor of Applied Arts in Journalism	1
Bachelor of Arts	112
Bachelor of Arts Honours	7
Bachelor of Arts Honours Conversion Certificate	3
Bachelor of Music	6
Bachelor of Music Education	3
Master of Arts	4

TOTAL – FACULTY OF ARTS	143
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4 Faculty of Arts Incompletes

CARRIED

Omnibus motion (R. Gilmour/J. Krause) that Senate approves the credentials for the 171 candidates listed as having completed the requirements for the Faculty of Business:

FACULTY OF BUSINESS

Certificate in Accounting	4
Certificate in Business	6
Certificate in Public Administration	4
Bachelor of Business Studies	8
Bachelor of Business Administration	115
Bachelor of Business Administration Co-operative Education	9
Bachelor of Business in Tourism & Hospitality	7
Bachelor of Business in Tourism & Hospitality Co-operative Education	1
Master of Business Administration	17

TOTAL – FACULTY OF BUSINESS **171**

2 Faculty of Business Incompletes

CARRIED

Omnibus motion (R. Gilmour/R. MacDonald) that Senate approves the credentials for the 202 candidates listed as having completed the requirements for the Faculty of Education:

FACULTY OF EDUCATION

Certificate in Adult Education	13
Bachelor of Education	55
Bachelor of Education, Français Langue Seconde	
20	
Master of Education	111
Doctor of Philosophy	3

TOTAL – FACULTY OF EDUCATION **202**

CARRIED

Omnibus motion (R. Gilmour/N. Krouglicof) that Senate approves the credentials for the 33 candidates listed as having completed the requirements for the Faculty of Engineering:

FACULTY OF ENGINEERING

Engineering Diploma	15
Bachelor of Science in Sustainable Design Engineering	17
Master of Science in Sustainable Design Engineering	1

TOTAL – FACULTY OF ENGINEERING **33**

CARRIED

Omnibus motion (R. Gilmour/G. Jiwani) that Senate approves the credentials for the 85

candidates listed as having completed the requirements for the Faculty of Nursing:

FACULTY OF NURSING

Bachelor of Science in Nursing	78
Master of Nursing	7

TOTAL – FACULTY OF NURSING **85**

CARRIED

Omnibus motion (R. Gilmour/K. Gottschall-Pass) that Senate approves the credentials for the 238 candidates listed as having completed the requirements for the Faculty of Science:

FACULTY OF SCIENCE

Bachelor of Child and Family Studies	6
Bachelor of Applied Science in Radiography	5
Bachelor of Wildlife Conservation	7
Bachelor of Environmental Studies	2
Bachelor of Science	166
Bachelor of Science in Co-operative Education	3
Bachelor of Science Honours	23
Bachelor of Science Honours Conversion Certificate	6
Bachelor of Science in Biotechnology	2
Bachelor of Science in Paramedicine	2
Master of Science	14
Doctor of Philosophy	

TOTAL – FACULTY OF SCIENCE **238**

3 Faculty of Science Incompletes

CARRIED

Omnibus motion (R. Gilmour/G. Keefe) that Senate approves the credentials for the 73 candidates listed as having completed the requirements for the Faculty of Veterinary Medicine:

FACULTY OF VETERINARY MEDICINE

Doctor of Veterinary Medicine	59	
Master of Science	5	
Philosophy	9	Doctor of

TOTAL – FACULTY OF VETERINARY MEDICINE **73**

CARRIED

TOTAL **945**

Total Incompletes: 9

Enabling Motion (R. Gilmour/B. Campbell) to empower the President, relevant Dean and Registrar, acting together in full agreement to approve any degrees, diplomas or certificates that may surface as unexpected cases.

CARRIED

MEETING RETURNED TO “OPEN” MEETING

- b. Academic Planning and Curriculum Committee Report**
 - i. Sixth Curriculum Report**

Faculty of Arts

Modern Languages

- 1) Motion (L. Chilton/P. Drake) to revise the title of French 4020 as proposed. CARRIED**
(See details on the Curriculum Report Attached – Page 4)

Music

OMNIBUS Motion (C. Ryan/A. Braithwaite) that motions 2-11 be approved as noted below:

- 2) To have the deletion of the following courses approved as proposed:**
(See details on the Curriculum Report Attached – Page 5-6)
- 3) That a new course entitled MUS 1051, Chamber Singers I, be approved as proposed.**
(See details on the Curriculum Report Attached – Page 7-8)
- 4) That a new course entitled MUS 1052, Chamber Singers II, be approved as proposed.**
(See details on the Curriculum Report Attached – Page 9-10)
- 5) That a new course entitled MUS 2051, Chamber Singers III, be approved as proposed.**
(See details on the Curriculum Report Attached – Page 11-12)
- 6) That a new course entitled MUS 2052, Chamber Singers IV, be approved as proposed.**
(See details on the Curriculum Report Attached – Page 13-14)
- 7) That a new course entitled MUS 3151, Chamber Singers V, be approved as proposed.**
(See details on the Curriculum Report Attached – Page 15-16)
- 8) That a new course entitled MUS 3152, Chamber Singers VI, be approved as proposed.**
(See details on the Curriculum Report Attached – Page 17-18)
- 9) That a new course entitled MUS 4051, Chamber Singers VII, be approved as proposed.**

(See details on the Curriculum Report Attached – Page 19-20)

10) That a new course entitled MUS 4052, Chamber Singers VIII, be approved as proposed.

(See details on the Curriculum Report Attached – Page 21-22)

11) To have the calendar entry change as outlined below approved as proposed.

(See details on the Curriculum Report Attached – Page 23-24)

Religious Studies/Theatre Studies

OMNIBUS Motion (G. Lindsay/G. Keefe) that motions 12-15 be approved as noted below:

12) Change Course title of RS 1060 as proposed below.

(See details on the Curriculum Report Attached – Page 25)

13) Change Course title of RS 2060 as proposed below.

(See details on the Curriculum Report Attached – Page 26)

14) That a new course entitled TST 4560, Dramaturgy, be approved as proposed.

(See details on the Curriculum Report Attached – Page 27-28)

15) That the changes to the list of required courses for the Theatre Studies Minor be approved as proposed.

(See details on the Curriculum Report Attached – Page 29)

Faculty of Education

OMNIBUS Motion (R. MacDonald/J. Krause) that motions 16-17 be approved as noted below:

16) That a new 3 semester hour course, ED 6340, An Introduction to 21st Century Teaching and Learning, be created.

(See details on the Curriculum Report Attached – Page 30-32)

17) That the proposed changes be accepted for the Bachelor of Education calendar section pertaining to students' specialization options.

(See details on the Curriculum Report Attached – Page 33)

Faculty of Veterinary Medicine

OMNIBUS Motion (G. Keefe/G. Conboy) that motions 18-19 be approved as noted below:

18) That the new course VPM 4530, Diseases of Poultry, be approved as proposed.

(See details on the Curriculum Report Attached – Page 34-35)

19) That the course VHM 3630, Professional Foundations III, be revised to indicate that it is graded pass/fail.

(See details on the Curriculum Report Attached – Page 36)

Faculty of Business

OMNIBUS Motion (J. Krause/A. Hsaio) that motions 20-42 be approved as noted below:

20) That a new course entitled Business 6500 MBA Skills Orientation Module be approved as proposed.

(See details on the Curriculum Report Attached – Page 37-38)

21) That a new course entitled BUS 6510, Global Leadership and Ethics, be approved as proposed.

(See details on the Curriculum Report Attached – Page 39-40)

22) That a new course entitled BUS 6520, Negotiation Within and Across Cultures, be approved as proposed.

(See details on the Curriculum Report Attached – Page 41-42)

23) That a new course entitled BUS 6530 Financial and Managerial Accounting be approved as proposed.

(See details on the Curriculum Report Attached – Page 43-44)

24) That a new course entitled BUS 6540, Financial Management. Be approved as proposed.

(See details on the Curriculum Report Attached – Page 45-46)

25) That a new course entitled BUS 6550, Management and Organizational Behaviour, be approved as proposed.

(See details on the Curriculum Report Attached – Page 47-48)

26) That a new course entitled BUS 6560, International Marketing Management, be approved as proposed.

(See details on the Curriculum Report Attached – Page 49-50)

27) That a new course entitled BUS 6570, International Operations Management, be approved as proposed.

(See details on the Curriculum Report Attached – Page 51-52)

28) That a new course entitled BUS 6580, Statistics and Business Analytics, be approved as

proposed.

(See details on the Curriculum Report Attached – Page 53-54)

29) That a new course entitled BUS 6590, Project Management, be approved as proposed.

(See details on the Curriculum Report Attached – Page 55-56)

30) That a new course entitled BUS 6600, Strategy for the Global Organization, be approved as proposed.

(See details on the Curriculum Report Attached – Page 57-58)

31) That a new course entitled Business 6610, International Capstone Project, be approved as proposed.

(See details on the Curriculum Report Attached – Page 59-60)

32) That a new course entitled BUS 7510, Corporate Governance and Business Ethics, be approved as proposed.

(See details on the Curriculum Report Attached – Page 61-62)

33) That a new course entitled BUS 7520, Disruptive Technologies and Creative Business Thinking, be approved as proposed.

(See details on the Curriculum Report Attached – Page 63-64)

34) That a new course entitled BUS 7530, Global Banking and Capital Markets, be approved as proposed.

(See details on the Curriculum Report Attached – Page 65-66)

35) That a new course entitled BUS 7540, Global Sourcing and Supply Chain Management, be approved as proposed.

(See details on the Curriculum Report Attached – Page 67-68)

36) That a new course entitled BUS 7550, Innovation and Entrepreneurship in the Global Business Environment, be approved as proposed.

(See details on the Curriculum Report Attached – Page 69-70)

37) That a new course entitled BUS 7560, International Trade and Finance, be approved as proposed.

(See details on the Curriculum Report Attached – Page 71-72)

38) That a new course entitled BUS 7570, Managing People and Teams in a Global Context, be approved as proposed.

(See details on the Curriculum Report Attached – Page 73-74)

39) That a new course entitled BUS 7580, The Future of Marketing, be approved as proposed.

(See details on the Curriculum Report Attached – Page 75-76)

40) That a new course entitled BUS 7590, The Impact of Climate Change on Business, be approved as proposed.

(See details on the Curriculum Report Attached – Page 77-78)

41) That a new course entitled BUS 7950, Special Topics in Business, be approved as proposed.

(See details on the Curriculum Report Attached – Page 79-80)

42) That a new course entitled BUS 7960, Directed Studies in International Business, be approved as proposed.

(See details on the Curriculum Report Attached – Page 81-83)

OMNIBUS Motion (J. Krause/W. McGuigan) that motions 43-53 be approved as noted below:

43) To update the prerequisite requirements for BUS 4850 as outlined below.

(See details on the Curriculum Report Attached – Page 84)

44) To approve the deletion of the elective information from the Bachelor of Business Studies, Program and Courses information under Course Structure, #2 and renumber the remaining information.

(See details on the Curriculum Report Attached – Page 85-86)

45) To have the change in course description for BUS 6030, Marketing Management, be approved as proposed.

(See details on the Curriculum Report Attached – Page 87)

46) To have the change in course title and course description for BUS 6060, International Business for Entrepreneurship and Enterprise, be approved as proposed.

(See details on the Curriculum Report Attached – Page 88)

47) To have the change in course description and prerequisites for BUS 6070, Strategic Management, be approved as proposed.

(See details on the Curriculum Report Attached – Page 89)

48) To have the change in course title and course description for BUS 6080, Business Research Methods, be approved as proposed.

(See details on the Curriculum Report Attached – Page 90)

49) To have the change in course title for BUS 7200, Managing In and Creating an Innovative Culture, be approved as proposed.

(See details on the Curriculum Report Attached – Page 91)

50) To have the change in course title and course description for BUS 7210, Innovative Management, be approved as proposed.

(See details on the Curriculum Report Attached – Page 92)

51) That the revised calendar entry Graduate Admission Requirements: Master of Business Administration be approved as proposed.

(See details on the Curriculum Report Attached – Page 93-100)

52) That the revised calendar entry General Regulations – Graduate Programs: Master of Business Administration, be approved as proposed.

(See details on the Curriculum Report Attached – Page 101-108)

53) That the revised calendar entry for the Master of Business Administration program be approved as proposed.

(See details on the Curriculum Report Attached – Page 109-130)

Faculty of Science

Biology

OMNIBUS Motion (M. van den Heuvel/K. Gottschall-Pass) that motions 54-66 be approved as noted below:

54) That a new course, BIO 1030, Animal Health, be created.

(See details on the Curriculum Report Attached – Page 131-132)

55) That a new course, BIO3520, Molecular Biology Research Techniques, be created.

(See details on the Curriculum Report Attached – Page 133-134)

56) That a new course BIO 4040, Endocrinology, be created.

(See details on the Curriculum Report Attached – Page 135-136)

57) That a new course, BIO 4050, Medical Biology, be created.

(See details on the Curriculum Report Attached – Page 137-138)

58) That the course title and description for BIO 1020, Human Biology, be modified to reflect its current offering, and to remove the laboratory component.

(See details on the Curriculum Report Attached – Page 139)

59) That the course description for BIO 1210, Human Anatomy, be modified to make the name and content more clear and to remove the high school prerequisite.

(See details on the Curriculum Report Attached – Page 140)

60) That the prerequisite for BIO 1230, Essential of Human Physiology, be removed to provide easier access to students.

(See details on the Curriculum Report Attached – Page 141)

61) That the prerequisite for BIO 1310 be removed to provide easier access to students, and that the course title be modified.

(See details on the Curriculum Report Attached – Page 142)

62) That the prerequisite for BIO 1320 be removed to provide easier access to students, and that the course title be modified.

(See details on the Curriculum Report Attached – Page 143)

63) That the title and description of BIO 2210, Cell Biology, be modified to include molecular biology.

(See details on the Curriculum Report Attached – Page 144)

64) That the course number for BIO 3530, Human Anatomy & Histology, be modified to make it a 2000 level course, and to cross-list it with BIO 1210, Human Anatomy.

(See details on the Curriculum Report Attached – Page 145)

65) That the notes regarding Biology courses at the 1000 level be modified to reflect changes we are making to some courses.

(See details on the Curriculum Report Attached – Page 146-147)

66) That the calendar entry for Biology be revised as proposed.

(See details on the Curriculum Report Attached – Page 148-156)

Physics

67) MOTION (D. Dahn/A. Hsiao) to revise the prerequisite for PHYS 1110 to remove the requirement of Grade 12 physics and replace with Grade 12 Physics being highly recommended. CARRIED

Master of Applied Health Services Research

OMNIBUS Motion (K. Gottschall-Pass/A. Hsiao) that motions 68-80 be approved as noted below:

68) To delete AHS 6060, Qualitative and Quantitative Methods.

(See details on the Curriculum Report Attached – Page 158)

69) To create new course AHS 6120, Work Integrated Learning.

(See details on the Curriculum Report Attached – Page 159-160)

70) To change the course number of AHS 6010, Canadian Health System, to AHS 6001.

(See details on the Curriculum Report Attached – Page 161)

71) To change the course number of AHS 6020, Ethical Foundations of Applied Health Research, to AHS 6002.

(See details on the Curriculum Report Attached – Page 162)

72) To change the course number of AHS 6030, Research & Evaluation Design and Methods, to AHS 6003 and to revise course description.

(See details on the Curriculum Report Attached – Page 163)

73) To change the course number of AHS 6040, Policy and Decision Making, to AHS 6005.

(See details on the Curriculum Report Attached – Page 164)

74) To change the course number of AHS 6050, Determinants of Health: Healthy Public Policy, to AHS 6004.

(See details on the Curriculum Report Attached – Page 165)

75) To change the course number of AHS 6070, Knowledge Transfer and Research Uptake, to AHS 6007.

(See details on the Curriculum Report Attached – Page 166)

76) To change the course number of AHS 6080, Advanced Qualitative Methods, to AHS 6008.

(See details on the Curriculum Report Attached – Page 167)

77) To change the course number of AHS 6090, Advanced Quantitative Methods, to AHS 6009.

(See details on the Curriculum Report Attached – Page 168)

78) To change the course number of AHS 6100, Thesis to AHS 6010, and to revise the course description.

(See details on the Curriculum Report Attached – Page 169)

79) That the Calendar Entry for Admission to the Master of Applied Health Services Research be revised.

(See details on the Curriculum Report Attached – Page 170-173)

80) That the Calendar Entry for the graduate program Master of Applied Health Services Research be revised.

(See details on the Curriculum Report Attached – Page 174-189)

- c. Senate Committee on Scholarships and Awards Report (for information)
The above-mentioned document was circulated prior to the meeting for information.

7. Other Business

There was an overview provided of the Master of Global Affairs, with an expected cohort of 25

students. The fall semester will occur in UPEI, and the winter and spring semesters will occur in Madrid, Strousburg and Geneva. All courses taught at UPEI are UJRC (Universade Juan Rey Carlos) courses with a Canadian flavor. They will be team-taught and Doreley Coll will be the Coordinator.

8. Adjournment

Motion (G. Jiwani/M. Murray) that the meeting be adjourned at 3:57 p.m.

Respectfully submitted,

Donna Sutton
Secretary of Senate

Attachment: Sixth Curriculum Report – May 4, 2018

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SUMMARY CALENDAR & CURRICULUM CHANGES – FACULTY OF ARTS

Summary of Calendar and Curriculum Changes for the Faculty of Arts

From Arts Curriculum Committee Meetings held on October 24, 2017 and March 19, 2018

Department of Modern Languages

- Course title change - FR 4020

Department of Music

- Course deletions: MUS 3330, MUS 3340, MUS 4170 and MUS 4180
- New courses: MUS 1051, MUS 1052, MUS 2051, MUS 2052, MUS 3151, MUS 3152, MUS 4051, MUS 4052
- Calendar revision – Ensemble requirements

Department of Religious Studies

- Course title changes: RS 1060 and 2060

Theatre Studies Program

- Theatre Studies Minor - Pre-requisite change
- New course: TST 4560

CALENDAR & CURRICULUM CHANGE

Motion #1

Revision is for a: **Course Title Change**

Faculty/School/Department: **Arts**

Department/Program(s)/Academic Regulations: **Modern Languages**

MOTION: To revise the title of French 4020 as proposed.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<u>Reproduction</u> FR 4020 Lemoyen-Age	<u>Revised</u> FR 4020 Lemoyen-Age <u>Chevaliers et magie au Moyen Age</u>

Rationale for Change: The title is more specific and more explanatory, which makes it easier for students when they enrol.

Effective Date: September 2018

Implications for Other Programs: N/A

Impact on Students Currently Enrolled: N/A

<i>Authorization</i>	<i>Date:</i>
Departmental Approval: Dr. Carlo Lavoie, Chair	February 20, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Dean's Approval: Dr. Nebojsa Kujundzic	March 19, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

Motion #2

Revision is for a: **Course Deletion**

Faculty/School/Department: **Arts**

Department/Program(s)/Academic Regulations: **Music**

MOTION: To have the deletion of the following courses approved as proposed.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p><u>Reproduction</u></p> <p>MUS-3330 - DICTION V Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p> <p>MUS-3340 - DICTION VI Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p> <p>MUS-4170 - DICTION VII Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p> <p>MUS-4180 - DICTION VIII Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p>	<p><u>Revised</u></p> <p>MUS-3330 – DICTION V Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p> <p>MUS-3340 – DICTION VI Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p> <p>MUS-4170 – DICTION VII Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p> <p>MUS-4180 – DICTION VIII Ensemble requirement for vocal majors in Bachelor of Music and Bachelor of Music Education Programs. 0 credit hours.</p>

Rationale for Change: These courses are no longer part of the ensemble requirements for voice majors and are not viable ensemble options for non voice majors. A proposal for a new ensemble (Chamber Singers) will be submitted and will become the new requirement for voice majors to fulfill.

Effective Date: September 2018
not affect any other course or program.

Implications for Other Programs: This change will

Impact on Students Currently Enrolled: The only impact on students currently enrolled will be the necessity for them to obtain permission to substitute alternate ensembles in place of the ones being deleted.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Faculty Council	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #3

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled MUS 1051, Chamber Singers I, be approved as proposed.

Course Number and Title	MUS 1051 Chamber Singers I
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	By audition and permission of the voice professor.
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring. This is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date:

Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #3**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**Music 1051 Chamber Singers I**

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

No library resources are required for this course as it is a performance course that relies extensively on resources provided by the Music Department.

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, Ph.D.
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

NEW COURSE PROPOSAL

Motion #4

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled MUS 1052, Chamber Singers II, be approved as proposed.

Course Number and Title	Music 1052 Chamber Singers II
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	Chamber Singers I
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring this is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date:

Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #4**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**Music 1052 Chamber Singers II**

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, PhD
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

NEW COURSE PROPOSAL

Motion #5

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled MUS 2051, Chamber Singers III, be approved as proposed.

Course Number and Title	Music 2051 Chamber Singers III
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	Chamber Singers II
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring this is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

<u>Authorization</u>	<u>Date:</u>
Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #5**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**Music 2051 Chamber Singers III**

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, PhD
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

NEW COURSE PROPOSAL

Motion #6

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled **MUS 2052, Chamber Singers IV**, be approved as proposed.

Course Number and Title	Music 2052 Chamber Singers IV
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	Chamber Singers III
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring this is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date:

Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #6**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**Music 2052 Chamber Singers IV**

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, PhD
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

NEW COURSE PROPOSAL

Motion #7

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled MUS 3151, Chamber Singers V, be approved as proposed.

Course Number and Title	Music 3151 Chamber Singers V
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	Chamber Singers IV
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring this is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization Date:

Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #7

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Music 3151 Chamber Singers V

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, PhD
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

NEW COURSE PROPOSAL

Motion #8

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled **MUS 3152, Chamber Singers VI**, be approved as proposed.

Course Number and Title	Music 3152 Chamber Singers VI
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	Chamber Singers V
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring this is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date

Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #8**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**Music 3152 Chamber Singers VI**

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, PhD
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

NEW COURSE PROPOSAL

Motion #9

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled **MUS 4051, Chamber Singers VII**, be approved as proposed.

Course Number and Title	Music 4051 Chamber Singers VII
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	Chamber Singers VI
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring this is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date

Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #9

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Music 4051 Chamber Singers VII

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, PhD
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

NEW COURSE PROPOSAL

Motion #10

Faculty/School: **Arts**

Department/Program(s): **Music**

MOTION: That a new course entitled MUS 4052, Chamber Singers VIII, be approved as proposed.

Course Number and Title	Music 4052 Chamber Singers VIII
Description	Ensemble requirement for voice majors in BMus and BMusEd program; elective possibility for any music major in BA Music; BMus and BMusEd program and non-music majors. Non-credit course.
Cross-Listing	
Prerequisite/Co-Requisite	Chamber Singers VII
Credit(s)	0
Notation	

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 10-15

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. Chamber music is done with a small group of people.

Rationale for New Course: The department would like to keep track of the students' ensemble requirements, as they are graduation requirements. Also, the students would benefit by having the ensembles listed on their transcripts when they apply to graduate schools. This ensemble should not incur tuition fees for the students.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None. This ensemble is already occurring this is just to formalize it.

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: Faculty Council Music	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Faculty Dean's Approval: Neb Kujundzic	March 19, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #10**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**Music 4052 Chamber Singers VIII**

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 16, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, PhD
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 19, 2018

CALENDAR & CURRICULUM CHANGE

Motion #11

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Arts**

Department/Program(s)/Academic Regulations: **Bachelor of Music and Bachelor of Music Education degrees**

MOTION: To have the calendar entry change as outlined below approved as proposed.

<u>Reproduction of Current Calendar Entry</u>		<u>Proposed revision with changes underlined and deletions indicated clearly</u>	
BACHELOR OF MUSIC and BACHELOR OF MUSIC EDUCATION Year I		BACHELOR OF MUSIC AND BACHELOR OF MUSIC EDUCATION Year I	
Course	Hours of Credit	Course	Hours of Credit
Music 1130-1140 (Theory)	6	Music 1130-1140 (Theory)	6
Music 1150, 1170 (Aural Skills)	6	Music 1150, 1170 (Aural Skills)	6
Music 1230-1240 (History)	6	Music 1230-1240 (History)	6
Music 1310-1320 (Major Instrument or Voice)	6	Music 1310-1320 (Major Instrument or Voice)	6
Arts and/or Science Electives	6	Arts and/or Science Electives	6
Total	30	Total	30
<p>NOTE: ENSEMBLE REQUIREMENTS: All students enrolled in a music program must satisfactorily complete the requirements for participation in a minimum of six full-year ensembles for the Bachelor of Music and Bachelor of Music Education Degrees as follows:</p> <ul style="list-style-type: none">• Brass/ Woodwind/Percussion majors - 2 years Concert Choir, 4 years Wind Symphony• Piano majors - 2 years Concert Choir, 4 years Collaborative Piano*• Voice majors - 4 years Concert Choir, 4 years Diction Lab• Guitar & Bass Majors - 2 years Concert Choir, 4 years of another recognized ensemble		<p>NOTE: ENSEMBLE REQUIREMENTS: All students enrolled in a music program must satisfactorily complete the requirements for participation in a minimum of six full-year ensembles for the Bachelor of Music and Bachelor of Music Education Degrees as follows:</p> <ul style="list-style-type: none">• Brass/ Woodwind/Percussion majors - 2 years Concert Choir, 4 years Wind Symphony• Piano majors - <u>4 years Concert Choir, 2 years Collaborative Piano*</u>• Voice majors - 4 years Concert Choir, <u>2 years Diction Lab & 2 years Chamber Singers</u>• Guitar & Bass <u>String</u> Majors - 2 years Concert Choir, 4 years of another recognized ensemble	
<p>*Pianists are required to take Collaborative Piano as their ensemble in lieu of large ensembles unless they are performing as pianist in those large ensembles. Placement is at the discretion of faculty. Unless the ensemble requirement is fulfilled, graduation will be denied.</p>		<p>*Pianists <u>who have reached the 3000 level in applied piano</u> are required to take Collaborative Piano as their ensemble in lieu of large ensembles unless they are performing as pianist in those large ensembles. Placement is at the discretion of faculty. Unless the ensemble requirement is fulfilled, graduation will be denied.</p>	

CALENDAR & CURRICULUM CHANGE**Motion #11**

Rationale for Change: The changes to the ensembles are to reflect actual practice and to ensure that all instrumental/voice majors are treated equally in the program in regard to the ensemble requirements.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: No implication to current students, other than granting course substitutions where necessary.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: Music Faculty Council	February 13, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Dean's Approval: Neb Kujunzic	March 19, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

Motion #12

Revision is for a: **Course Title Change**

Faculty/School/Department: **Faculty of Arts/Religious Studies**

Department/Program(s)/Academic Regulations: **Religious Studies**

MOTION: Change Course title of RS 1060 as proposed below.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>THE GREAT CONVERSATION I: 21ST CENTURY PERSPECTIVES</p> <p>This course is a global historical introduction to various religious, secular, and philosophical speculations about questions that are common to human experience across different historical and cultural contexts. Recurring themes may include different visions of creation, the nature or reality, and understanding of immanence and transcendence. Material will be drawn from traditional and non-traditional sources, as well as contemporary critical scholarship, from the beginning of recorded history until the year 1500.</p>	<p><u>IDEAS THAT CHANGED THE WORLD: ANCIENT THOUGHT AND BEYOND</u></p> <p>This course is a global historical introduction to various religious, secular, and philosophical speculations about questions that are common to human experience across different historical and cultural contexts. Recurring themes may include different visions of creation, the nature or reality, and understanding of immanence and transcendence. Material will be drawn from traditional and non-traditional sources, as well as contemporary critical scholarship, from the beginning of recorded history until the year 1500.</p>

Rationale for Change: The new title is less esoteric than the previous one. It gives students a better idea of the course's theme, purpose, and content. It is expected that the new title will generate larger enrolments.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: Current enrolment for RS 1060 in Summer Session is 19.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Peter Koritansky	February 26, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Dean's Approval: Neb Kujundzic	March 19, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

Motion #13

Revision is for a: **Course Title Change**

Faculty/School/Department: **Faculty of Arts/Religious Studies**

Department/Program(s)/Academic Regulations: **Religious Studies**

MOTION: Change Course title of RS 2060 as proposed below.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>THE GREAT CONVERSATION II: 21ST CENTURY PERSPECTIVES</p> <p>This course is a global historical consideration of various religious, secular, and philosophical speculations about questions that are common to human experience across different historical and cultural contexts. Recurring themes may include the place of religion in the public sphere, the relationship between science and religion, and discourses on human rights. Material will be drawn from traditional and non-traditional sources, as well as contemporary critical scholarship, from the year 1500 to present. Note: RS 1060 strongly encouraged but not required.</p>	<p><u>IDEAS THAT CHANGED THE WORLD: MODERN THOUGHT AND BEYOND</u></p> <p>This course is a global historical consideration of various religious, secular, and philosophical speculations about questions that are common to human experience across different historical and cultural contexts. Recurring themes may include the place of religion in the public sphere, the relationship between science and religion, and discourses on human rights. Material will be drawn from traditional and non-traditional sources, as well as contemporary critical scholarship, from the year 1500 to present. Note: RS 1060 strongly encouraged but not required.</p>

Rationale for Change: The new title is less esoteric than the previous one. It gives students a better idea of the course's theme, purpose, and content. It is expected that the new title will generate larger enrolments.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled:

Authorization

Date:

Departmental Approval: Peter Koritansky	February 26, 2018
Faculty/School Approval: Arts Curriculum Committee	March 19, 2018
Dean's Approval: Neb Kujundzic	March 19, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

Motion #14

Faculty/School: **Arts**

Department/Program(s): **Theatre Studies Program**

MOTION: That a new course entitled TST 4560, Dramaturgy, be approved as proposed.

Course Number and Title	Theatre 4560: Dramaturgy
Description	This course will introduce students to the important pre-production work of the Dramaturge. During the term, students will complete a variety of assignments, culminating in a dramaturgy portfolio. Students will develop their knowledge of theatre history, production practices, and the structures of dramatic literature. Through the activities of the course, students will develop research, communication, and design skill
Cross-Listing	None
Prerequisite/Co-Requisite	Theatre 2440 and Theatre 3440, and must be enrolled in the Theatre Studies Minor Program
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 3 to 4 students

Is there an Enrolment Cap: No

If there is an enrolment limit, please explain.

Rationale for New Course: The Theatre Studies Program is looking alter its core courses and increase its list of offerings. Beneficially, the course can be added without an increase in resources. This course will supplement the current offerings, without requiring any additional resources. The course will be an independent study course that will provide students with a variety of skills, while introducing them to another potential career in the Theatre. Finally, it is an important aspect of Theatre education. Adding the course would bring UPEI's program in line with many comparable programs.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: No new resources will be required.

In offering this course will UPEI require facilities or staff at other institutions: No

<u>Authorization</u>	<u>Date:</u>
Departmental Approval: Greg Doran, Chair	September 24, 2015
Faculty/School Approval: Arts Curriculum Committee	October 23, 2015
Faculty Dean's Approval: Neb Kujundzic	October 23, 2015
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE**Motion #14**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Theatre 4560: Dramaturgy

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	September 24, 2015
Name of Librarian to be Contacted for Questions	Mark Leggott
Approved by University Librarian or Designate - Name	Mark Leggott
Date Approved by UL or Designate	October 1, 2015

CALENDAR & CURRICULUM CHANGE

Motion #15

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Arts**

Department/Program(s)/Academic Regulations: **Theatre Studies**

MOTION: That the changes to the list of required courses for the Theatre Studies Minor be approved as proposed.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
A Minor in Theatre Studies consists of twenty-one (21) semester hours of credit taken from the list of approved courses. Theatre 244, Theatre 344, Theatre 434, and Theatre 444 are compulsory for the Minor. Prospective students should note, however, that Theatre 444 requires students to make a significant contribution to a Theatre Studies production, or another production approved by the Coordinator of Theatre Studies. Theatre 444 will, typically, be only offered in the Winter Term of the academic year. Students enrolled in Theatre 444 will be under the direct supervision of the Coordinator of Theatre Studies, or an approved supervisor. In addition, students must select three elective courses. Students using any of the approved courses to complete the Minor in Theatre Studies may not also use them to complete a Major.	A Minor in Theatre Studies consists of twenty-one (21) semester hours of credit taken from the list of approved courses. Theatre 2440, Theatre 3440, Theatre 434 <u>Theatre 4560</u> , and Theatre 4440 are compulsory for the Minor. Prospective students should note, however, that Theatre 4440 requires students to make a significant contribution to a Theatre Studies production, or another production approved by the Coordinator of Theatre Studies. Theatre 4440 will, typically, be only offered in the Winter Term of the academic year. Students enrolled in Theatre 4440 will be under the direct supervision of the Coordinator of Theatre Studies, or an approved supervisor. In addition, students must select three elective courses. Students using any of the approved courses to complete the Minor in Theatre Studies may not also use them to complete a Major.

Rationale for Change: The change in courses will allow students complete the Minor in a more timely manner, and it will allow the Minor to continue in the face of shrinking resources. Theatre 4560 will require no new resources.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

<u>Authorization</u>	<u>Date:</u>
Departmental Approval: Greg Doran, Chair, English	September 25, 2015
Faculty/School Approval: Arts Curriculum Committee	October 24, 2016
Faculty Dean's Approval: Neb Kujundzic	October 24, 2016
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #16

Faculty/School: **Education**

Department/Program(s): **Master of Education**

MOTION: That a new 3 semester hour course, ED 6340, An Introduction to 21st Century Teaching and Learning, be created.

Course Number and Title	ED 6340 An Introduction to 21st Century Teaching and Learning
Description	In this course students will explore, assess, and critique various perspectives on the sociocultural, economic, political, and technological forces that are shaping education in the 21st century. Various forms of synchronous and asynchronous online environments will be introduced.
Cross-Listing	
Prerequisite/Co-Requisite	
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 25 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain.

Rationale for New Course: This course has been run several times as a special topic and now requires an official title and description.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: No new resources – a pilot of this course has been offered for the past two years.

In offering this course will UPEI require facilities or staff at other institutions: No

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Graduate Studies Committee	June 16, 2017
Faculty/School Approval: Faculty of Education Council (e-vote)	July 24, 2017
Dean's Approval: Dr. Ron MacDonald, Dean	July 24, 2017
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #16**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**ED 6340 An Introduction to 21st Century Teaching and Learning**

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
 - Library Catalogue subject headings:
 - Critical Pedagogy: 426 results
 - Curriculum Planning: 573 results
 - Educational Leadership: 846 results
 - Effective Teaching: 563 results
 - Learning Strategies: 66 results
 - Motivation in Education: 353 results
 - School Improvement: 643 results
 - Teaching Methodology: 287 results
- Subscription Dependencies (in interdisciplinary packages)
 - Canadian Journal of Education
 - Canadian Business & Current Affairs Database 01/01/1993 - present
 - EBSCO Open Access Journals 01/01/1991 - present
 - Education Research Complete 02/01/2007 - present
 - JSTOR Arts & Sciences IV Archive Collection 01/01/1976 - present (Full Text Delay: 3 years)
 - Canadian Journal of Educational Administration and Policy
 - EBSCO Open Access Journals 01/01/1995 - present
 - Educational Researcher
 - EBSCO Open Access Journals
 - JSTOR Arts & Sciences IV Archive Collection 04/01/1966 - present (Full Text Delay: 4 years)
 - SAGE Premier (CRKN) 01/01/1999 - present
 - Journal of Curriculum and Pedagogy
 - Education Research Complete 06/01/2005 - 07/01/2012
 - Taylor & Francis Social Sciences and Humanities (CRKN) 06/01/2004 - present
 - Journal of Leadership Studies
 - Business Source Complete 03/01/2009 - present (Full Text Delay: 1 year)
 - Wiley Online Library (CRKN) 01/01/2007 - present
 - Journal of Teacher Education
 - Eureka.cc 01/01/2015 - present
 - Robertson Library Bound Periodicals Bound Periodicals : v.21(1970)-v.56:no.2(2005),v.56:no.4(2005)-v.56:no.5(2005)
 - This item is available at Robertson Library in print in the Bound Periodicals collection on the upper floor. Periodicals on the upper floor are arranged alphabetically. UPEI patrons may also use interlibrary loan to request that the staff scan and email you this article instead of your retrieving it yourself. See staff for further assistance.
 - Robertson Library Storage Storage (ask staff) : v.1(1950)-v.20(1969)
 - SAGE Premier (CRKN) 01/01/1999 - present

NEW COURSE PROPOSAL

Motion #16

- Radical Pedagogy
 - DOAJ: Directory of Open Access Journals 01/01/1999 - present
 - EBSCO Open Access Journals 01/01/1999 - 12/31/2013
 - Education Research Complete 06/01/2005 - present
- Review of Education, Pedagogy, and Cultural Studies
 - Taylor & Francis Social Sciences and Humanities (CRKN) 01/01/1997 - present
- Review of Educational Research
 - JSTOR Arts & Sciences IV Archive Collection 01/01/1931 - present (Full Text Delay: 4 years)
 - SAGE Premier (CRKN) 01/01/1999 - present
- Review of Research in Education
 - JSTOR Arts & Sciences IV Archive Collection 01/01/1973 - present (Full Text Delay: 4 years)
 - SAGE Premier (CRKN) 01/01/1999 – present
- Transformations: The Journal of Inclusive Scholarship and Pedagogy
 - Education Research Complete 03/01/2005 - present

New resources needed to support this proposal: None

- Capital Requirements (*other than new course-specific*)
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required: N/A

- One-time: 0 For each of 0 consecutive years
- Annual: 0
 - Per-year percentage increase in annual: 0

New resources needed to support this proposal: No new resources are required.

Does the budget allocation for library resources in this proposal meet the requirement? N/A

Date Received by Liaison/Collections Librarian	February 12, 2018
Name of Librarian to be Contacted for Questions	Yolanda Hood, Ph.D.
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	February 28, 2017

CALENDAR & CURRICULUM CHANGE

Motion #17

Revision is for a: Calendar Entry Change

Faculty/School/Department: Education

Department/Program(s)/Academic Regulations: **Bachelor of Education**

MOTION: That the proposed changes be accepted for the Bachelor of Education calendar section pertaining to students' specialization options.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>SPECIALIZATIONS Students may complete specializations in International, Indigenous, or Adult and Workplace Education by completing a six-week practicum in an international or indigenous setting and one course beyond the 20 required for the BEd as outlined below:</p> <p>INTERNATIONAL EDUCATION Ed 462 International Education, or Ed 465 International Development</p> <p>INDIGENOUS EDUCATION Ed 451 Integrating indigenous Themes in the Curriculum K-12</p> <p>ADULT AND WORKPLACE EDUCATION</p> <ul style="list-style-type: none"> • Ed 363 The Adult Learner and one of: • Ed 309 An Introduction to Learning in the Workplace • Ed 375 Mentoring the Adult Learner 	<p>SPECIALIZATIONS Students may complete specializations in International, Indigenous, or Adult and Workplace Education by completing a six-week practicum in an international or indigenous <u>the specified area setting</u> and one course beyond the 20 required for the BEd as outlined below:</p> <p>INTERNATIONAL EDUCATION</p> <ul style="list-style-type: none"> • Ed 462Q International Education, or • Ed 465Q International Development <p>INDIGENOUS EDUCATION Ed 451Q Integrating indigenous Themes in the Curriculum K-12</p> <p>ADULT AND WORKPLACE EDUCATION <u>One of the Following:</u></p> <ul style="list-style-type: none"> • Ed 363Q The Adult Learner, and one of: • Ed 309 An Introduction to Learning in the Workplace • Ed 375 Mentoring the Adult Learner • <u>Ed 3640 Assessment of Adult Learning</u> • <u>Ed 3680 Curriculum Development</u> • <u>Ed 3730 Inclusion and Differentiation in Adult Learning</u>

Rationale for Change: We have proposed this change to align the amount of courses required for the Adult Education Specialization with the requirements of the Indigenous Education and International Education Specializations.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization	Date
Departmental Approval: BEd Committee	February 28, 2018
Faculty/School Approval: Faculty of Education	March 23, 2018
Faculty Dean's Approval: Dr. Ron MacDonald, Dean of Education	March 23, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #18

Faculty/School: **Veterinary Medicine**

Department/Program(s): **Department of Pathology and Microbiology, Doctor of Veterinary Medicine Program**

MOTION: That the new course VPM 4530, Diseases of Poultry, be approved as proposed.

Course Number and Title	VPM 4530, Diseases of Poultry
Description	This course is designed to provide students with an understanding of etiology, pathogenesis, diagnosis and treatment of common diseases of poultry. This information is integrated with management practices used on commercial poultry farms for disease prevention.
Cross-Listing	Not Applicable
Prerequisite/Co-Requisite	Fourth year standing in the DVM program
Credit(s)	2
Notation	Two weeks in duration

This is: An Elective Course

Grade Mode: Alpha (DVM)

Anticipated Enrolment: 4 to 6

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. This rotation is designed as a small group experiential learning opportunity for final year DVM students in the AVC Veterinary Teaching Hospital.

Rationale for New Course: This course was successfully offered as a Special Topics course (VPM 495C) and the college wishes to continue to offer it to future students.

Effective Date: May 2018

Implications for Other Programs: Not applicable.

Impact on Students Currently Enrolled: Not applicable. This change will be implemented for the Class of 2019 and future classes only.

Resources Required: No additional resources required

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain. N/A

Authorization

Date:

Departmental Approval: Dr. Fred Kibenge, Department Chair	January 29, 2018
Faculty/School Approval: AVC Curriculum Committee	March 9, 2018
Dean's Approval: Dr. Greg Keefe	March 20, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #18

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

VPM 4530 Diseases of Poultry

Library Resource Requirements (to be completed by the liaison and/or collections librarian)

Existing resources as of March 2017:

- Collections - Holdings, Subscriptions, Other
 - Books - a catalogue search for the subject poultry diseases retrieves 31 titles published since 2000
 - Journals - collection includes 48 out of the top 50 titles listed in the 2017 Journal Citation Report (ranked by impact factor) for the category of Veterinary Sciences. The library has access to 267 general medical, veterinary medicine, and large animal journals.
 - Databases - CAB Abstracts (main veterinary indexing database which also includes some full text for conference proceedings and selected journals), VetMed Resource, and PubMed
- Subscription Dependencies (in interdisciplinary packages)
 - Wiley Online and Elsevier ScienceDirect include a large number of related veterinary journals
 - Agricola, Web of Science (backfile for 1979 - 2009 only)
- Physical Space in Library (other than holdings, explain) - N/A
- Library Administrative/Research Support - AVC Liaison Librarian Kim Mears provides support to both students and faculty as needed.

New resources needed to support this proposal:

- Capital Requirements (other than new course-specific)- None
- Collections:
 - Monographs – Sufficient, but dependencies
 - Subscriptions – Sufficient, but dependencies
 - Databases – Sufficient, but dependencies
 - Other – Sufficient, but dependencies
- Physical Space in Library (other than holdings, explain) - N/A
- Library Administrative/Research Support - N/A
- Other One-Time or Ongoing Library expenses (e.g. software licenses) - N/A

Summary of additional budget allocation required:

1. One-time: ____0____ For each of ____0____ consecutive years
- Annual: ____0____
 - Per-year percentage increase in annual: ____0____

Does the budget allocation for library resources in this proposal meet the requirement? Yes

Date Received by Liaison/Collections Librarian	March 12, 2018
Name of Librarian to be Contacted for Questions	Kim Mears, Liaison Librarian to AVC
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 16, 2018

CALENDAR & CURRICULUM CHANGE

Motion #19

Revision is for a: **Grade Mode Change**

Faculty/School/Department: **Veterinary Medicine**

Department/Program(s)/Academic Regulations: **Department of Health Management, DVM Program**

MOTION: That the course VHM 3630, Professional Foundations III, be revised to indicate that it is graded pass/fail.

<u>Reproduction of Current Calendar Entry</u>	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>VHM 3630 Professional Foundations III</p> <p>This course introduces the fundamentals of business, structure of practice, and personal financial planning for veterinary professionals. Areas relevant to the new veterinary graduate are presented including workplace environment issues, facilities and configurations, foundations of customer service and compliance, human resource and leadership issues, marketing and promotion tactics, and the transition to practice ownership. Practice finances and personal income structures, including commission based salaries and self-employed status, will be discussed.</p> <p>PREREQUISITE: Third year standing in the DVM Program</p> <p>One hour of lecture per week</p>	<p>VHM 3630 Professional Foundations III</p> <p>This course introduces the fundamentals of business, structure of practice, and personal financial planning for veterinary professionals. Areas relevant to the new veterinary graduate are presented including workplace environment issues, facilities and configurations, foundations of customer service and compliance, human resource and leadership issues, marketing and promotion tactics, and the transition to practice ownership. Practice finances and personal income structures, including commission based salaries and self-employed status, will be discussed. <u>This course is graded pass/fail.</u></p> <p>PREREQUISITE: Third year standing in the DVM Program</p> <p>One hour of lecture per week</p>

Rationale for Change: When this course was revised during our curricular review last year, the pass/fail grading scheme was not accurately captured in the calendar change submission. We would like to rectify this for the next academic year.

Effective Date: September 2018

Implications for Other Programs: None anticipated.

Impact on Students Currently Enrolled: None anticipated.

Authorization

Date

Departmental Approval: Dr. Dan Hurnik	February 28, 2018
Faculty/School Approval: AVC Curriculum Committee	March 9, 2018
Faculty Dean's Approval: Dr. Greg Keefe	March 20, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #20

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled Business 6500 MBA Skills Orientation Module be approved as proposed.

Course Number and Title	Business 6500 - MBA Skills Orientation Module
Description	The orientation module is a set of skill-building workshops intended to promote presentation, intercultural communication, teamwork, and research skills. Students will also visit the UPEI Robertson Library and receive an introduction to academic literature searching, citation and referencing styles, and the principles of academic integrity. Additionally, students will receive information on UPEI's online learning platform (Moodle), campus life, and what to expect from their MBA studies. The course will be pass/fail basis.
Cross-Listing	
Prerequisite/Co-Requisite	Admission into the Program
Credit(s)	0
Notation	

This is: A Core Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 40

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date:

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #20

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #21

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6510, Global Leadership and Ethics, be approved as proposed.

Course Number and Title	Business 6510 - Global Leadership and Ethics
Description	This intensive course provides students with an overview of leadership research and helps them develop skills required for leadership in today's complex and dynamic business environment. Key areas of skill development include critical thinking, self-awareness, creativity, and problem solving. This course is also intended to advance students' ability to engage in ethical reasoning and action planning.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization	Date
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018



NEW COURSE PROPOSAL

Motion #21

LIBRARY RESOURCE REQUIREMENTS OR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #22

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6520, Negotiation Within and Across Cultures, be approved as proposed.

Course Number and Title	Business 6520 - Negotiation Within and Across Cultures
Description	This intensive course introduces students to the theory and practice of negotiation. Topics covered include negotiation strategy, collective bargaining, the psychology of persuasion, creative problem solving, and conflict management and resolution. Through lectures, group discussions, and role plays, students are expected to develop analytical, self-awareness, and interpersonal skills essential to successful negotiations anywhere in the world.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #22

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #23

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6530 Financial and Managerial Accounting be approved as proposed.

Course Number and Title	Business 6530 - Financial and Managerial Accounting
Description	This course develops students' proficiency at understanding, interpreting, and using financial statements and other accounting information for the purposes of decision-making. The course employs international standards and addresses how accounting is used in decision-making in a global context.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018



NEW COURSE PROPOSAL

Motion #23

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #24

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6540, Financial Management, be approved as proposed.

Course Number and Title	Business 6540 - Financial Management
Description	This course provides students with a broad overview of corporate finance and financial markets. The focus is on the conceptual and analytical techniques necessary for making financial decisions with particular emphasis on information collection, problem-solving, and decision-making skills inherent in the finance function. Key concepts include the relevance of financial markets to the firm, understanding the relationship between risk and return and its importance in all financial decisions, and learning how to value financial and real assets and the impact on a company.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #24

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #25

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6550, Management and Organizational Behaviour, be approved as proposed.

Course Number and Title	Business 6550 - Management and Organizational Behaviour
Description	This course examines the behaviour and management of individuals and groups in organizations. Organizational behaviour topics, including motivation, decision making, leadership, and work and organizational design, will be studied at different levels of analysis – individual, team, and organization. Students also learn about managing people in organizations, with a focus on the personnel processes involved in the recruitment, development, and retention of human resources in the global workplace.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6510
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018



NEW COURSE PROPOSAL

Motion #25

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #26

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6560, International Marketing Management, be approved as proposed.

Course Number and Title	Business 6560 - International Marketing Management
Description	This course is a detailed examination and application of the marketing function in the era of globalization. Emphasis is given to local consumer behaviour and the cultural, competitive, economic, political, and regulatory environments prevailing within and across world, regional, and national markets. Students will focus on the strategic and operational aspects of marketing including assessment of country attractiveness, mode of entry strategies, multinational product development and management, pricing strategies, promotional campaigns, and marketing networks and channels.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #26

LIBRARY RESOURCE REQUIREMENTS FOR NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #27

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6570, International Operations Management, be approved as proposed.

Course Number and Title	Business 6570 - International Operations Management
Description	This course focuses on the management of processes. Applicable processes span a wide range including: one-time or on-going, international manufacturing or service, and pro-actively or reactively controlled. Topics include mapping operational processes, coordinating a firm's supply and demand, managing inventory, and managing quality of production. Students are required to demonstrate competence through logical solving of relevant problems and cases in operations.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #27

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #28

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6580, Statistics and Business Analytics, be approved as proposed.

Course Number and Title	Business 6580 - Statistics and Business Analytics
Description	This course teaches students how to effectively collect and use data to support decision-making in a business context. The course focuses on understanding and interpreting statistical data; understanding how data collection methodology affects the quality of statistical results; and assessing the reliability, usefulness and limits of statistical information for a particular business situation.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: Click here to enter text

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018



NEW COURSE PROPOSAL

Motion #28

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #29

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6590, Project Management, be approved as proposed.

Course Number and Title	Business 6590 - Project Management
Description	This course provides students with the tools and skills necessary to reduce project risk and increase their ability to complete projects on time and on budget. The course incorporates the latest research on project management methodologies, providing students the ability to evaluate each methodology on their merits and how they have been applied within different industries and situations. The course also examines the evolution of the project driven organizational structure and the impact project management has on the strategic planning within an (international) organization.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6570
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain:

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018



NEW COURSE PROPOSAL

Motion #29

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #30

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 6600, Strategy for the Global Organization, be approved as proposed.

Course Number and Title	Business 6600 - Strategy for the Global Organization
Description	This course focuses on strategic thinking, analysis, and management in a global business context. Topic include: industry analysis; competitive advantage; strategic change; global strategies; mergers, acquisitions and alliances; management of international portfolios; and intellectual property strategies.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6560
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #30

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #31

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled Business 6610 International Capstone Project be approved as proposed.

Course Number and Title	Business 6610
Description	This course provides students with an opportunity to work on a live project for a local company seeking to enter new international markets or to establish new international operations. Working in teams, students will draw on skills, concepts, and knowledge acquired throughout the MBA program. Students will develop a business plan for entry into the chosen location. Students will also deliver a public presentation with recommendations for the particular company.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6530, Business 6540, Business 6550 and Business 6560
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 40 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #31

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #32

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7510, Corporate Governance and Business Ethics, be approved as proposed.

Course Number and Title	Business 7510 - Corporate Governance and Business Ethics
Description	This course looks at both the fiduciary and strategic role of the board and management in governance with a global and local perspective. The course reviews the importance of strong business ethics and the critical elements in developing a strong corporate culture. Within the course students explore many of the pressing and evolving challenges faced by corporations and executives.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #32

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #33

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7520, Disruptive Technologies and Creative Business, Thinking be approved as proposed.

Course Number and Title	Business 7520 - Disruptive Technologies and Creative Business Thinking
Description	This course develops students' ability to think creatively, and to manage within an environment of disruptive technologies. The course examines the research on disruptive technologies to enrich students' understanding of the pace and direction of change and how it will influence companies as they adapt to the changing business world. The course also examines the research on creativity.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #33

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #34

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7530, Global Banking and Capital Markets, be approved as proposed.

Course Number and Title	Business 7530 - Global Banking and Capital markets
Description	This course provides students with the conceptual foundation for sound financial decision-making regarding corporate finance, international finance, and banking. The course first examines currencies, with an in-depth analysis of exchange rates, international monetary systems, and contemporary currency regimes, with an emphasis on practical applications. The course then examines international capital markets, investment in foreign financial assets, and international corporate finance. Topics include managing exposure to various kinds of exchange rate risks, and the methods and financial instruments such as options and futures used to manage those risks.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6540
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #34

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #35

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7540 Global Sourcing and Supply Chain Management be approved as proposed.

Course Number and Title	Business 7540 - Global Sourcing and Supply Chain Management
Description	This course familiarizes students with key features of global supply chains and their importance to international business. Topics include: supplier selection, negotiation of contracts, international logistics and importing, transportation, inventory control and warehousing, managing distribution networks, and integration with the firm's other activities. Application and cases will be relevant to both manufacturing and service-based businesses.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6550
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #35

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #36

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7550 Innovation and Entrepreneurship in the Global Business Environment be approved as proposed.

Course Number and Title	Business 7550 - Innovation and Entrepreneurship in the Global Business Environment
Description	This course focuses on the management of innovation and the pursuit of entrepreneurship in different regions of the world and in trans-national settings. The concepts covered are relevant to existing businesses aiming to structure their innovation portfolio and to new, aspiring businesses looking to create value from market opportunities. Topics include change management, technological innovation, entrepreneurship around the world, entrepreneurial marketing, entrepreneurial finance, and characteristics of entrepreneurs. Students are required to demonstrate competence through in-depth analysis of relevant cases related to these topics.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #36****LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL**

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #37

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7560 International Trade and Finance be approved as proposed.

Course Number and Title	Business 7560 - International Trade and Finance
Description	This course focuses on the global marketplace and explores implications of globalization for trade and finance. Students will develop a comprehension of international economic and financial issues so that they understand the drivers underlying international trade and foreign investment. The course also examines management issues related to currency exchange rates and government imposed trade restrictions.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6540
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes
If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:
If yes, please explain.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018



NEW COURSE PROPOSAL

Motion #37

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #38

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7570, Managing People and Teams in a Global Context, be approved as proposed.

Course Number and Title	Business 7570 - Managing People and Teams in a Global Context
Description	This course will examine human resource management (HRM) in an international context. Students will examine core HRM functions, including staffing, training, motivating, and retaining human resources, with special emphasis on the opportunities and challenges brought on by increasing internationalization. Students are expected to acquire the knowledge, cross-cultural skills, and global mindset needed to effectively work with, manage, and lead others in the globalized workplace.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6550
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juerge Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #38

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #39

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7580, The Future of Marketing, be approved as proposed.

Course Number and Title	Business 7580 - The Future of Marketing
Description	The course will examine current trends and innovations in marketing including shifting thought paradigms, global (cross- cultural) issues, customer relationship management, service marketing, sustainability and green marketing, and the role of social media. The course involves article discussions, in-class exercises, guest speakers, individual student reflections, case analyses, and a written research paper and presentation.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6560
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #39

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #40

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7590, The Impact of Climate Change on Business, be approved as proposed.

Course Number and Title	Business 7590 - The Impact of Climate Change on Business
Description	This course provides the knowledge and skills for an informed understanding of climate change science, policy and business. Students will develop skills to critically evaluate scenarios for future climates, assess the effectiveness of different policy approaches, and determine suitable business responses to the climate change challenge. Assignments will focus on how climate change influences product quality and markets; and the important role of climate change in business risk assessment.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #40

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018



NEW COURSE PROPOSAL

Motion #41

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7950, Special Topics in Business, be approved as proposed.

Course Number and Title	Business 7950 - Special Topics in Business
Description	This course typically covers a specific topic in business and is intended to enhance and expand the selection of elective offerings from semester to semester.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 30

Is there an Enrolment Cap: Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL**Motion #41**

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

NEW COURSE PROPOSAL

Motion #42

Faculty/School: **Business**

Department/Program(s): **MBA in Global Leadership**

MOTION: That a new course entitled BUS 7960, Directed Studies in International Business, be approved as proposed.

Course Number and Title	Business 7960 - Directed Studies in International Business
Description	In this course, students may pursue a specific topic or issue in international business through an independent research assignment, consulting project, or business plan for an entrepreneurial venture. Before approval is granted, each student must prepare a detailed outline of the topic to be studied and obtain the consent of a faculty member to supervise the work.
Cross-Listing	
Prerequisite/Co-Requisite	Business 6500
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 1-2 **Is there an Enrolment Cap:** Yes

If there is an enrolment limit, please explain. 40 is the maximum cohort size.

Rationale for New Course: Part of new MBA in Global Leadership program

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required:

In offering this course will UPEI require facilities or staff at other institutions:

If yes, please explain.

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #42

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

Please see attached Appendix I.

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

APPENDIX 1–MASTER OF BUSINESS COURSES LIBRARY RESOURCE REQUIREMENTS

LIBRARY RESOURCE REQUIREMENTS FOR NEW COURSE PROPOSALS

BUS 6500, BUS 6510, BUS 6520, BUS 6530, BUS 6540, BUS 6550, BUS 6560, BUS 6570, BUS 6580, BUS 6590, BUS 6600, BUS 6610, BUS 7510, BUS 7520, BUS 7530, BUS 7540, BUS 7550, BUS 7560, BUS 7570, BUS 7580, BUS 7590, BUS 7950, BUS 7960

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
 - A catalogue search for the subject term “Leadership” limited by “Management” returns over 400 results, many of which are available as eBooks. A general keyword search for “global leadership” yields over 900 results. As well, we provide specific reference resources like Sage’s *Encyclopedia of Leadership* and access to more general collections like Gale’s *Virtual Reference Library*. The Library possesses several general business resources, such as *Encyclopedia of Management (2000)*, however, many of these titles were published more than ten years ago and are not specific to global/international leadership.
- Subscription Dependencies (in interdisciplinary packages)
 - **Business Source Complete:** A scholarly business database that includes academic journal articles, trade publications, company information, SWOT analyses, and so on.
 - **Statista:** A market research database that provides companies, business customers, research institutions, and the academic community with direct access to quantitative data on media, business, finance, politics, and a wide variety of other areas of interest or markets.
 - **EconLit:** A scholarly economics database with over 450 international economics books, papers, and periodicals.
 - **PsycInfo:** A psychology database with articles related to the fields of human resources management, organizational behaviour, and leadership.
 - **CBCA:** A Canadian business and education related database.
 - **LexisNexis:** A primarily law and legal related database with information from Canadian and US laws and court cases.
 - **Wiley Online, SAGE Premier, Springer LINK, ScienceDirect:** Multidisciplinary publisher databases that cover a broad range of subjects, including business.
 - **Government resources:** CANSIM, Statistics Canada, Government Docs search engine (searches municipal, provincial and national government websites)
- Physical Space in Library (other than holdings, explain) - **N/A**
- Library Administrative/Research Support - **The current business librarian, Meghan Landry, would provide research and instructional support to MBA Global Leadership students.**

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - **We will use our existing budget to focus on purchasing monographs for this program.**

APPENDIX 1–MASTER OF BUSINESS COURSES LIBRARY RESOURCE REQUIREMENTS

- Subscriptions
 - See below.
- Databases
 - A gap in resources supporting the international aspect of the program was noted during the review process. To address this an upgrade from Business Source Complete to Business Source Ultimate will provide access to over 100 additional unique titles related to international studies. The cost of the upgrade is \$6,000USD annually plus an anticipated 3% cost increase annually.
 - Likewise, a subscription to a business database with a focus on international market research and statistical content would be beneficial. As part of our review a number of database trials were conducted and research carried out in 2017. Based on that work the database that best matches the requirements is *Euromonitor International (Passport: Global Market Information Database)*. The cost of that database is - \$12,600USD annually with an anticipated 3-5% cost increase annually. If compared to other Canadian Master of Business Administration programs with International Business specializations, such as at York University, University of Alberta, University of Guelph, and University of New Brunswick, all libraries subscribe to *Euromonitor International's Passport GMID* to support their competitive programs.¹
- Physical Space in Library (other than holdings, explain) - **N/A**
- Library Administrative/Research Support - **The current business librarian, Meghan Landry, would create a subject guide unique to international business research.**
- Other One-Time or Ongoing Library expenses (e.g. software licenses) -

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: **18,600 USD Annually (current rates approx. \$25,000 CDN)**
 - Per-year percentage increase in annual: **3-5%**

Does the budget allocation for library resources in this proposal meet the requirement?

The current Library budget would not be sufficient to cover the additional resources that would be needed to support graduate research in global leadership. However, the proposed additional budget allocation of \$18,600 USD annually, with an expected 3-5% increase per year, would be required to meet necessary upgrades.

Date Received by Liaison/Collections Librarian	March 21, 2018
Name of Librarian to be Contacted for Questions	Meghan Landry
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	March 23, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #43

Revision is for a: **Pre-requisite Addition/Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations:

MOTION: To update the prerequisite requirements for BUS 4850 as outlined below.

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>485 DEVELOPING MANAGEMENT AND LEADERSHIP SKILLS</p> <p>In this course, learners are provided with tools and exercises that are used to develop self-awareness, creativity, conflict resolution, and empowerment skills. Learners begin a process of self-assessment which can continue to serve their development as managers after the course is completed.</p> <p>PREREQUISITE: Business 141, 231 and 272, or permission of the instructor</p>	<p>4850 DEVELOPING MANAGEMENT AND LEADERSHIP SKILLS</p> <p>In this course, learners are provided with tools and exercises that are used to develop self-awareness, creativity, conflict resolution, and empowerment skills. Learners begin a process of self-assessment which can continue to serve their development as managers after the course is completed.</p> <p>PREREQUISITE: Business 1410, 2310, 2720 or permission of the instructor</p>

Rationale for Change: The prerequisite requiring Marketing and Corporate Finance are not necessary for students to understand the course material.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

<i>Authorization</i>	<i>Date</i>
Departmental Approval:	
Faculty/School Approval: Faculty of Business	March 21, 2018
Faculty Dean's Approval: Dr. Juergen Krause	March 21, 2018
Graduate Studies Dean's Approval: N / A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #44

Revision is for a: **Calendar Entry Change**

Faculty/School: **Business**

Department/Program(s): **Bachelor of Business Studies**

MOTION: To approve the deletion of the elective information from the Bachelor of Business Studies, Program and Courses information under Course Structure, #2 and renumber the remaining information.

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>For students whose college diploma was in Business or Retail Management:</p> <p>In addition to the 18 required courses, students must take 2 elective courses. At least one elective must be a non-business course. The other elective (“a free elective”) may be either a business or a non- business course.</p> <p>NOTES:</p> <ol style="list-style-type: none"> 1. Students who have completed a diploma in Accounting Technology must take a business elective in place of Accounting 101. 2. Students who have successfully completed a course in organizational behaviour in their college diploma program must take a business elective in place of Business 171. 3. Accounting courses are considered to be Business electives. Due to student enrolments and faculty availability, some courses may not necessarily be offered each year. Students should consult the current timetable before registration. 4. Political Science 201 (Canadian Politics I: Government) and 311 (Canadian Public Administration) are recommended as potential non-business electives. 5. Recommended Business electives include Business 265 (Introduction to Small Business and Entrepreneurship), Business 465 (Project Management), Business 471 (Org. Development), and Business 476 (Intercultural Management). 6. Students are eligible to apply to the Co-operative Education program upon entrance to the university 7. Unless specified, the following courses are not eligible as electives for the BBST program: Math 111/112, Economics 101/102, Business 101. 8. The completion of UPEI 101 is a required course for the BBST, but the course also meets the general UPEI requirement of taking UPEI 101, 102 or 103. 	<p>For students whose college diploma was in Business or Retail Management:</p> <p>In addition to the 18 required courses, students must take 2 elective courses. At least one elective must be a non-business course. The other elective (“a free elective”) may be either a business or a non-business course.</p> <p>NOTES:</p> <ol style="list-style-type: none"> 1. Students who have completed a diploma in Accounting Technology must take a business elective in place of Accounting 1010. 2. Students who have successfully completed a course in organizational behaviour in their college diploma program must take a business elective in place of Business 1710. 2. Accounting courses are considered to be Business electives. Due to student enrolments and faculty availability, some courses may not necessarily be offered each year. Students should consult the current timetable before registration. 3. Political Science 2010 (Canadian Politics I: Government) and 3110 (Canadian Public Administration) are recommended as potential non-business electives. 4. Recommended Business electives include Business 2650 (Introduction to Small Business and Entrepreneurship), Business 4650 (Project Management), Business 4710 (Org. Development), and Business 4760 (Intercultural Management). 5. Students are eligible to apply to the Co-operative Education program upon entrance to the university. 6. Unless specified, the following courses are not eligible as electives for the BBST program: Math 1110/1120, Economics 1010/1020, Business 1010. 7. The completion of UPEI 101 is a required course for the BBST, but the course also meets the general UPEI requirement of taking UPEI 1010, 1020 or 1030.

CALENDAR & CURRICULUM CHANGE

MOTION #44

Rationale for Change: When this note was added in 2014 it was our understanding that some diploma programs at Holland College were teaching an organizational behaviour course that was of similar content and rigour to our BUS 1710. Upon further review it has been determined that this is not the case. The Bachelor of Business Studies (BBST) currently lists BUS 1710 as a required course. Removal of note 2 will make it less confusing for students as it clearly states that BUS 1710 is a required course.

Implementation Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: For any students currently enrolled who received permission to take a business elective in place of Bus 1710 there will be no effect. On a go forward basis students will be advised that BUS 1710 is a required course as listed.

<i>Authorization</i>	<i>Date</i>
Departmental Approval:	
Faculty/School Approval: Faculty of Business	March 21, 2018
Dean's Approval: Dr. Juergen Krause	March 21, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #45

Revision is for a: **Course Description Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Executive MBA**

MOTION: To have the change in course description for BUS 6030, Marketing Management, be approved as proposed.

Reproduction of Current Calendar Entry	Proposed revision with changes underlined and deletions indicated clearly
<p>BUS 6030 MARKETING MANAGEMENT This course looks at marketing in technology- intensive and technology-driven markets characterized by shorter life cycles, rapid information, and uncertainty, while studying the various concepts of marketing in order to create a competitive edge in a challenging environment. Emphasis is on using marketing analysis tools to evaluate potential market size, strategic risk, and financial return, which involves an understanding of marketing globally and competitively, as well as its drivers, societal awareness, and its integration within business.</p>	<p>BUS 6030 MARKETING MANAGEMENT <u>This course looks at marketing in technology- intensive and technology-driven markets characterized by shorter life cycles, rapid information, and uncertainty, while studying the various concepts of marketing in order to create a competitive edge in a challenging environment. Emphasis is on using marketing analysis tools to evaluate potential market size, strategic risk, and financial return, which involves an understanding of marketing globally and competitively, as well as its drivers, societal awareness, and its integration within business. This course is designed to provide students with an introduction to the essentials of marketing practice. Students work together to apply principles and techniques for assessing changing consumer wants in an environment driven by globalization and evolving technological change. Emphasis is placed on providing managers with the tools necessary to make timely, strategic marketing decisions from the perspective of targeted consumer wants.</u></p>

Rationale for Change: Revise the wording to better reflect the course offering.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization	Date
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #46

Revision is for a: **Course Description Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Executive MBA**

MOTION: To have the change in course title and course description for BUS 6060, International Business for Entrepreneurship and Enterprise, be approved as proposed.

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>BUS 6060 INTERNATIONAL BUSINESS FOR ENTREPRENEURSHIP AND ENTERPRISE This course focuses on the challenges and opportunities of venturing into international markets. The course addresses the complexities that arise when doing business in different business environments and cultural contexts. Specific topics may include international strategy, managing currency risks, opportunity assessment, business valuation and deal structuring, managing across borders, intercultural management and ethical decision-making.</p>	<p>BUS 6060 INTERNATIONAL BUSINESS FOR ENTREPRENEURSHIP AND ENTERPRISE This course focuses on the challenges and opportunities of venturing into international markets. The course addresses the complexities that arise when doing business in different business environments and cultural contexts. Specific topics may include international strategy, managing currency risks, opportunity assessment, <u>business valuation and deal structuring</u>, managing across borders, intercultural management, <u>international negotiations</u>, and ethical decision-making.</p>

Rationale for Change: Revise the wording to better reflect the course offering.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization

Date

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #47

Revision is for a: **Course Description Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Executive MBA**

MOTION: To have the change in course description and prerequisites for BUS-6070, Strategic Management, be approved as proposed.

Reproduction of Current Calendar Entry	Proposed revision with changes underlined and deletions indicated clearly
<p>BUS 6070 STRATEGIC MANAGEMENT This course looks at the development and implementation of management strategies to create a sustainable advantage in new ventures and entrepreneurial activities in the fast- changing knowledge economy. Utilizing a variety of pedagogy, the course may include such topics as venture concepts, product and market development, marketing knowledge intensive products and services, growing markets, and investor relations. PREREQUISITE: Business 6010, 6020, 6030, and 6050</p>	<p>BUS 6070 STRATEGIC MANAGEMENT This course looks at the development and implementation of management strategies to create a sustainable advantage in new ventures and entrepreneurial activities in the fast- changing knowledge global economy. Utilizing a variety of pedagogy <u>pedagogic approaches</u>, the course may include such topics <u>such</u> as venture concepts, product and market development, <u>marketing knowledge intensive products and services, growing markets, and investor relations, intellectual property strategies, pipeline and portfolio management, licensing, alliances, mergers and acquisitions, and international expansion strategies.</u> PREREQUISITE: Business 6010, 6020, 6030, and 6050</p>

Rationale for Change: Revise the wording to better reflect the course offering.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

<i>Authorization</i>	<i>Date</i>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #48

Revision is for a: **Course Description Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Executive MBA**

MOTION: To have the change in course title and course description for BUS 6080, Business Research Methods, be approved as proposed.

Reproduction of Current Calendar Entry	Proposed revision with changes underlined and deletions indicated clearly
<p>BUS 6080 BUSINESS RESEARCH METHODS This course looks at research as a systematic, objective, and creative process. It examines how research is a significant tool of the modern manager, and provides models and frameworks for completing research, decision-making, and integrated research writing. The course utilizes concrete research projects and dissemination of results.</p>	<p>BUS 6080 BUSINESS-RESEARCH METHODS FOR EVIDENCE-BASED MANAGERS <u>This course looks at research as a systematic, objective, and creative process. It examines how research is a significant tool of the modern manager, and provides models and frameworks for completing research, decision-making, and integrated research writing. The course utilizes concrete research projects and dissemination of results.</u> <u>This course looks at research as a systematic, objective, and creative process and provides students with a foundation for practicing evidence-based management.</u> <u>Through an introductory yet thorough overview of research methodology, this course enables and encourages students to consider ways managers can use research to support decision-making and actions. Students learn how to locate and evaluate existing knowledge and how to conduct (or participate in) original research.</u></p>

Rationale for Change: Revise the wording to better reflect the course offering.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization	Date
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #49

Revision is for a: **Course Title Change**

Faculty/School/Department: Business

Department/Program(s)/Academic Regulations: **Executive MBA**

MOTION: To have the change in course title for BUS 7200, Managing In and Creating An Innovative Culture, be approved as proposed.

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
BUS 7200 MANAGING IN AND CREATING AN INNOVATIVE CULTURE	BUS 7200 MANAGING IN AND CREATING AN INNOVATIVE CULTURE <u>INNOVATION AND ENTREPRENEURSHIP</u>

Rationale for Change: Revise the wording to better reflect the course offering.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

<i>Authorization</i>	<i>Date</i>
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018



CALENDAR & CURRICULUM CHANGE

MOTION #50

Revision is for a: **Course Description Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Executive MBA**

MOTION: To have the change in course title and course description for BUS 7210, Innovative Management, be approved as proposed.

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>BUS 7210 INNOVATIVE MANAGEMENT This course provides a practical and theoretical understanding of innovation and entrepreneurial management through leadership, professionalism, and governance. As responsibility to and for stakeholders increases in today's business world, companies are finding that social responsibility can have a material impact on their success as they consider the socio-economic impacts of their activities and decisions on their employees, their communities, and internationally. This course takes a comprehensive and timely look at corporate citizenship for large and small enterprises, the shareholders, and society at large. Consideration of leadership styles and methods are explored through various experiential processes.</p>	<p>BUS 7210 – INNOVATIVE MANAGEMENT CULTURE AND LEADERSHIP <u>This course provides a practical and theoretical understanding of innovation and entrepreneurial management through leadership, professionalism, and governance. As responsibility to and for stakeholders increases in today's business world, companies are finding that social responsibility can have a material impact on their success as they consider the socio-economic impacts of their activities and decisions on their employees, their communities, and internationally. This course takes a comprehensive and timely look at corporate citizenship for large and small enterprises, the shareholders, and society at large. Consideration of leadership styles and methods are explored through various experiential processes.</u> <u>Economies around the world have become increasingly knowledge-based. In accordance, innovation has become integral to organizational success, especially in a global context. This has forced organizational executives to gain the knowledge and skills required to foster an innovative work culture.</u> <u>This course provides a practical and theoretical understanding of how to create an innovative workforce through effective leadership and employee management. A complexity approach to innovation in organizations is used to contextualize the course content. A selection of leadership styles, competencies and methods are presented and explored through various experiential processes and activities.</u></p>

Rationale for Change: Revise the wording to better reflect the course offering.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization

Date:

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #51

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Master of Business Administration**

MOTION: That the revised calendar entry Graduate Admission Requirements: Master of Business Administration be approved as proposed

Reproduction of Current Calendar Entry	Proposed revision with changes underlined and deletions indicated clearly
Master of Business Administration (MBA)	Master of Business Administration (MBA)
Applicants for admission to the MBA program must have demonstrated the potential to learn within a demanding integrated program, typically through high academic standing in previous university studies. The basic requirements and qualifications are:	<u>The Faculty of Business offers two Master of Business Administration (MBA) programs: an Executive Master of Business Administration, and a Master of Business Administration in Global Leadership.</u>
i. for the Innovative Management Stream, an undergraduate degree in any discipline is required. For the Biotechnology Management and Entrepreneurship Stream, an undergraduate degree in the sciences or a degree in any discipline plus considerable work experience in a science field is required. For both streams, the required degree must be from a recognized university and the applicant should have achieved a minimum average of B (70% or higher) in the last four semesters or last two years of undergraduate study.	<u>Admission requirements are stipulated below, first for the Executive Master of Business Administration, and then for the Master of Business Administration in Global Leadership.</u>
ii. acceptable professional designations such as CFA, CA, CGA, CMA, or PEng plus work experience will also be considered. Under exceptional circumstances, a person who lacks a formal degree or professional designation but who has other outstanding management qualifications, such as a well-established and documented business career, may be admitted to the MBA program. In these circumstances, applicants will normally be expected to have a minimum of ten years full-time work experience, including significant experience in upper management or entrepreneurial positions. The MBA Committee must be satisfied that the applicant has demonstrated a level of academic competence at least equivalent to an undergraduate degree.	<u>Executive Master of Business Administration (Executive MBA)</u>
	Applicants for admission to the <u>Executive MBA</u> program must have demonstrated the potential to learn within a demanding integrated program, typically through high academic standing in previous university studies. <u>There are two streams available within the Executive MBA: Innovative Management and Biotechnology Management.</u> The basic requirements and qualifications are:
	i. for the Innovative Management Stream, an undergraduate degree in any discipline is required. For the Biotechnology Management and Entrepreneurship Stream, an undergraduate degree in the sciences or a degree in any discipline plus considerable work experience in a science field is required. For both streams, the required degree must be from a recognized university and the applicant should have achieved a minimum average of B (70% or higher) in the last four semesters or last two years of undergraduate study.



CALENDAR & CURRICULUM CHANGE

MOTION #51

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>iii. a minimum of three years of full-time work experience is preferred, with a required minimum of one year full-time, relevant work experience. The relevant work experience may include managerial and supervisory responsibilities, new venture ownership, and professional or project development experiences. A variety of work experiences and backgrounds enhance the calibre of class interaction so students learn from both the professor and each other.</p> <p>APPLICATION FOR ADMISSION All documents pertaining to application for admission must be submitted to the Office of the Registrar with the appropriate fee.</p> <p>APPLICATION CHECKLIST</p> <ul style="list-style-type: none"> • Graduate Studies Application Form • All Official Transcripts • Current, detailed resume • Two Reference Letters (form downloadable; references must be dated within 6 months of program application) • GMAT Score (if requested) • Personal Statement • TOEFL Scores (for applicants whose first language is not English) • Application Fee <p>Applications and all documentation must be received by April 15 for a September start date. Applicants from the People's Republic of China must submit their application by January 31 for a September start. All other international applicants must meet a submission deadline of March 1 for a September start in the same year. Applications received after the specified deadlines will be reviewed only if seats are available.</p> <p>Early applications are highly recommended as there are a limited number of seats in the program and these fill up as completed applications are adjudicated throughout the year. All applications are assessed on a case-by-case basis and adjudicated only once.</p>	<p>ii. acceptable professional designations such as <u>CPA</u>, CFA, CA, CGA, CMA, or PEng plus work experience will also be considered. Under exceptional circumstances, a person who lacks a formal degree or professional designation but who has other outstanding management qualifications, such as a well-established and documented business career, may be admitted to the <u>Executive</u> MBA program. In these circumstances, applicants will normally be expected to have a minimum of ten years full-time work experience, including significant experience in upper management or entrepreneurial positions. The MBA Committee must be satisfied that the applicant has demonstrated a level of academic competence at least equivalent to an undergraduate degree.</p> <p>iii. a minimum of three years of full-time work experience is preferred, with a required minimum of one year full-time, relevant work experience. The relevant work experience may include managerial and supervisory responsibilities, new venture ownership, and professional or project development experiences. A variety of work experiences and backgrounds enhance the calibre of class interaction so students learn from both the professor and each other.</p> <p>APPLICATION FOR ADMISSION All documents pertaining to application for admission must be submitted to the Office of the Registrar with the appropriate fee.</p> <p>APPLICATION CHECKLIST</p> <ul style="list-style-type: none"> • Graduate Studies Application Form • All Official Transcripts • Current, detailed resume • Two Reference Letters (form—downloadable; references must be dated within 6 months of program application) • GMAT Score (if requested) • Personal Statement • TOEFL-English Language Proficiency Scores (for applicants whose first language is not English) • Application Fee



CALENDAR & CURRICULUM CHANGE

MOTION #51

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>TRANSCRIPTS Official transcripts or certified copies of the applicant's complete undergraduate and graduate (if any) record to date are to be sent to the Office of the Registrar. Applicants from outside North America are strongly urged to attach official statements of the grades obtained and the subject matter included. If original documentation is not in English, you must also provide a notarized English translation. This does not apply to French language universities in Canada.</p> <p>RESUMÉ, REFERENCE LETTERS, AND PERSONAL STATEMENT A current resume must be submitted to the Office of the Registrar along with two reference letters, and a personal statement. The resume must detail work experiences, responsibilities, and contributions. Two reference letters are to be submitted on the appropriate referee form. They must be placed in an envelope, sealed and signed by the referee. A personal statement, of no more than 400 words, must explain the reasons why you wish to enrol in UPEI's MBA program. It should include details of your relevant past experience, your long and short term goals, and explain how the MBA program will meet your needs and assist you in reaching your educational and career goals.</p> <p>NOTE: Applicants without a formal degree or professional designation will be expected to provide convincing evidence of their capabilities in communications, analysis, and knowledge transfer, as well as their professional contributions and accomplishments within their personal statement. For these applicants only, the personal statement must be no more than 800 words.</p> <p>GRADUATE MANAGEMENT ADMISSION TEST (GMAT) A Graduate Management Admission Test (GMAT) score may be requested. If GMAT results are requested, applicants must achieve a minimum score of 550, with preference given to scores of 600 and over. This will be considered as an indicator and a tool for evaluating applicants for quantitative and verbal skills. These scores should be less than five years old.</p>	<p>Applications and all documentation must be received by April 15 for a September start date. Applicants from the People's Republic of China must submit their application by January 31 for a September start. All other international applicants must meet a submission deadline of March 1 for a September start in the same year. Applications received after the specified deadlines will be reviewed only if seats are available.</p> <p>Early applications are highly recommended as there are a limited number of seats in the program and these fill up as completed applications are adjudicated throughout the year. All applications are assessed on a case-by-case basis and adjudicated only once.</p> <p>TRANSCRIPTS Official transcripts or certified copies of the applicant's complete undergraduate and graduate (if any) record to date are to be sent to the Office of the Registrar. Applicants from outside North America are strongly urged to attach official statements of the grades obtained and the subject matter included. If original documentation is not in English, you must also provide a notarized English translation. This does not apply to French language universities in Canada.</p> <p>RESUMÉ, REFERENCE LETTERS, AND PERSONAL STATEMENT A current resume must be submitted to the Office of the Registrar along with two reference letters, and a personal statement. The resume must detail work experiences, responsibilities, and contributions. Two reference letters are to be submitted on the appropriate referee form. They must be placed in an envelope, sealed and signed by the referee. A personal statement, of no more than 400 words, must explain the reasons why you wish to enrol in UPEI's <u>Executive</u> MBA program. It should include details of your relevant past experience, your long and short term goals, and explain how the <u>Executive</u> MBA program will meet your needs and assist you in reaching your educational and career goals.</p> <p>NOTE: Applicants without a formal degree or professional designation will be expected to provide convincing evidence of their capabilities in communications, analysis, and knowledge transfer, as well as their professional contributions and</p>

CALENDAR & CURRICULUM CHANGE

MOTION #51

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>INTERVIEW Once all application materials are received, the MBA Committee may conduct an interview for admission. The committee will be seeking well- rounded and knowledgeable people with managerial and leadership potential. Innovative management and entrepreneurial thinking requires teamwork and relationship building so applicants will be chosen based on their ability to enhance this type of diverse and dynamic learning environment.</p> <p>ENGLISH PROFICIENCY Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by applicants whose mother tongue is not English or whose normal language of instruction throughout their education (as recognized by UPEI) was not English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.</p> <p>REFUSAL OF ADMISSION Admission to the MBA Program is a competitive process. Limitations of funds, space, facilities, or personnel may make it necessary for the University, at its discretion, to refuse admission to an otherwise acceptable applicant. Meeting minimum requirements does not guarantee admission to the program. To avoid disappointment, applicants are encouraged to submit their documents well before the deadline of April 15.</p>	<p>accomplishments within their personal statement. For these applicants only, the personal statement must be no more than 800 words.</p> <p>GRADUATE MANAGEMENT ADMISSION TEST (GMAT) A Graduate Management Admission Test (GMAT) score may be requested. If GMAT results are requested, applicants must achieve a minimum score of 550, with preference given to scores of 600 and over.</p> <p>This will be considered as an indicator and a tool for evaluating applicants for quantitative and verbal skills. These scores should be less than five years old.</p> <p>INTERVIEW Once all application materials are received, the MBA Committee may conduct an interview for admission. The committee will be seeking well- rounded and knowledgeable people with managerial and leadership potential. Innovative management and entrepreneurial thinking requires teamwork and relationship building so applicants will be chosen based on their ability to enhance this type of diverse and dynamic learning environment.</p> <p>ENGLISH PROFICIENCY Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by applicants whose mother tongue is not English or whose normal language of instruction throughout their education (as recognized by UPEI) was not English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.</p> <p><u>The program may extend a conditional offer of admission to an MBA applicant who meets all admission requirements other than the English language proficiency requirement.</u></p>

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Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
	<p><u>Please refer to the Academic Calendar's English language proficiency requirements for conditional offers. Conditional offers allow prospective MBA students to obtain a study permit (if needed) and begin their UPEI Graduate English Academic Preparation (GEAP) program. Upon successfully completing the prescribed terms of study in the GEAP program the student can proceed directly into the MBA program.</u></p> <p>REFUSAL OF ADMISSION Admission to the <u>Executive</u> MBA Program is a competitive process. Limitations of funds, space, facilities, or personnel may make it necessary for the University, at its discretion, to refuse admission to an otherwise acceptable applicant. Meeting minimum requirements does not guarantee admission to the program. To avoid disappointment, applicants are encouraged to submit their documents well before the deadline of April 15.</p> <p><u>Master of Business Administration (MBA) in Global Leadership</u></p> <p><u>Applicants for admission to the MBA in Global Leadership program must have demonstrated the potential to learn and succeed within a demanding integrated program. The basic requirements and qualifications are as follows:</u></p> <ul style="list-style-type: none"> i. <u>University Degree: Applicants must possess an undergraduate degree from an institution recognized by UPEI.</u> ii. <u>English Language Proficiency Requirement</u> iii. <u>GMAT/GRE Test Score</u>



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	<p><u>APPLICATION FOR ADMISSION</u> All documents pertaining to application for admission must be submitted to the Office of the Registrar with the appropriate fee.</p> <p><u>APPLICATION CHECKLIST</u></p> <ul style="list-style-type: none">• <u>Graduate Studies Application Form</u>• <u>All Official Transcripts</u>• <u>Current, detailed resume</u>• <u>Two Reference Letters (references must be dated within 6 months of program application)</u>• <u>GMAT or GRE Score</u>• <u>Personal Statement</u>• <u>English Language Proficiency Score (for applicants whose first language is not English)</u>• <u>Application Fee</u> <p><u>Applications and all documentation must be received by April 15 for an August start date. Applications received after the specified deadline will be reviewed only if seats are available.</u></p> <p><u>Early applications are highly recommended as there are a limited number of seats in the program and these fill up as completed applications are adjudicated throughout the year. All applications are assessed on a case-by-case basis and adjudicated only once.</u></p> <p><u>TRANSCRIPTS</u> <u>Official transcripts or certified copies of the applicant's complete undergraduate and graduate (if any) record to date are to be sent to the Office of the Registrar. Applicants from outside North America are strongly urged to attach official statements of the grades obtained and the subject matter included. If original documentation is not in English, you must also provide a notarized English translation.</u></p>

	<p><u>This does not apply to French language universities in Canada.</u></p> <p><u>RESUMÉ, REFERENCE LETTERS, AND PERSONAL STATEMENT</u> <u>A current resume must be submitted to the Office of the Registrar along with two reference letters, and a personal statement. The resume must detail work experiences, responsibilities, and contributions. Two reference letters are to be submitted on the appropriate referee form. A personal statement, of no more than 400 words, must explain the reasons why you wish to enrol in UPEI's MBA in Global Leadership program. It should include details of your relevant past experience, your long and short term goals, and explain how the MBA program will meet your needs and assist you in reaching your educational and career goals.</u></p> <p><u>GRADUATE MANAGEMENT ADMISSION TEST (GMAT) OR GRADUATE RECORD EXAM (GRE)</u> <u>Applicants are required to provide scores from the Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE). The equivalent of a GMAT score of 570 or greater would typically be competitive. The score should be less than five years old. The requirement for a GMAT/GRE score may be waived for students with a high average (85% or higher) in their undergraduate degree.</u></p> <p><u>INTERVIEW</u> <u>Once all application materials are received, the MBA Committee may conduct an interview for admission.</u></p> <p><u>ENGLISH PROFICIENCY</u> <u>Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by applicants whose mother tongue is not English or whose normal language of instruction throughout their education (as recognized by UPEI) was not English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar.</u></p>
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	<p>Such students <u>should make arrangements to take the test at least three months before the semester opening date.</u></p> <p>The program may extend a conditional offer of admission to an MBA applicant who meets all admission requirements other than the English language proficiency requirement. Please refer to the Academic Calendar's English language proficiency requirements for conditional offers. Conditional offers allow prospective MBA students to obtain a study permit (if needed) and begin their UPEI Graduate English Academic Preparation (GEAP) program. Upon successfully completing the prescribed terms of study in the GEAP program the student can proceed directly into the MBA program.</p> <p><u>REFUSAL OF ADMISSION</u> <u>Admission to the MBA in Global Leadership Program is a competitive process. Limitations of funds, space, facilities, or personnel may make it necessary for the University, at its discretion, to refuse admission to an otherwise acceptable applicant. Meeting minimum requirements does not guarantee admission to the program. To avoid disappointment, applicants are encouraged to submit their documents well before the deadline of April 15.</u></p>

Rationale for Change: To include the new MBA in Global Leadership admission requirements and differentiate between the two programs.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization	Date:
Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

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Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Master of Business Administration**

MOTION: That the revised calendar entry General Regulations- Graduate Programs: Master of Business Administration be approved as proposed.

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>MASTER OF BUSINESS ADMINISTRATION</p> <p>1. GLOSSARY OF TERMS</p> <p>a. Master of Business Administration (MBA): degree granted for successful completion of the requirements for the Master of Business Administration degree as listed in the regulations.</p> <p>b. MBA Committee: a standing committee formed to oversee the graduate business program. This committee will work with the UPEI Graduate Studies Committee to ensure all policies and guidelines are being fulfilled.</p> <p>Other activities will include reviewing and making recommendations to the Dean on programming, courses, graduates' research, and students' issues. In particular, the committee will</p> <ul style="list-style-type: none"> i. establish and periodically review the goals and objectives of the MBA program of the Faculty of Business; ii. review all applications from prospective students and recommend acceptance or rejection; iii. make recommendations to the Dean concerning creation, deletion, or 	<p>MASTER OF BUSINESS ADMINISTRATION</p> <p>1. GLOSSARY OF TERMS</p> <p>a. Master of Business Administration (MBA): degree granted for successful completion of the requirements for the Master of Business Administration degree as listed in the regulations.</p> <p>b. MBA Committee: a standing committee formed to oversee the graduate business programs. This committee will work with the UPEI Faculty of Graduate Studies Committee to ensure all policies and guidelines are being fulfilled.</p> <p>Other activities will include reviewing and making recommendations to the Dean on programming, courses, graduates' research, and students' issues. In particular, the committee will</p> <ul style="list-style-type: none"> i. establish and periodically review the goals and objectives of the MBA programs of the Faculty of Business; _____ ii. review all applications from prospective students and recommend acceptance or rejection; iii. make recommendations to the Dean of <u>Business</u> concerning creation, deletion, or



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<p>modification of graduate programs and courses;</p> <p>iv. direct the coordination of graduate courses and research in the Faculty of Business;</p> <p>v. review academic records of graduate students and recommend to the Dean the awarding of a degree or courses of action in the event of substandard performance;</p> <p>vi. recommend changes to the Graduate Studies Academic Calendar; and</p> <p>vii. evaluate and recommend to the Dean those faculty to serve as members of the graduate Business faculty.</p> <p>c. Director of MBA Program: is a faculty member who has administrative responsibility for the coordination of MBA program in the Faculty of Business and is Chair of the MBA Committee.</p> <p>d. Graduate Business Faculty: members of the Faculty of Business who participate in the graduate program are described herein as graduate faculty. These members are assigned their duties by the Dean of Business with the assistance of the Director of the MBA program. From time to time, faculty members drawn from other faculties may be recommended as graduate faculty. Similarly, Adjunct Professors may serve on graduate student Supervisory Committees as a result of expertise related to a particular project. Normally, graduate faculty will have a doctorate in business or a related field.</p>	<p>modification of graduate programs and courses;</p> <p>iv. direct the coordination of graduate courses and research in the Faculty of Business;</p> <p>v. review academic records of graduate students and recommend to the Dean the awarding of a degree or courses of action in the event of substandard performance;</p> <p>vi. recommend changes to the Graduate Studies Academic Calendar; and</p> <p>vii. evaluate and recommend to the Dean <u>of Business</u> those faculty to serve as members of the graduate Business faculty.</p> <p>c. Director of MBA Program: is a faculty member who has administrative responsibility for the coordination of MBA program in the Faculty of Business and is Chair of the MBA Committee.</p> <p>d. Graduate Business Faculty: members of the Faculty of Business who participate in the graduate program are described herein as graduate faculty. These members are assigned their duties by the Dean of Business with the assistance of the Director of the MBA program. From time to time, faculty members drawn from other faculties may be recommended as graduate faculty. Similarly, Adjunct Professors may serve on graduate student Supervisory Committees as a result of expertise related to a particular project. Normally, graduate faculty will have a doctorate in business or a</p>

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<p>e. Business Supervisory Committee: a committee of the Faculty of Business responsible for the supervision of a student's signature research project. Normally, the committee for each student consists of two members of the Faculty of Business, one of whom serves as the student's supervisor. If a member of the Supervisory Committee has an appointment in another UPEI faculty or at another university, approval must be provided by the MBA Committee.</p> <p>f. MBA Advisory Council—members from the larger business community who will have defined terms of reference. Its primary objectives are to provide advice and assist with governance, strategic development of the program, and connections to the larger community.</p> <p>g. For the purpose of these regulations, the term "semester" includes first and second semesters (fall and winter) as defined in the calendar and the period from May to August (spring/summer) as a third semester.</p> <p>h. Description of Graduate Students Regular Student: An applicant who has met the requirements set out for this program and for UPEI and has been accepted into the program. Students are enrolled in the MBA on a program basis and considered to be full time graduate students.</p> <p>2. ENROLMENT AND REGISTRATION Procedures This is a course-based graduate program with a Signature Project. After examining the student's academic record, the Director of the MBA Committee will confirm the program for the student. The program will include prescribed studies on the basis of which the candidate's final standing will be determined and, in exceptional cases, it may include additional courses either chosen by the student or specified by the MBA Committee.</p>	<p>related field.</p> <p>d. e. Business Supervisory Committee: a committee of the Faculty of Business responsible for the supervision of a student's signature research project. Normally, the committee for each student consists of two members of the Faculty of Business, one of whom serves as the student's supervisor. If a member of the Supervisory Committee has an appointment in another UPEI faculty or at another university, approval must be provided by the MBA Committee.</p> <p>f. MBA Advisory Council—members from the larger business community who will have defined terms of reference. Its primary objectives are to provide advice and assist with governance, strategic development of the program, and connections to the larger community.</p> <p>g. For the purpose of these regulations, the term "semester" includes first and second semesters (fall and winter) as defined in the calendar and the period from May to August (spring/summer) as a third semester.</p> <p>h. Description of Graduate Students Regular Student: An applicant who has met the requirements set out for this program and for UPEI and has been accepted into the program. Students are enrolled in the MBA on a program basis and considered to be full time graduate students.</p> <p>2. ENROLMENT AND REGISTRATION Procedures This is a course-based graduate program with a Signature Project. After examining the student's academic record, the Director of the MBA Committee will confirm the program for the student. The program will include prescribed studies on the basis of which the candidate's final standing will be determined and, in exceptional cases, it may include additional courses either chosen by the student or specified by the MBA Committee.</p>
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<p>Applicants must receive formal notification from the Office of the Registrar that they have been accepted into the program before registering as graduate students in the MBA program. See the Admissions section in the calendar that applies to the MBA. Students will register each semester in the courses outlined in their MBA program.</p> <p>Student identification cards, which are used for library purposes, are obtained upon initial registration, and are validated at the Robertson Library at the beginning of each subsequent semester. Loss or theft of an identification card must be reported.</p> <p>Registration Changes Changes in student registration (deletion or addition of courses) must be approved by the Director of the MBA program (with input as required by the MBA Committee) and formal approvals of the University when required. Please check the UPEI and the Faculty of Business web sites for the most recent program updates.</p> <p>Except where credits are granted by special permission for courses outside of the Faculty of Business, credits will only be given for courses listed on the student's registration form or authorized through an official change of registration.</p> <p>In exceptional cases, the MBA Committee and the Dean of Business may consider flexibility in courses for applicants. This means that students deemed to have significant learning in a particular area may normally be allowed one course exemption which is to be substituted with another approved course. Appropriate documentation will be required in order to consider course exemption.</p> <p>Students should discuss course selection with the MBA Coordinator or Director. Specific courses may need approval to take as long as prerequisites are not impacted. Financial and Managerial Accounting must be successfully completed before taking Corporate Finance and courses 601, 602, 603, 605 are required for Strategic Management.</p>	<p>Applicants must receive formal notification from the Office of the Registrar that they have been accepted into the program before registering as graduate students in the MBA program. See the Admissions section in the calendar that applies to the <u>Executive MBA and MBA in Global Leadership programs</u>. Students will register each semester in the courses outlined in their MBA program.</p> <p>Student identification cards, which are used for library purposes, are obtained upon initial registration, and are validated at the Robertson Library at the beginning of each subsequent semester. Loss or theft of an identification card must be reported.</p> <p>Registration Changes Changes in student registration (deletion or addition of courses) must be approved by the Director of the MBA program (with input as required by the MBA Committee) and formal approvals of the University when required. Please check the UPEI and the Faculty of Business web sites for the most recent program updates.</p> <p>Except where credits are granted by special permission for courses outside of the Faculty of Business, credits will only be given for courses listed on the student's registration form or authorized through an official change of registration.</p> <p>In exceptional cases, the MBA Committee and the Dean of Business may consider flexibility in courses for applicants. This means that students deemed to have significant learning in a particular area may normally be allowed one course exemption which is to be substituted with another approved course. Appropriate documentation will be required in order to consider course exemption.</p> <p>Students should discuss course selection with the MBA Coordinator or Director. Specific courses may need approval to take as long as prerequisites are not impacted. Financial and Managerial Accounting must be successfully completed before taking Corporate Finance and courses 601, 602, 603, 605 are required for Strategic Management.</p>

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<p>Academic Credit from Outside the Program The MBA Program is highly integrated and does not easily lend itself to course-by-course credit for advanced standing. The courses designed for the Program are of high value for interpersonal skills building, team building and leadership development. Transfer of relevant, graduate course credits from recognized universities is therefore limited.</p> <p>Students who wish to request a course credit transfer must have prior approval of the Director of the MBA Program. They must complete a Permission to Transfer form and submit it to the Office of the Registrar. Students may take and receive credit for up to 9 semester hours of course work from academic units outside the Faculty of Business. All course work must be at the graduate level.</p> <p>Active Status Students are expected to register for each of their courses. To maintain active status, a student must register for at least one course in the program within any given 12-month period and pay the program fee. If a student withdraws from the program or seeks a deferral, the regulations must be followed. Normally, students must complete the degree within six years of first registering in the program.</p> <p>If a student has prior permission from the Director of the Program and the Dean of Business to miss a semester or defer studies due to changed circumstances, the student must apply for readmission and the application fee will be waived; however, if program fees increase, the difference must be paid. With the assistance of the Director of the MBA program, students are required to develop a course schedule to satisfy all outstanding core courses. A deferral must be requested 21 days before the course start date.</p> <p>Withdrawal from the Program Students wishing to withdraw from the program should consult with the Director of the MBA program. Students may withdraw from a program by notifying the office of the Registrar using the appropriate form. The date of withdrawal is the date the written notification is received.</p>	<p>Academic Credit from Outside the Program The <u>courses within each MBA Program</u> are highly integrated; <u>thus, the programs do and does not</u> easily lend itself themselves to course-by-course credit for advanced standing. The courses designed for the Programs are of high value for interpersonal skills building, team building and leadership development. Transfer of relevant, graduate course credits from recognized universities is therefore limited.</p> <p>Students who wish to request a course credit transfer must have prior approval of the Director of the MBA Program. They must complete a Permission to Transfer form and submit it to the Office of the Registrar. Students may take and receive credit for up to <u>9-6</u> semester hours of course work from academic units outside the Faculty of Business. All course work must be at the graduate level.</p> <p>Active Status Students are expected to register for each of their courses. To maintain active status, a student must register for at least one course in the program within any given 12-month period and pay the program fee. If a student withdraws from the program or seeks a deferral, the regulations must be followed. Normally, students must complete the <u>Executive MBA program degree</u> within six years of first registering in the program. <u>For the MBA in Global Leadership, students must complete within three years of first registering in the program.</u></p> <p>If a student has prior permission from <u>With prior permission of</u> the Director of the Program and the Dean of <u>Business, a student may be granted a leave of absence for one semester. to miss a semester or defer studies due to changed circumstances, the student must apply for readmission and the application fee will be waived; however, if program fees increase, the difference must be paid.</u> With the assistance of the Director of the MBA program, students are required to develop a course schedule to satisfy all outstanding core courses. A deferral must be requested 21 days before the course start date.</p> <p>Withdrawal from the Program Students wishing to withdraw from the program should consult with the Director of the MBA program. Students may withdraw from a program by notifying the office of the Registrar using the appropriate form.</p>

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<p>Students may request in writing, and after discussion with the Director of the MBA program, a one-time, one year deferral of admission. Upon deferral of admission, the tuition deposit is normally non-refundable.</p> <p>Unless otherwise stated in materials given to students, refunds will generally be granted as follows:</p> <p>Students accepted into year one of the program may withdraw by completing the Program Withdrawal form at least 45 calendar days before commencement of the program. In such cases, 50% of the program admission fee will be refunded.</p> <p>For program withdrawals at any other time, no refund of the program admission fee will be provided.</p> <p>For withdrawals from the program after courses have begun, the refund of program tuition fees will be on a pro-rata basis depending on the number of courses that the applicant has registered in. This will be determined in accordance with University guidelines.</p> <p>Withdrawal from a Course Withdrawal from a course will not occur by default. Students must discuss course withdrawals with the Director of the MBA program. Withdrawal forms must be submitted to the Office of the Registrar within the regulated time frames. If the course withdrawal occurs no later than 7 calendar days after the start of the course (or, in the case of courses that are less than 4 weeks in duration, before 25% of the course's classes are complete) then the withdrawal results in no academic penalty.</p> <p>Course withdrawals after the deadline in the paragraph above, must be approved by the Director of the MBA Program. If such a course withdrawal occurs before two-thirds of the classes are complete, the student will receive a DISC (discontinued) as the grade on the transcript and must pay the course retake fee.</p>	<p>The date of withdrawal is the date the written notification is received.</p> <p>Students may request in writing, and after discussion with the Director of the MBA program, a one-time, one year deferral of admission. Upon deferral of admission, the tuition deposit is normally non-refundable.</p> <p>Unless otherwise stated in materials given to students, refunds will generally be granted as follows:</p> <p>Students accepted into year one of the program may withdraw from the program by completing the Program Withdrawal form at least 45 calendar days before commencement of the program. In such cases, 50% of the program admission fee will be refunded.</p> <p>For program withdrawals at any other time, no refund of the program admission fee will be provided.</p> <p>For withdrawals from the program after courses have begun, the refund of program tuition fees will be on a pro-rata basis depending on the number of courses that the applicant has registered in. This will be determined in accordance with University guidelines.</p> <p>Withdrawal from a Course Withdrawal from a course will not occur by default. Students must discuss course withdrawals with the Director of the MBA program. Withdrawal forms must be submitted to the Office of the Registrar within the regulated time frames. If the course withdrawal occurs no later than 7 calendar days after the start of the course (or, in the case of courses that are less than 4 weeks in duration, before 25% of the course's classes are complete) then the withdrawal results in no academic penalty.</p> <p>Course withdrawals after the deadline in the paragraph above, must be approved by the Director of the MBA Program. If such a course withdrawal occurs before two-thirds of the classes are complete, the student will receive a DISC (discontinued) as the grade on the transcript and must pay the course retake fee.</p>

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<p>Withdrawals after two-thirds of the classes are complete will normally result in a failing grade on the transcript, and a course retake fee. In exceptional cases where a withdrawal was unavoidable, the course retake fee may be waived and a DISC may appear on the transcript instead of a failing grade.</p> <p>Incomplete Courses A student, who fails to complete all components of a course due to circumstances, such as illness, may be granted permission for incomplete (INC) status in the course. Students must submit such a request to the Director of the MBA program before the end date for the course. The Director will seek advice from the professor concerned as to granting the incomplete status.</p> <p>If approved, students will have up to a maximum of 30 calendar days to complete the outstanding individual assignments, as specified by the professor and approved by the Director of the MBA program. If a student does not complete all the components of a course by the agreed-upon date, normally a failing grade shall replace INC on the transcript.</p> <p>Re-registrations and Course Re-takes Students who fail a course in the MBA program may re-take the course up to an additional two times and pay the course re-take fee each time. If the course is failed after the third attempt, the student will be expelled from the MBA program, with no opportunity for re-enrolment. If applicable, refunds of relevant fees will be issued.</p> <p>A student who has not completed all the requirements for the Signature Project by the due date must re-take the course and pay the course re-take fee.</p> <p>Re-enrolment in the Program Re-enrolment in the program can occur, but is subject to re-application and a statement explaining why re-admission should be permitted. The MBA Committee will review these materials for approval. Students will be required to pay all applicable fees and any fee increases that have occurred between the time of their last enrolment and re-enrolment. Credit for courses previously completed will be re-evaluated and applied to the program requirements where appropriate.</p>	<p>Withdrawals after two-thirds of the classes are complete will normally result in a failing grade on the transcript, and a course retake fee. In exceptional cases where a withdrawal was unavoidable, the course retake fee may be waived and a DISC may appear on the transcript instead of a failing grade.</p> <p>Incomplete Courses A student, who fails to complete all components of a course due to circumstances, such as illness, may be granted permission for incomplete (INC) status in the course. Students must submit such a request to the Director of the MBA program before the end date for the course. The Director will seek advice from the professor concerned as to granting the incomplete status.</p> <p>If approved, students will have up to a maximum of 30 calendar days to complete the outstanding individual assignments, as specified by the professor and approved by the Director of the MBA program. If a student does not complete all the components of a course by the agreed-upon date, normally a failing grade shall replace INC on the transcript.</p> <p>Re-registrations and Course Re-takes Students who fail a course in the MBA program may re-take the course up to an additional two times and pay the course re-take fee each time. If the course is failed after the third attempt, the student will be expelled from the MBA program, with no opportunity for re-enrolment. If applicable, refunds of relevant fees will be issued.</p> <p>A student who has not completed all the requirements for the Signature Project by the due date must re-take the course and pay the course re-take fee. <u>Executive MBA students who do not complete Bus 8010 within the allotted time (i.e., by the end of April the first time they are registered in the course) will pay a maintenance fee and full-time student fees each semester until all degree requirements are met.</u></p> <p>Re-enrolment in the Program Re-enrolment in the program can occur, but is subject to re-application and a statement explaining why re-admission should be permitted. The MBA Committee will review these materials for approval.</p>



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<p>Grading A minimum grade of 60% is required in courses and an overall average of 70% is required to pass the program and obtain the degree.</p> <p>Transcripts of Records Official transcripts of the student's academic record are available through the Registrar's Office. Transcripts will be sent to other universities, to prospective employers, or to others outside the University only upon formal request by the student.</p> <p>Graduation Requirements To be awarded the Master of Business Administration degree, a graduate student must:</p> <ol style="list-style-type: none"> successfully complete the program of studies as set out at the time of admission into the program or as agreed to by the MBA Committee, complete and submit an Application for Graduation form, and meet all other University regulations. <p>In addition, students must have paid all fees owed to the University and returned all library resources.</p>	<p>Students will be required to pay all applicable fees and any fee increases that have occurred between the time of their last enrolment and re-enrolment. Credit for courses previously completed will be re-evaluated and applied to the program requirements where appropriate.</p> <p>Grading A minimum grade of 60% is required in each courses and an overall average of 70% is required to pass the program and obtain the degree.</p> <p>Transcripts of Records Official transcripts of the student's academic record are available through the Registrar's Office. Transcripts will be sent to other universities, to prospective employers, or to others outside the University only upon formal request by the student.</p> <p>Graduation Requirements To be awarded the Master of Business Administration degree, a graduate student must:</p> <ol style="list-style-type: none"> successfully complete the program of studies as set out at the time of admission into the program or as agreed to by the MBA Committee, complete and submit an Application for Graduation form, and meet all other University regulations. <p>In addition, students must have paid all fees owed to the University and returned all library resources.</p>

Rationale for Change: To include the new MBA in Global Leadership.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization

Date:

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 16, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGE

MOTION #53

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Business**

Department/Program(s)/Academic Regulations: **Master of Business Administration**

MOTION: That the revised calendar entry for the Master of Business Administration program be approved as proposed.

Reproduction of Current Calendar Entry	<u>Proposed revision with changes underlined and deletions indicated clearly</u>
<p>MASTER OF BUSINESS ADMINISTRATION PROGRAM (MBA)</p> <p>Based on executive education models, this MBA program offers students a unique and valuable opportunity to advance their education while continuing to work. Specialized streams of study are available in “Biotechnology Management and Entrepreneurship” and “Innovative Management”. These will provide students with the theory, skills, experiential learning and research opportunities to advance their knowledge and enhance their success in these flourishing fields. Dedicated faculty, peer-to-peer learning, an integrated program approach, and an emphasis on developing global perspectives ensure that graduates are well prepared for the unique challenges of leading and innovating in an ever-changing, international business environment.</p> <p>Specialization in Biotechnology Management and Entrepreneurship In this specialization stream, students gain a valuable combination of knowledge and skills in the business of science. The program will focus on the issues of commercialization, as well as the ethical and regulatory issues that face the biotechnology industry. Graduates of this specialization stream will be well equipped to develop and manage new ventures and small businesses or to work in the public and private sectors in the business of biotechnology/science fields.</p> <p>Specialization in Innovative Management The Innovative Management stream is designed to develop the skills and knowledge necessary to effectively manage within and for an innovative environment.</p>	<p><u>EXECUTIVE MASTER OF BUSINESS ADMINISTRATION PROGRAM (EMBA)</u></p> <p>Based on executive education models, this MBA program offers students a unique and valuable opportunity to advance their education while continuing to work. Specialized streams of study are available in “Biotechnology Management and Entrepreneurship” and “Innovative Management”. These will provide students with the theory, skills, experiential learning and <u>research opportunities</u> to advance their knowledge and <u>enhance their success in these flourishing fields</u>. Dedicated faculty, peer-to- peer learning, <u>an integrated</u> program approach, and an emphasis on developing global perspectives ensure that graduates are well prepared for the unique challenges of leading and innovating in an ever-changing, international business environment. <u>The degree conferred upon successful completion of the program is a Master of Business Administration (MBA).</u></p> <p>Specialization in Biotechnology Management and Entrepreneurship In this specialization stream, students gain a valuable combination of knowledge and skills in the business of science. The program will focus on the issues of commercialization, as well as the ethical and regulatory issues that face the biotechnology industry. Graduates of this specialization stream will be well equipped to develop and manage new ventures and small businesses or to work in the public and private sectors in the business of biotechnology/science fields.</p> <p>Specialization in Innovative Management The Innovative Management stream is designed to develop the skills and knowledge necessary to</p>

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<p>Courses integrate the concepts of creativity and entrepreneurial thinking as well as real world learning and management skills such as leadership and teamwork. Global content ensures graduates have a well- developed perspective on worldly issues and decision- making. This program fits those who are interested in business from new perspectives.</p> <p>A) STRUCTURE OF THE PROGRAM</p> <p>The Executive MBA program is designed for working people. The program structure will be flexible to fit students' needs as much as possible. For example, classes held every other week on Fridays and Saturdays will accommodate working students. Students will normally enrol in four courses per semester and form small, self- managed teams to work on projects, thus enabling them to learn from each others' backgrounds and experiences.</p> <p>The first year of studies will focus on enhancing managerial skills and understanding functional business topics. Students will be able to take four courses in each of the fall and winter semesters. The second year of studies will focus on the development and application of more strategic perspectives and application within a dynamic global business environment. In year two, students will be able to take four courses in the fall semester. The signature (project) is normally started in year one of the Program and is completed in the winter semester of the second year.</p> <p>B) PROGRAM REQUIREMENTS</p> <p>Students enrolled in the MBA program are required to complete a total of 42 credit hours (14 courses) comprised of required courses, specialization courses, and a signature project. Students have the opportunity to complete the MBA program in twenty months. They must complete all required courses within six years of being admitted to the program.</p>	<p>Courses integrate the concepts of creativity and entrepreneurial thinking as well as real world learning and management skills such as leadership and teamwork. Global content ensures graduates have a well- developed perspective on worldly issues and decision-making. This program fits those who are interested in business from new perspectives.</p> <p>A) STRUCTURE OF THE PROGRAM</p> <p>The Executive MBA program is designed for working people. The program structure will be <u>is</u> flexible to fit students' needs as much as possible. For example, classes <u>are</u> held every other week on Fridays and Saturdays will to <u>accommodate</u> working students. Students will <u>normally</u> enrol in four courses per semester and form small, self- managed teams to work on projects, thus enabling them to learn from each others' backgrounds and experiences.</p> <p>The first year of studies will <u>focuses</u> on enhancing managerial skills and understanding functional business topics. Students will be <u>are</u> able to take four courses in each of the fall and winter semesters.</p> <p>The second year of studies will <u>focuses</u> on the development and application of more strategic perspectives and application within a dynamic global business environment. In year two, students will be <u>are</u> able to take four courses in the fall semester. The signature (project) is normally started in year one of the Program and is completed in the winter semester of the second year. <u>The program finishes with the completion of Bus-8010.</u></p> <p>B) PROGRAM REQUIREMENTS</p> <p>Students enrolled in the <u>Executive</u> MBA program are required to complete a total of 42 credit hours (14 courses) comprised of required courses, specialization courses, and a signature project. Students have the opportunity to complete the MBA program in twenty months. They must complete all required courses within six years of being admitted to the program.</p>



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<p>C) GRADUATE COURSES</p> <p>Students in both specialization streams must complete 24 credit hours of required core courses and a signature project equivalent to 6 credit hours. The required core courses for both streams are as follows:</p> <p>Business 6010 - Management of People and Organizations Business 6020 - Financial and Managerial Accounting Business 6030 - Marketing Management Business 6040 - Operations Management Business 6050 - Corporate Finance Business 6060 - International Business for Entrepreneurship and Enterprise Business 6070 - Strategic Management Business 6080 - Business Research Methods Business 8010 – Business Research in Practice</p> <p>Specialization Courses Students are required to take 12 credit hours (4 courses) in one of the specializations. These four courses will normally include two required courses plus two elective courses in the chosen area of specialization. Students, however, will have the option to take one of the elective courses in the other specialization. Not all elective courses will be offered each semester. Electives may include Special Topics or Directed Studies courses.</p> <p>Biotechnology Management and Entrepreneurship Courses Business 7010 - Biotechnology Management and Development (required) Business 7020 - Commercialization of Biotechnology and Innovations (required) Business 7030 - Ethics and Governance in Biotechnology Management Business 7040 - International Relations, Laws, and Policies of Biotechnology Business 7050 - Growth Strategies Business 7060 - Venture Financing Strategies Business 7070 - Managing Biotechnology Innovation</p>	<p>C) GRADUATE COURSES</p> <p>Students in both specialization streams must complete 24 credit hours of required core courses and a signature project equivalent to 6 credit hours. The required core courses for both streams are as follows:</p> <p>Business 6010 - Management of People and Organizations Business 6020 - Financial and Managerial Accounting Business 6030 - Marketing Management Business 6040 - Operations Management Business 6050 - Corporate Finance Business 6060 - International Business for Entrepreneurship and Enterprise Business 6070 - Strategic Management Business 6080 - Business Research Methods <u>for Evidence-Based Managers</u> Business 8010 – Business Research in Practice</p> <p>Specialization Courses Students are required to take 12 credit hours (4 courses) in one of the specializations. These four courses will normally include two required courses plus two elective courses in the chosen area of specialization. Students, however, will have the option to take one of the elective courses in the other specialization. Not all elective courses will be offered each semester. Electives may include Special Topics or Directed Studies courses.</p> <p>Biotechnology Management and Entrepreneurship Courses Business 7010 - Biotechnology Management and Development (required) Business 7020 - Commercialization of Biotechnology and Innovations (required) Business 7030 - Ethics and Governance in Biotechnology Management Business 7040 - International Relations, Laws, and Policies of Biotechnology Business 7050 - Growth Strategies Business 7060 - Venture Financing Strategies Business 7070 - Managing Biotechnology Innovation</p>



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<p>Innovative Management Courses Business 7200 - Managing In and Creating an Innovative Culture (required) Business 7210 - Innovative Management (required) Business 7220 - Managing Customer Value Business 7230 - Creativity and Innovation for Change Management Business 7240 - Governance, Leadership, and Professional Development Business 7250 - Management and Government Perspectives Business 7260 - Strategy and Management Consulting</p> <p>Special Topics Course Business 7850 - Special Topics in Business</p> <p>Directed Studies Course Business 7860 - Directed Studies</p> <p>BUS 6010 MANAGEMENT OF PEOPLE & ORGANIZATIONS This course considers concepts, knowledge, and skills related to the behaviour and management of people in organizations. Human resource management entails thinking systematically and strategically, essential for achieving meaningful outcomes through others. Included are topics such as leadership, motivation, organizational structure, recruitment, selection, reward systems, performance management, training and development, employee commitment and retention, workforce diversity, and managing people across borders and cultures.</p> <p>BUS 6020 FINANCIAL AND MANAGERIAL ACCOUNTING In this course students learn to become proficient at understanding and interpreting financial statements, assessing them for decision-making purposes and supporting value-creating organizational strategies, operational tactics, and performance measurement schemes. The course employs international standards and addresses how accounting is used in decision-making. Tools for learning include guest speakers, case studies, and projects.</p>	<p>Innovative Management Courses Business 7200 – Managing In <u>Innovation and Creating an Innovative Culture</u> <u>Entrepreneurship</u> (required) Business 7210 - Innovative Management <u>Culture and Leadership</u> (required) Business 7220 - Managing Customer Value Business 7230 - Creativity and Innovation for Change Management Business 7240 - Governance, Leadership, and Professional Development Business 7250 - Management and Government Perspectives Business 7260 - Strategy and Management Consulting</p> <p>Special Topics Course Business 7850 - Special Topics in Business</p> <p>Directed Studies Course Business 7860 - Directed Studies</p> <p>BUS 6010 MANAGEMENT OF PEOPLE & ORGANIZATIONS This course considers concepts, knowledge, and skills related to the behaviour and management of people in organizations. Human resource management entails thinking systematically and strategically, essential for achieving meaningful outcomes through others. Included are topics such as leadership, motivation, organizational structure, recruitment, selection, reward systems, performance management, training and development, employee commitment and retention, workforce diversity, and managing people across borders and cultures.</p> <p>BUS 6020 FINANCIAL AND MANAGERIAL ACCOUNTING In this course students learn to become proficient at understanding and interpreting financial statements, assessing them for decision-making purposes and supporting value-creating organizational strategies, operational tactics, and performance measurement schemes. The course employs international standards and addresses how accounting is used in decision-making.</p>

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<p>BUS 6030 MARKETING MANAGEMENT This course looks at marketing in technology- intensive and technology-driven markets characterized by shorter life cycles, rapid information, and uncertainty, while studying the various concepts of marketing in order to create a competitive edge in a challenging environment. Emphasis is on using marketing analysis tools to evaluate potential market size, strategic risk, and financial return, which involves an understanding of marketing globally and competitively, as well as its drivers, societal awareness, and its integration within business.</p> <p>BUS 6040 OPERATIONS MANAGEMENT This course focuses on concepts and techniques for the design, planning, control, and improvement of manufacturing and service processes. These concepts and techniques pertain to a range of applications in the private and public sectors. Topics include quantitative decision making; process mapping flows of labour, material, capital, and value; supply chain coordination; inventory management; risk mitigation; quality management; process design; and revenue management. Students will complete problem solving and case applications.</p> <p>BUS 6050 CORPORATE FINANCE This course is designed to provide students with a broad overview of corporate finance and financial markets. The focus is on the conceptual and analytical techniques necessary for making financial decisions. The information collection, problem solving, and decision-making skills inherent in the finance function are stressed. Key concepts covered include the relevance of financial markets to the firm, understanding the relationship between risk and return and its importance in all financial decisions, and learning how financial and real assets are valued and the impact on a company. PREREQUISITE: Business 6020</p>	<p>Tools for learning include guest speakers, case studies, and projects.</p> <p>BUS 6030 MARKETING MANAGEMENT This course looks at marketing in technology- intensive and technology-driven markets characterized by shorter life cycles, rapid information, and uncertainty, while studying the various concepts of marketing in order to create a competitive edge in a challenging environment. Emphasis is on using marketing analysis tools to evaluate potential market size, strategic risk, and financial return, which involves an understanding of marketing globally and competitively, as well as its drivers, societal awareness, and its integration within business. <u>This course is designed to provide students with an introduction to the essentials of marketing practice. Students work together to apply principles and techniques for assessing changing consumer wants in an environment driven by globalization and evolving technological change. Emphasis is placed on providing managers with the tools necessary to make timely, strategic marketing decisions from the perspective of targeted consumer wants.</u></p> <p>BUS 6040 OPERATIONS MANAGEMENT This course focuses on concepts and techniques for the design, planning, control, and improvement of manufacturing and service processes. These concepts and techniques pertain to a range of applications in the private and public sectors. Topics include quantitative decision making; process mapping flows of labour, material, capital, and value; supply chain coordination; inventory management; risk mitigation; quality management; process design; and revenue management. Students will complete problem solving and case applications.</p> <p>BUS 6050 CORPORATE FINANCE This course is designed to provide students with a broad overview of corporate finance and financial markets. The focus is on the conceptual and analytical techniques necessary for making financial decisions. The information collection, problem solving, and decision-making skills inherent in the finance function are stressed. Key concepts covered include the</p>

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<p>BUS 6060 INTERNATIONAL BUSINESS FOR ENTREPRENEURSHIP AND ENTERPRISE This course focuses on the challenges and opportunities of venturing into international markets. The course addresses the complexities that arise when doing business in different business environments and cultural contexts. Specific topics may include international strategy, managing currency risks, opportunity assessment, business valuation and deal structuring, managing across borders, intercultural management and ethical decision-making.</p> <p>BUS 6070 STRATEGIC MANAGEMENT This course looks at the development and implementation of management strategies to create a sustainable advantage in new ventures and entrepreneurial activities in the fast- changing knowledge economy. Utilizing a variety of pedagogy, the course may include such topics as venture concepts, product and market development, marketing knowledge intensive products and services, growing markets, and investor relations. PREREQUISITE: Business 6010, 6020, 6030, and 6050</p> <p>BUS 6080 BUSINESS RESEARCH METHODS This course looks at research as a systematic, objective, and creative process. It examines how research is a significant tool of the modern manager, and provides models and frameworks for completing research, decision-making, and integrated research writing. The course utilizes concrete research projects and dissemination of results.</p> <p>BUS 7010 BIOTECHNOLOGY MANAGEMENT AND DEVELOPMENT (required) This course provides an overview of management in the biotech/sciences fields. It develops a framework for understanding and analyzing issues in the strategic management of technology and innovation in the context of taking a scientifically feasible idea and examining whether or not it is commercially viable. It evaluates opportunities and challenges in the management of growth in entrepreneurial settings and looks at funding sources from venture capital, business angels, investment banking, and commercial banking sources, and considers the potential global</p>	<p>relevance of financial markets to the firm, understanding the relationship between risk and return and its importance in all financial decisions, and learning how financial and real assets are valued and the impact on a company. PREREQUISITE: Business 6020</p> <p>BUS 6060 INTERNATIONAL BUSINESS FOR ENTREPRENEURSHIP AND ENTERPRISE This course focuses on the challenges and opportunities of venturing into international markets. The course addresses the complexities that arise when doing business in different business environments and cultural contexts. Specific topics may include international strategy, managing currency risks, opportunity assessment, business valuation and deal structuring, managing across borders, intercultural management, <u>international negotiations</u>, and ethical decision- making.</p> <p>BUS 6070 STRATEGIC MANAGEMENT This course looks at the development and implementation of management strategies to create a sustainable advantage in new ventures and entrepreneurial activities in the fast-changing knowledge global economy. Utilizing a variety of pedagogy <u>pedagogic approaches</u>, the course may include such topics such as <u>venture concepts, product and market development, marketing knowledge intensive products and services, growing markets, and investor relations, intellectual property strategies, pipeline and portfolio management, licensing, alliances, mergers and acquisitions, and international expansion strategies.</u> PREREQUISITE: Business 6010, 6020, 6030, and 6050</p> <p>BUS 6080 BUSINESS RESEARCH METHODS FOR EVIDENCE-BASED MANAGERS This course looks at research as a systematic, objective, and creative process. It examines how research is a significant tool of the modern manager, and provides models and frameworks for completing research, decision making, and integrated research writing. The course utilizes concrete research projects and dissemination of results.</p>

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<p>impact of biotechnology research, regulatory requirements, and knowledge management.</p> <p>BUS 7020 COMMERCIALIZATION OF BIOTECHNOLOGY AND INNOVATIONS (required) This course examines the theory and practice of commercializing innovation through the launching of new business ventures in the biotechnology industry. It looks at the determination of the value of an innovation; if, when, and how to commercialize an innovation; the research, development, preparation, and presentation of a business plan; how to manage cross-disciplinary teams of scientists, engineers, lawyers, and MBAs; and the strategic alliances and partnerships that are critical to a successful biotech business.</p> <p>BUS 7030 ETHICS AND GOVERNANCE IN BIOTECHNOLOGY MANAGEMENT This course provides a foundation for the ethical and social problems involved in running today's biotechnology companies which may not have the advantages of deep cumulative knowledge and experienced long-term leadership. The course addresses major transitions in technology, markets, and government policy in industries such as pharmaceuticals, biotechnology, information technology, energy, and communications. It examines research collaborations between university and industry, ethical drug advertising, rules of competition, and incorporating ethics into the fabric of business decision-making. Classes feature guest speakers, venture capitalists, business executives, regulators, and others who can bring their insights and expertise to the issues.</p> <p>BUS 7040 INTERNATIONAL REGULATIONS, LAW, AND POLICIES OF BIOTECHNOLOGY This course reviews current legal issues affecting the biotechnology industry and the general public. Special attention is devoted to approval processes and regulations, technology transfer, facility design, and cleaning validation, with emphasis placed on intellectual property issues involving patents, assignment and licensing of technology, and</p>	<p><u>This course looks at research as a systematic, objective, and creative process and provides students with a foundation for practicing evidence-based management. Through an introductory yet thorough overview of research methodology, this course enables and encourages students to consider ways managers can use research to support decision-making and actions. Students learn how to locate and evaluate existing knowledge and how to conduct (or participate in) original research.</u></p> <p>BUS 7010 BIOTECHNOLOGY MANAGEMENT AND DEVELOPMENT (required) This course provides an overview of management in the biotech/sciences fields. It develops a framework for understanding and analyzing issues in the strategic management of technology and innovation in the context of taking a scientifically feasible idea and examining whether or not it is commercially viable. It evaluates opportunities and challenges in the management of growth in entrepreneurial settings and looks at funding sources from venture capital, business angels, investment banking, and commercial banking sources, and considers the potential global impact of biotechnology research, regulatory requirements, and knowledge management.</p> <p>BUS 7020 COMMERCIALIZATION OF BIOTECHNOLOGY AND INNOVATIONS (required) This course examines the theory and practice of commercializing innovation through the launching of new business ventures in the biotechnology industry. It looks at the determination of the value of an innovation; if, when, and how to commercialize an innovation; the research, development, preparation, and presentation of a business plan; how to manage cross-disciplinary teams of scientists, engineers, lawyers, and MBAs; and the strategic alliances and partnerships that are critical to a successful biotech business.</p> <p>BUS 7030 ETHICS AND GOVERNANCE IN BIOTECHNOLOGY MANAGEMENT This course provides a foundation for the ethical and social problems involved in running today's biotechnology companies which may not have the</p>

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<p>trademarks. Included are international regulations and political policies and their impact on strategic and policy development. Major theoretical and practical approaches are utilized to examine such issues as the debt crisis, trade disputes, NAFTA, and the expansion of the European Union.</p> <p>BUS 7050 GROWTH STRATEGIES This course focuses on the evaluation of opportunities and the challenges involved in the management of growth. Because growth is the ultimate resource “constrainer,” often stretching systems in a company to the limit and beyond, the course emphasizes management “at the limit” of what students may have already learned in other functional courses. It provides students with a series of frameworks, analytical skills and techniques, and decision-making tools used in growing businesses.</p> <p>BUS 7060 VENTURE FINANCING STRATEGIES This course focuses on raising seed and growth capital from various sources such as venture capital, business angels, investment banking, and commercial banking sources. It considers financial problems unique to small and medium- sized firms undergoing rapid growth. It also examines financial management for entrepreneurs over the life of a business project, including financing start-ups, financial planning for smaller enterprises, going public, selling out, bankruptcy, and other related topics.</p> <p>BUS 7070 MANAGING BIOTECHNOLOGY INNOVATION This course takes a critical look at biotech industries and the life sciences revolution, examining what major transitions in technology, markets, and government policy mean to both established and emerging players, and to the demands on management. Since biotech industries have not normally enjoyed experienced long-term leadership, it is often difficult for them to acquire a cutting edge, particularly when the playing field is being drastically altered and the rules of competition rewritten. Students leave the course with a better understanding of the global challenges facing these industries, and with a broader perspective of leadership and strategy.</p>	<p>advantages of deep cumulative knowledge and experienced long-term leadership. The course addresses major transitions in technology, markets, and government policy in industries such as pharmaceuticals, biotechnology, information technology, energy, and communications. It examines research collaborations between university and industry, ethical drug advertising, rules of competition, and incorporating ethics into the fabric of business decision-making. Classes feature guest speakers, venture capitalists, business executives, regulators, and others who can bring their insights and expertise to the issues.</p> <p>BUS 7040 INTERNATIONAL REGULATIONS, LAW, AND POLICIES OF BIOTECHNOLOGY This course reviews current legal issues affecting the biotechnology industry and the general public. Special attention is devoted to approval processes and regulations, technology transfer, facility design, and cleaning validation, with emphasis placed on intellectual property issues involving patents, assignment and licensing of technology, and trademarks. Included are international regulations and political policies and their impact on strategic and policy development. Major theoretical and practical approaches are utilized to examine such issues as the debt crisis, trade disputes, NAFTA, and the expansion of the European Union.</p> <p>BUS 7050 GROWTH STRATEGIES This course focuses on the evaluation of opportunities and the challenges involved in the management of growth. Because growth is the ultimate resource “constrainer,” often stretching systems in a company to the limit and beyond, the course emphasizes management “at the limit” of what students may have already learned in other functional courses. It provides students with a series of frameworks, analytical skills and techniques, and decision-making tools used in growing businesses.</p> <p>BUS 7060 VENTURE FINANCING STRATEGIES This course focuses on raising seed and growth capital from various sources such as venture capital, business angels, investment banking, and commercial banking sources. It considers financial problems unique to small and medium-sized firms undergoing rapid growth.</p>

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<p>BUS 7200 MANAGING IN AND CREATING AN INNOVATIVE CULTURE (required) This course looks at how to manage a business in an innovative and entrepreneurial culture. Topics include an overview of innovation and its value for a firm, entrepreneurial thinking as an approach to general management, how the innovation process works, creating entrepreneurial companies, organizing and managing innovation within existing firms, the role of technology, and coping with the strategic challenges facing all innovators. The course utilizes real-world learning techniques such as case studies, guest speakers, and projects.</p> <p>BUS 7210 INNOVATIVE MANAGEMENT (required) This course provides a practical and theoretical understanding of innovation and entrepreneurial management through leadership, professionalism, and governance. As responsibility to and for stakeholders increases in today's business world, companies are finding that social responsibility can have a material impact on their success as they consider the socio-economic impacts of their activities and decisions on their employees, their communities, and internationally. This course takes a comprehensive and timely look at corporate citizenship for large and small enterprises, the shareholders, and society at large. Consideration of leadership styles and methods are explored through various experiential processes.</p> <p>BUS 7220 MANAGING CUSTOMER VALUE This course develops business decision-making skills that touch on customer value as a prerequisite to business success. Topics include defining the term "customer value"; how to align the company's product or service with customer needs and to distinguish it from competitive offerings; how to provide customers with a superior total package of benefits comprising the product itself, associated services, brand image, appropriate pricing, and availability; and an intimate understanding of customers' needs and behaviour. Particular attention is paid to the unique contexts of marketing knowledge-intensive products and services, new and rapidly growing markets, business markets, and investors. Topics such as fusion branding and value-based marketing are also explored.</p>	<p>It also examines financial management for entrepreneurs over the life of a business project, including financing start-ups, financial planning for smaller enterprises, going public, selling out, bankruptcy, and other related topics.</p> <p>BUS 7070 MANAGING BIOTECHNOLOGY INNOVATION This course takes a critical look at biotech industries and the life sciences revolution, examining what major transitions in technology, markets, and government policy mean to both established and emerging players, and to the demands on management. Since biotech industries have not normally enjoyed experienced long-term leadership, it is often difficult for them to acquire a cutting edge, particularly when the playing field is being drastically altered and the rules of competition rewritten. Students leave the course with a better understanding of the global challenges facing these industries, and with a broader perspective of leadership and strategy.</p> <p>BUS 7200 MANAGING IN AND CREATING AN INNOVATIVE CULTURE <u>INNOVATION AND ENTREPRENEURSHIP</u> This course looks at how to manage a business in an innovative and entrepreneurial culture. Topics include an overview of innovation and its value for a firm, entrepreneurial thinking as an approach to general management, how the innovation process works, creating entrepreneurial companies, organizing and managing innovation within existing firms, the role of technology, and coping with the strategic challenges facing all innovators. The course utilizes real-world learning techniques such as case studies, guest speakers, and projects.</p> <p>BUS 7210 – INNOVATIVE MANAGEMENT <u>CULTURE AND LEADERSHIP</u> This course provides a practical and theoretical understanding of innovation and entrepreneurial management through leadership, professionalism, and governance. As responsibility to and for stakeholders increases in today's business world, companies are finding that social responsibility can have a material impact on their success as they consider the socio-economic impacts of their activities and decisions on</p>

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<p>This course readily lends itself to real-world learning and management skills.</p> <p>BUS 7230 CREATIVITY AND INNOVATION FOR CHANGE MANAGEMENT</p> <p>This course considers the dynamics of change in organizations and how to achieve key goals by combining analysis, creativity, and wisdom. Topics include the forces affecting the nature and rate of innovation, the advantages and disadvantages of existing organizations in pursuing innovation objectives, and the choices made at different levels in the organization which promote or hinder creativity/innovation.</p> <p>Teaching and learning tools include research, practice, student experience, case discussions, group work, peer consulting, teamwork, and projects.</p> <p>BUS 7240 GOVERNANCE, LEADERSHIP, AND PROFESSIONAL DEVELOPMENT</p> <p>This course provides a theoretical and practical understanding of leadership, professionalism, and governance. It takes a comprehensive and timely look at social responsibility and corporate citizenship for large and small enterprises, shareholders, and society at large as corporate leaders and managers consider the impacts of their activities and decisions on their employees, communities, and international markets. Consideration of leadership styles and methods are explored through various experiential processes such as self-assessment exercises, case studies, and presentations.</p> <p>BUS 7250 MANAGEMENT AND GOVERNMENT PERSPECTIVES</p> <p>In this course students examine the workings of various levels of government in order to understand more clearly how they, as managers and future leaders, can build knowledge of the interface between business and government into daily business operations and strategy. By developing a thorough command of how government works, students learn how executives and managers can deal more effectively with various levels of government and make better use of public affairs resources to address more astutely the public policy aspects of strategic planning.</p>	<p>their employees, their communities, and internationally. This course takes a comprehensive and timely look at corporate citizenship for large and small enterprises, the shareholders, and society at large. Consideration of leadership styles and methods are explored through various experiential processes. This course provides a practical and theoretical understanding of how to create <u>an innovative workforce through effective leadership and employee management. A complexity approach to innovation in organizations is used to contextualize the course content. A selection of leadership styles, competencies and methods are presented and explored through various experiential processes and activities.</u></p> <p>BUS 7220 MANAGING CUSTOMER VALUE</p> <p>This course develops business decision-making skills that touch on customer value as a prerequisite to business success. Topics include defining the term “customer value”; how to align the company’s product or service with customer needs and to distinguish it from competitive offerings; how to provide customers with a superior total package of benefits comprising the product itself, associated services, brand image, appropriate pricing, and availability; and an intimate understanding of customers’ needs and behaviour. Particular attention is paid to the unique contexts of marketing knowledge-intensive products and services, new and rapidly growing markets, business markets, and investors. Topics such as fusion branding and value-based marketing are also explored. This course readily lends itself to real-world learning and management skills.</p> <p>BUS 7230 CREATIVITY AND INNOVATION FOR CHANGE MANAGEMENT</p> <p>This course considers the dynamics of change in organizations and how to achieve key goals by combining analysis, creativity, and wisdom. Topics include the forces affecting the nature and rate of innovation, the advantages and disadvantages of existing organizations in pursuing innovation objectives, and the choices made at different levels in the organization which promote or hinder creativity/innovation. Teaching and learning tools include research, practice, student experience, case discussions, group work, peer consulting, teamwork, and projects.</p>

CALENDAR & CURRICULUM CHANGE

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<p>BUS 7260 STRATEGY AND MANAGEMENT CONSULTING This course looks at the subject of management consulting, which can provide some of the most challenging and rewarding aspects in today's business world. Topics include global strategy, game theory, management of innovation and creativity, strategy implementation, structure of global industries, strategic alliances, and building global organizations. Emphasis is placed on challenges in the consulting industry, working with clients, and preparing effective reports. This includes how to analyze cross-functional business problems and provide recommendations by applying appropriate frameworks and quantitative tools.</p> <p>BUS 7270 NEGOTIATION AND CONFLICT MANAGEMENT This course teaches the dynamics of conflict in the workplace and the use of negotiation and conflict management skills to effectively manage such situations. Through a combination of discussion sessions, workshop exercises and simulation, participants will learn and apply essential negotiation strategies and approaches. In addition, participants will have an opportunity to focus on developing conflict management skills and negotiator styles through a series of self-assessments and role-playing exercises. PREREQUISITE: Permission of the instructor</p> <p>BUS 7850 SPECIAL TOPICS This course focuses on a number of topics judged by faculty to be current and relevant within the context of managing in a business environment.</p> <p>BUS 7860 DIRECTED STUDIES In this course students pursue a specific topic or issue in business. Before approval is granted, each student must prepare a detailed outline of the topic to be studied, and obtain the consent of a faculty member to supervise the work.</p> <p>BUS 8010 BUSINESS RESEARCH IN PRACTICE This course requires students to complete a project or set of projects involving in-depth research.</p>	<p>BUS 7240 GOVERNANCE, LEADERSHIP, AND PROFESSIONAL DEVELOPMENT This course provides a theoretical and practical understanding of leadership, professionalism, and governance. It takes a comprehensive and timely look at social responsibility and corporate citizenship for large and small enterprises, shareholders, and society at large as corporate leaders and managers consider the impacts of their activities and decisions on their employees, communities, and international markets. Consideration of leadership styles and methods are explored through various experiential processes such as self-assessment exercises, case studies, and presentations.</p> <p>BUS 7250 MANAGEMENT AND GOVERNMENT PERSPECTIVES In this course students examine the workings of various levels of government in order to understand more clearly how they, as managers and future leaders, can build knowledge of the interface between business and government into daily business operations and strategy. By developing a thorough command of how government works, students learn how executives and managers can deal more effectively with various levels of government and make better use of public affairs resources to address more astutely the public policy aspects of strategic planning.</p> <p>BUS 7260 STRATEGY AND MANAGEMENT CONSULTING This course looks at the subject of management consulting, which can provide some of the most challenging and rewarding aspects in today's business world. Topics include global strategy, game theory, management of innovation and creativity, strategy implementation, structure of global industries, strategic alliances, and building global organizations. Emphasis is placed on challenges in the consulting industry, working with clients, and preparing effective reports. This includes how to analyze cross-functional business problems and provide recommendations by applying appropriate frameworks and quantitative tools.</p>

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<p>Potential projects include academic research papers, business plans, business case analyses or business consulting. To ensure integration of knowledge and skills, students will be expected to apply the concepts learned in the core courses of the EMBA program and to make evidence-based recommendations.</p> <p>PREREQUISITES: Business 6080 plus at least 5 of the other 7 core courses</p> <p>HOURS OF CREDIT: 6</p>	<p>BUS 7270 NEGOTIATION AND CONFLICT MANAGEMENT This course teaches the dynamics of conflict in the workplace and the use of negotiation and conflict management skills to effectively manage such situations. Through a combination of discussion sessions, workshop exercises and simulation, participants will learn and apply essential negotiation strategies and approaches. In addition, participants will have an opportunity to focus on developing conflict management skills and negotiator styles through a series of self-assessments and role-playing exercises. PREREQUISITE: Permission of the instructor</p> <p>BUS 7850 SPECIAL TOPICS This course focuses on a number of topics judged by faculty to be current and relevant within the context of managing in a business environment.</p> <p>BUS 7860 DIRECTED STUDIES In this course students pursue a specific topic or issue in business. Before approval is granted, each student must prepare a detailed outline of the topic to be studied, and obtain the consent of a faculty member to supervise the work.</p> <p>BUS 8010 BUSINESS RESEARCH IN PRACTICE This course requires students to complete a project or set of projects involving in-depth research. Potential projects include academic research papers, business plans, business case analyses or business consulting. To ensure integration of knowledge and skills, students will be expected to apply the concepts learned in the core courses of the EMBA program and to make evidence-based recommendations. PREREQUISITES: Business 6080 plus at least 5 of the other 7 core courses HOURS OF CREDIT: 6</p> <p><u>MASTER OF BUSINESS ADMINISTRATION PROGRAM (MBA) in GLOBAL LEADERSHIP</u> <u>The MBA in Global Leadership is an intensive and cohort-model MBA program that is intended to be completed in nine months. The curriculum and the offered courses are designed to develop students' skills to enable them to succeed in today's complex and dynamic international business environment.</u></p>

CALENDAR & CURRICULUM CHANGE

MOTION #53

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	<p><u>A) STRUCTURE OF THE PROGRAM</u></p> <p><u>The MBA in Global Leadership program is designed for individuals who wish to complete their MBA degree in nine months and who are willing and able to immerse themselves in an intensive full- time program.</u></p> <p><u>The program's schedule begins with a one-month period (usually August) in which students can complete the orientation module and two academic courses. The remainder of the program is offered over two academic semesters (usually the Fall term and the Winter term) in each of which students are expected to complete six academic courses.</u></p> <p><u>B) PROGRAM REQUIREMENTS</u></p> <p><u>Students enrolled in the MBA in Global Leadership must complete a total of 42 credit hours (14 courses). The components of the degree program include the MBA Skills Orientation Module (0 credit hours), eleven core courses (33 credit hours), and three elective courses (9 credit hours). Students are expected to complete the MBA program in nine months, and they must complete all required courses within two years of being admitted to the program.</u></p> <p><u>The required courses for the MBA in Global Leadership are as follows:</u></p> <p><u>Business 6500 – MBA Skills Orientation Module</u> <u>Business 6510 – Global Leadership and Ethics</u> <u>Business 6520 – Negotiation within and across Cultures</u> <u>Business 6530 – Financial and Managerial Accounting</u> <u>Business 6540 – Financial Management</u> <u>Business 6550 – Management and Organizational Behaviour</u> <u>Business 6560 – International Marketing Management</u> <u>Business 6570 – International Operations Management</u> <u>Business 6580 – Statistics and Business Analytics</u> <u>Business 6590 – Project Management</u> <u>Business 6600 – Strategy for the Global Organization</u></p>



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	<p><u>Business 6610 – International Capstone Project</u></p> <p><u>In addition to completing all the required courses, students must complete three of the following elective courses.</u></p> <p><u>Business 7510 – Corporate Governance and Business Ethics</u> <u>Business 7520 – Disruptive Technologies and Creative Business Thinking</u> <u>Business 7530 – Global Banking and Capital Markets</u> <u>Business 7540 – Global Sourcing and Supply Chain Management</u> <u>Business 7550 – Innovation and Entrepreneurship in the Global Business Environment</u> <u>Business 7560 – International Trade and Finance</u> <u>Business 7570 – Managing People and Teams in a Global Context</u> <u>Business 7580 – The Future of Marketing</u> <u>Business 7590 – The Impact of Climate Change on Business</u> <u>Business 7950 – Special Topics in Business</u> <u>Business 7960 – Directed Studies in International Business</u></p> <p><u>Not all elective courses will be offered each year.</u></p> <p><u>BUS 6500 - MBA SKILLS ORIENTATION MODULE</u> <u>The orientation module is a set of skill-building workshops intended to promote presentation, intercultural communication, teamwork, and research skills. Students will receive an introduction to academic literature searching, citation and referencing styles, and the principles of academic integrity. Additionally, students will get information on UPEI's online learning platforms, campus life, and what to expect from their MBA studies. The course grade will be on a pass/fail basis.</u> <u>PREREQUISITE: Admission into the program 0 semester hours</u></p> <p><u>BUS 6510 – GLOBAL LEADERSHIP AND ETHICS</u> <u>This intensive course provides students with an overview of leadership research and helps them develop skills required for leadership in today's</u></p>



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	<p><u>complex and dynamic business environment. Key areas of skill development include critical thinking, self-awareness, creativity, and problem solving. This course is also intended to advance students' ability to engage in ethical reasoning and action planning.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week equivalent</u></p> <p><u>BUS 6520 – NEGOTIATION WITHIN AND ACROSS CULTURES</u> <u>This intensive course introduces students to the theory and practice of negotiation. Topics covered include negotiation strategy, collective bargaining, the psychology of persuasion, creative problem solving, and conflict management and resolution. Through lectures, group discussions, and role plays, students are expected to develop analytical, self-awareness, and interpersonal skills essential to successful negotiations anywhere in the world.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week equivalent</u></p> <p><u>BUS 6530 – FINANCIAL AND MANAGERIAL ACCOUNTING</u> <u>This course develops students' proficiency at understanding, interpreting, and using financial statements and other accounting information for the purposes of decision-making. The course employs international standards and addresses how accounting is used in decision-making in a global context.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p> <p><u>BUS 6540 – FINANCIAL MANAGEMENT</u> <u>This course provides students with a broad overview of corporate finance and financial markets. The focus is on the conceptual and analytical techniques necessary for making financial decisions with particular emphasis on information collection, problem-solving, and decision-making skills inherent in the finance function. Key concepts include the relevance of financial markets to the firm, understanding the relationship between risk and return and its importance in all financial decisions, and learning how to value financial and real assets and the impact on a company.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p>

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	<p><u>BUS 6550 – MANAGEMENT AND ORGANIZATIONAL BEHAVIOUR</u> <u>This course examines the behaviour and management of individuals and groups in organizations. Organizational behaviour topics, including motivation, decision making, leadership, and work and organizational design, will be studied at different levels of analysis – individual, team, and organization. Students also learn about managing people in organizations, with a focus on the personnel processes involved in the recruitment, development, and retention of human resources in the global workplace.</u> <u>PREREQUISITE: Business 6510</u> <u>Three hours per week</u></p> <p><u>BUS 6560 – INTERNATIONAL MARKETING MANAGEMENT</u> <u>This course is a detailed examination and application of the marketing function in the era of globalization. Emphasis is given to local consumer behaviour and the cultural, competitive, economic, political, and regulatory environments prevailing within and across world, regional, and national markets. Students will focus on the strategic and operational aspects of marketing including assessment of country attractiveness, mode of entry strategies, multinational product development and management, pricing strategies, promotional campaigns, and marketing networks and channels.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p> <p><u>BUS 6570 – INTERNATIONAL OPERATIONS MANAGEMENT</u> <u>This course focuses on the management of processes. Applicable processes span a wide range including: one-time or on-going, international manufacturing or service, and pro- actively or reactively controlled. Topics include mapping operational processes, coordinating a firm's supply and demand, managing inventory, and managing quality of production. Students are required to demonstrate competence through logical solving of relevant problems and cases in operations.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p>

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	<p><u>BUS 6580 – STATISTICS AND BUSINESS ANALYTICS</u> <u>This course teaches students how to effectively collect and use data to support decision-making in a business context. The course focuses on understanding and interpreting statistical data; understanding how data collection methodology affects the quality of statistical results; and assessing the reliability, usefulness and limits of statistical information for a particular business situation.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p> <p><u>BUS 6590 – PROJECT MANAGEMENT</u> <u>This course provides students with the tools and skills necessary to reduce project risk and increase their ability to complete projects on time and on budget. The course incorporates the latest research on project management methodologies, providing students the ability to evaluate each methodology on their merits and how they have been applied within different industries and situations. The course also examines the evolution of the project driven organizational structure and the impact project management has on the strategic planning within an (international) organization.</u> <u>PREREQUISITE: Business 6570</u> <u>Three hours per week</u></p> <p><u>BUS 6600 – STRATEGY FOR THE GLOBAL ORGANIZATION</u> <u>This course focuses on strategic thinking, analysis, and management in a global business context. Topic include: industry analysis; competitive advantage; strategic change; global strategies; mergers, acquisitions and alliances; management of international portfolios; and intellectual property strategies.</u> <u>PREREQUISITE: Business 6560</u> <u>Three hours per week</u></p> <p><u>BUS 6610 – INTERNATIONAL CAPSTONE PROJECT</u> <u>This course provides students with an opportunity to work on a live project for a local company seeking to enter new international markets or to establish new international operations. Working in teams, students will draw on skills, concepts, and knowledge acquired throughout the MBA program.</u></p>

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	<p><u>Students will develop a business plan for entry into the chosen location. Students will also deliver a public presentation with recommendations for the particular company. PREREQUISITES: Business 6530, 6540, 6550, and 6560.</u></p> <p><u>Three hours per week</u></p> <p><u>BUS 7510 – CORPORATE GOVERNANCE AND BUSINESS ETHICS</u> <u>This course looks at both the fiduciary and strategic role of the board and management in governance with a global and local perspective. The course reviews the importance of strong business ethics and the critical elements in developing a strong corporate culture. Within the course students explore many of the pressing and evolving challenges faced by corporations and executives.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p> <p><u>BUS 7520 – DISRUPTIVE TECHNOLOGIES AND CREATIVE BUSINESS THINKING</u> <u>This course develops students' ability to think creatively, and to manage within an environment of disruptive technologies. The course examines the research on disruptive technologies to enrich students' understanding of the pace and direction of change and how it will influence companies as they adapt to the changing business world. The course also examines the research on creativity.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p> <p><u>BUS 7530 – GLOBAL BANKING AND CAPITAL MARKETS</u> <u>This course provides students with the conceptual foundation for sound financial decision-making regarding corporate finance, international finance, and banking. The course first examines currencies, with an in-depth analysis of exchange rates, international monetary systems, and contemporary currency regimes, with an emphasis on practical applications. The course then examines international capital markets, investment in foreign financial assets, and international corporate finance.</u></p>



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	<p>Topics include managing exposure to various kinds of exchange rate risks, and the methods and financial instruments such as options and futures used to manage those risks. PREREQUISITE: Business 6520 Three hours per week</p> <p><u>BUS 7540 – GLOBAL SOURCING AND SUPPLY CHAIN MANAGEMENT</u> This course familiarizes students with key features of global supply chains and their importance to international business. Topics include: supplier selection, negotiation of contracts, international logistics and importing, transportation, inventory control and warehousing, managing distribution networks, and integration with the firm's other activities. Application and cases will be relevant to both manufacturing and service-based businesses. PREREQUISITE: Business 6550 Three hours per week</p> <p><u>BUS 7550 – INNOVATION AND ENTREPRENEURSHIP IN THE GLOBAL BUSINESS ENVIRONMENT</u> This course focuses on the management of innovation and the pursuit of entrepreneurship in different regions of the world and in trans-national settings. The concepts covered are relevant to existing businesses aiming to structure their innovation portfolio and to new, aspiring businesses looking to create value from market opportunities. Topics include change management, technological innovation, entrepreneurship around the world, entrepreneurial marketing, entrepreneurial finance, and characteristics of entrepreneurs. Students are required to demonstrate competence through in-depth analysis of relevant cases related to these topics. PREREQUISITE: Business 6500 Three hours per week</p> <p><u>BUS 7560 – INTERNATIONAL TRADE AND FINANCE</u> This course focuses on the global marketplace and explores implications of globalization for trade and finance. Students will develop a comprehension of international economic and financial issues so that they understand the drivers underlying international trade and</p>

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	<p><u>trade and foreign investment. The course also examines management issues related to currency exchange rates and government imposed trade restrictions.</u> <u>PREREQUISITE: Business 6520</u> <u>Three hours per week</u></p> <p><u>BUS 7570 – MANAGING PEOPLE AND TEAMS IN A GLOBAL CONTEXT</u> <u>This course will examine human resource management (HRM) in an international context. Students will examine core HRM functions, including staffing, training, motivating, and retaining human resources, with special emphasis on the opportunities and challenges brought on by increasing internationalization. Students are expected to acquire the knowledge, cross-cultural skills, and global mindset needed to effectively work with, manage, and lead others in the globalized workplace.</u> <u>PREREQUISITE: Business 6530</u> <u>Three hours per week</u></p> <p><u>BUS 7580 – THE FUTURE OF MARKETING</u> <u>The course will examine current trends and innovations in marketing including shifting thought paradigms, global (cross-cultural) issues, customer relationship management, service marketing, sustainability and green marketing, and the role of social media. The course involves article discussions, in-class exercises, guest speakers, individual student reflections, case analyses, and a written research paper and presentation.</u> <u>PREREQUISITE: Business 6540</u> <u>Three hours per week</u></p> <p><u>BUS 7590 – THE IMPACT OF CLIMATE CHANGE ON BUSINESS</u> <u>This course provides the knowledge and skills for an informed understanding of climate change science, policy and business. Students will develop skills to critically evaluate scenarios for future climates, assess the effectiveness of different policy approaches, and determine suitable business responses to the climate change challenge. Assignments will focus on how climate change influences product quality and markets; and the important role of climate change in business risk assessment.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p>



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	<p><u>BUS 7950 – SPECIAL TOPICS IN BUSINESS</u> <u>This course typically covers a specific topic in business and is intended to enhance and expand the selection of elective offerings from semester to semester.</u> <u>PREREQUISITE: Business 6500</u> <u>Three hours per week</u></p> <p><u>BUS 7960 – DIRECTED STUDIES IN INTERNATIONAL BUSINESS</u> <u>In this course, students may pursue a specific topic or issue in international business through an independent research assignment, consulting project, or business plan for an entrepreneurial venture. Before approval is granted, each student must prepare a detailed outline of the topic to be studied and obtain the consent of a faculty member to supervise the work.</u> <u>PREREQUISITE: Business 6500 Three hours per week equivalent</u></p>

Rationale for Change: To include the new MBA in Global Leadership.

Effective Date: September 2018

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization

Date:

Departmental Approval: MBA Committee	March 23, 2018
Faculty/School Approval: Faculty of Business	March 23, 2018
Faculty Dean's Approval: Juergen Krause	March 23, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 23, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

SUMMARY CALENDAR & CURRICULUM CHANGES – FACULTY OF SCIENCE

Summary of Calendar & Curriculum Changes for the Faculty of Science

From a Science Council meeting held on March 15, 2018.

Department of Biology

- New courses: BIO 1030, 3520, 4040, 4050; revisions to: BIO 1020, 1230, 1310, 1320, 2210, 3530; calendar changes: notes re biology courses at the 1000 level; calendar entry Life Sciences stream.

Department of Physics

- To revise prerequisite for PHYS 1110

Master of Applied Health Services Research (MAHSR)

- To bring coordination of the MAHSR Program under the Science Graduate Program Coordinator: deletion of AHS 6060; new course: AHS 6120; course number changes: AHS 6010, 6020, 6030, 6040, 6050, 6070, 6080, 6090, 6100; course description revisions: AHS 6030, 6100; calendar changes: admission process and calendar entry for the program.

NEW COURSE PROPOSAL

MOTION #54

Faculty/School: **Science**

Department/Program(s): **Biology**

MOTION: That a new course, BIO 1030, Animal Health, be created.

Course Number and Title	BIO 1030 Animal Health
Description	An introductory course dealing with current issues related to animal health and disease in a global context. Course topics will introduce causes of disease in animals and the principles of maintaining healthy animals, as well as an interdisciplinary overview of the role and importance of animal health in modern society.
Cross-Listing	
Prerequisite/Co-Requisite	
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 100 **Is there an Enrolment Cap:** No

If there is an enrolment limit, please explain.

Rationale for New Course: We are creating a specific pathway in the Life Sciences specialization for the 'pre-vet' students; currently there is no degree pathway for these students. Further, we are adding 3 core courses to this specialization: one at the first-year level (a health course; students will choose between human and animal health); one at the second year level (a nutrition course); and one at the third year level (a molecular biology methods course).

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: Sessional stipend

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date

Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

MOTION #54

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

BIO 1030 Animal Health

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
- Subscription Dependencies (in interdisciplinary packages)
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs
 - Subscriptions
 - Databases
 - Other
- Physical Space in Library (other than holdings, explain)
- Library Administrative/Research Support
- Other One-Time or Ongoing Library expenses (e.g. software licenses)

Summary of additional budget allocation required:

- One-time: _____ For each of _____ consecutive years
- Annual: _____
 - Per-year percentage increase in annual: _____

Does the budget allocation for library resources in this proposal meet the requirement?

Date Received by Liaison/Collections Librarian	April 10, 2018
Name of Librarian to be Contacted for Questions	Kim Mears
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	April 11, 2018

NEW COURSE PROPOSAL

MOTION #55

Faculty/School: **Science**

Department/Program(s): **Biology, BSc Biology**

MOTION: That a new course BIO 3520, Molecular Biology Research Techniques, be created.

Course Number and Title	BIO 3520 Molecular Biology Research Techniques
Description	This course introduces students to basic techniques in molecular biology. Lectures will cover theoretical aspects of research in the biologic sciences, such as WHMIS, BioSafety, animals as research subjects, PCR, BLAST analysis. In laboratories, students will work on projects to learn current methodologies in molecular biology such as DNA extraction and sequencing, PCR, and gel electrophoresis. 2 hours lecture, 4 hours lab per week
Cross-Listing	
Prerequisite/Co-Requisite	BIO 2210, 2230 or 2240
Credit(s)	3
Notation	

This is: A Core Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 72

Is there an Enrolment Cap: No

If there is an enrolment limit, please explain.

Rationale for New Course: During our recent review for MPHEC quality assurance, the review team noted that "Molecular Biology expertise in particular, is of greatest importance to future career choices of graduates, which almost no students are obtaining at UPEI. The recent hire in Biology may help alleviate this issue, but resources will be required to develop the requisite laboratory program". This course addresses a shortfall in the program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: Current students may opt to take this course as it will prepare them well for graduate school or jobs, but they can follow the regulations of their catalog year

Resources Required: Molecular biology lab equipment (student grade). Our new Genetics hire will teach this course

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date

Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

MOTION #55

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

BIO 3520, Molecular Biology Research Techniques

Existing resources:

- Collections
 - Books: The book collection contains 112 online and print books published since 2008 for a subject search on molecular biology.
 - Journals: The Robertson Library provides access to 2268 journals within the area of biology. One hundred forty-three journals have molecular biology in the journal title. The library provides access to 75 of the 84 journals listed in the category of biology in the 2016 Journal Citation Report.
 - Databases: Academic Search Complete, BioOne, PubMed
- Subscription Dependencies (in interdisciplinary packages)
 - ScienceDirect, Wiley, Springer, CAB Abstracts, and SciFinder
- Physical Space in Library (other than holdings, explain) – N/A
- Library Administrative/Research Support: The Health Sciences and Scholarly Communications Librarian provides support to students in the biology program.

New resources needed to support this proposal:

- Capital Requirements (*other than new course-specific*)
- Collections:
 - Monographs – Sufficient, but dependencies
 - Subscriptions – Sufficient, but dependencies
 - Databases – Sufficient, but dependencies
 - Other – N/A
- Physical Space in Library (other than holdings, explain) – N/A
- Library Administrative/Research Support – Sufficient
- Other One-Time or Ongoing Library expenses (e.g. software licenses) – N/A

Summary of additional budget allocation required:

- One-time: _____0_____ For each of ____0____ consecutive years
- Annual: _____0_____
 - Per-year percentage increase in annual: ____0____

Does the budget allocation for library resources in this proposal meet the requirement? Yes

Date Received by Liaison/Collections Librarian	January 30, 2018
Name of Librarian to be Contacted for Questions	Kim Mears
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	February 13, 2018

NEW COURSE PROPOSAL

MOTION #56

Faculty/School: **Science**

Department/Program(s): **Biology, BSc Biology**

MOTION: That a new course BIO 4040 Endocrinology be created.

Course Number and Title	BIO 4040 Endocrinology
Description	This course is an in depth study of animal hormones, with a focus on modern-day endocrinology issues of interest to students. Topics include anatomy and physiology of hormones and glands, hormone actions from molecular to whole organism levels, biorhythms, reproduction and development, comparison of endocrine systems among animal classes, hormones in disease and medicine, eco-toxicological effects of hormones, and methods used to study endocrinology. 3 hours lecture, 3 hours lab per week
Cross-Listing	
Prerequisite/Co-Requisite	BIO 3260. Students in the BSc Paramedicine program may take BIO 4040 after BIO 1310
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 32 **Is there an Enrolment Cap:** No

If there is an enrolment limit, please explain.

Rationale for New Course: We have offered this course as a Special Topics (BIO 4420E) three times and it was popular. We want to add it to our regular as it is of interest to students in pre-vet, pre-med, and graduate school paths. Students in the Paramedicine program will also benefit from this course and have a strong foundation in physiology, pharmacology and biochemistry in their diplomas

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: None

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date

Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

MOTION #56

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

BIO 4040 Endocrinology

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

- Books: The book collection contains 8 online and print books published since 2000 for a subject search on veterinary endocrinology. A subject search on endocrinology resulted in 97 online and print books published after 2000.
- Journals: The Robertson Library provides access to 2265 journals within the subject of biology and 287 in the subject of veterinary medicine. A journal title search for endocrinology retrieved 160 journals.
- Databases: Academic Search Complete, PubMed, CAB Abstracts, VetMed Resources
- Subscription Dependencies (in interdisciplinary packages): ScienceDirect, Wiley, Springer, and SciFinder
- Physical Space in Library (other than holdings, explain) – N/A
- Library Administrative/Research Support: The Health Sciences and Scholarly Communications Librarian provides support to students in the biology program.

New resources needed to support this proposal:

- Capital Requirements *(other than new course-specific)*
- Collections:
 - Monographs – Sufficient, but dependencies
 - Subscriptions – Sufficient, but dependencies
 - Databases – Sufficient, but dependencies
 - Other – N/A

Physical Space in Library (other than holdings, explain) – N/A

Library Administrative/Research Support – Sufficient

Other One-Time or Ongoing Library expenses (e.g. software licenses) – N/A

Summary of additional budget allocation required:

- One-time: _____0_____ For each of ____0____ consecutive years
- Annual: _____0_____
 - Per-year percentage increase in annual: ____0____

Does the budget allocation for library resources in this proposal meet the requirement? Yes

Date Received by Liaison/Collections Librarian	February 16, 2018
Name of Librarian to be Contacted for Questions	Kim Mears. Liaison to Biology
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	February 28, 2018

NEW COURSE PROPOSAL

MOTION #57

Faculty/School: **Science**

Department/Program(s): **Biology, BSc Biology**

MOTION: That a new course BIO 4050, Medical Biology, be created.

Course Number and Title	BIO 4050 Medical Biology
Description	This course extends principles of biochemistry, physiology and molecular biology in the context of human diseases and treatment. Using a case-study and discussion format, the course explores advanced studies in biochemical pathways in humans, molecular regulation of biochemistry, human diseases related to altered biochemical pathways, and pharmacology. 3 hours lectures per week.
Cross-Listing	
Prerequisite/Co-Requisite	BIO 1230 or 3260; BIO 2230 or 2240; and BIO 2250 or CHEM 3530. Students in the BSc Paramedicine program may take BIO 4050 after BIO 1310.
Credit(s)	3
Notation	

This is: An Elective Course

Grade Mode: Numeric (Standard)

Anticipated Enrolment: 48 **Is there an Enrolment Cap:** No

If there is an enrolment limit, please explain.

Rationale for New Course: A sessional instructor has offered this course as a Special Topics (BIO 4420M) four times and it is popular. We want to add it to our regular offerings as it is of interest to students in pre-vet, pre-med, and graduate school paths. Students in the Paramedicine program will also benefit from this course and have a strong foundation in physiology, pharmacology and biochemistry in their diplomas.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Resources Required: Sessional stipend

In offering this course will UPEI require facilities or staff at other institutions: No

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

MOTION #57

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

BIO 4050 Medical Biology

- Books: The book collection contains 112 online and print books published since 2008 for a subject search on molecular biology, 218 online and print books published since 2008 for a subject search on biochemistry, and 184 online and print books published since 2008 for a subject search on human physiology.
- Journals: The Robertson Library provides access to 2265 journals within the area of biology and 7969 journals within the subject of health and medicine. The library provides access to 75 of the 84 journals listed in the category of biology in the 2016 Journal Citation Report.
- Databases: Academic Search Complete, PubMed
- Subscription Dependencies (in interdisciplinary packages): ScienceDirect, Wiley, Springer, CAB Abstracts, and SciFinder
- Physical Space in Library (other than holdings, explain) – N/A
- Library Administrative/Research Support: The Health Sciences and Scholarly Communications Librarian provides support to students in the biology program.

New resources needed to support this proposal:

- Capital Requirements (*other than new course-specific*)
- Collections:
 - Monographs – Sufficient, but dependencies
 - Subscriptions – Sufficient, but dependencies
 - Databases – Sufficient, but dependencies
 - Other – N/A
- Physical Space in Library (other than holdings, explain) – N/A
- Library Administrative/Research Support – Sufficient
- Other One-Time or Ongoing Library expenses (e.g. software licenses) – N/A

Summary of additional budget allocation required:

- One-time: _____0_____ For each of ____0____ consecutive years
- Annual: _____0_____
 - Per-year percentage increase in annual: ____0____

Does the budget allocation for library resources in this proposal meet the requirement? Yes

Date Received by Liaison/Collections Librarian	February 16, 2018
Name of Librarian to be Contacted for Questions	Kim Mears, Liaison to Biology
Approved by University Librarian or Designate - Name	Donald Moses
Date Approved by UL or Designate	February 28, 2018

CALENDAR & CURRICULUM CHANGES

MOTION #58

Revision is for a: **Course Description Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology, BSc Biology**

MOTION: That the course title and description for BIO 1020, Human Biology, be modified to reflect its current offering, and to remove the laboratory component.

<u>Reproduction</u>	<u>Revised</u>
<p>102 HUMAN BIOLOGY</p> <p>An introductory course dealing with the structure and function of the human body. Course topics will include discussions on human sexuality, sexually transmitted diseases, human development, genetic disorders, integumentary, musculoskeletal, digestive, respiratory, excretory, circulatory and nervous system design and function.</p> <p>Three hours lecture, two hours laboratory a week</p>	<p>1020 HUMAN <u>HEALTH</u> BIOLOGY</p> <p>An introductory course dealing with the structure and function of the human body <u>as the biological foundation of human health and disease</u>. Course topics will include <u>a survey of human organ systems and prevalent diseases of the adult human, introducing concepts of disease prevention and wellness.</u> discussions on human sexuality, sexually transmitted diseases, human development, genetic disorders, integumentary musculoskeletal, digestive, respiratory, excretory, circulatory, and nervous system design and function.</p> <p>Three hours lecture, two hours laboratory a week</p>

Rationale for Change: This new course description better reflects what is presently being taught now as a service course to non-Biology students. We are removing the registration barriers so that biology students can take it. It will become a core course for students in our Life Sciences specialization. Labs are being removed for a few reasons: they presently focus on very basic biology and anatomy, and not health - biology students will get this basic lab material in other courses e.g. Human Anatomy. There will be higher numbers of students taking the course and the department is attempting to streamline its lab offerings.

Effective Date: May 2019

Implications for Other Programs: This will remain an elective for any student at UPEI and is of broad interest to many students. The removal of the lab will eliminate it as a potential course for students going into Education who need a science course with a lab.

Impact on Students Currently Enrolled: None. It is currently not accessible to students in Biology

<u>Authorization</u>	<u>Date:</u>
Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

MOTION #59

Revision is for a: **Course Description Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the course description for BIO 1210, Human Anatomy, be modified to make the name and content more clear and to remove the high school prerequisite.

<u>Reproduction</u>	<u>Revised</u>
<p>121 HUMAN ANATOMY</p> <p>This course deals with structural levels of organization of the human body. The gross anatomy and histology of the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, respiratory, lymphatic, digestive, urinary and reproductive system of humans is surveyed.</p> <p>PREREQUISITE: Grade XI or XII Biology, or UPEI Biology 001 or the permission of the Chair</p> <p>Three hours lecture, 2.5 hours laboratory a week</p>	<p>1210 HUMAN ANATOMY</p> <p>This course <u>covers with the structural levels of organization</u> of the human body <u>from cells to tissues to organ systems</u>. The gross anatomy and histology of the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, respiratory, lymphatic, digestive, urinary and reproductive system of humans is surveyed.</p> <p><u>PREREQUISITE: Grade XI or XII Biology, or UPEI Biology 001 or the permission of the Chair</u></p> <p>Three hours lecture, 2.5 hours laboratory a week</p> <p><u>NOTE: Students will not get credit for both BIO 1210 and BIO 2260</u></p>

Rationale for Change: The course description better reflects what is presently being taught now. We are removing high school prerequisites from our first year courses to make these courses more easily accessible to students coming to UPEI

Effective Date: May 2019

Implications for Other Programs: None. The course remains the same

Impact on Students Currently Enrolled: None.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #60

Revision is for a: **Pre-requisite Addition/Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the prerequisite for BIO 1230, Essentials of Human Physiology, be removed to provide easier access to students.

<u>Reproduction</u>	<u>Revised</u>
<p>123 ESSENTIALS OF HUMAN PHYSIOLOGY This lecture-only course deals with the functioning of the human body and is designed for students applying to post-graduate health science degrees where a prerequisite human physiology course is required. The physiology of the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems is surveyed. PREREQUISITE: Grade XI or XII Biology, or UPEI Biology 001 or the permission of the Chair Three hours lecture a week NOTES: Students will not get credit for both BIO 122 and BIO 123</p>	<p>1230 ESSENTIALS OF HUMAN PHYSIOLOGY This lecture-only course deals with the functioning of the human body and is designed for students applying to post-graduate health science degrees where a prerequisite human physiology course is required. The physiology of the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems is surveyed. PREREQUISITE: Grade XI or XII Biology, or UPEI Biology 001 or the permission of the Chair Three hours lecture a week NOTES: Students will not get credit for both BIO 1220 and BIO 1230</p>

Rationale for Change: We are removing high school prerequisites from our first year courses to make these courses more easily accessible to students coming to UPEI.

Effective Date: May 2019

Implications for Other Programs: None.

Impact on Students Currently Enrolled: None.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #61

Revision is for a: **Pre-requisite Addition/Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the prerequisite for BIO 1310 be removed to provide easier access to students, and that the course title be modified.

<u>Reproduction</u>	<u>Revised</u>
<p>*131 INTRODUCTION TO CELL AND MOLECULAR BIOLOGY</p> <p>This course provides an introduction to the science of Biology, with emphasis on life processes at the cellular and molecular level. The course covers the cellular nature of life, the physical basis of heredity, development and the chemistry of life. Part of the laboratory component involves training in microscopy and molecular techniques.</p> <p>PREREQUISITES: Grade XI or XII Biology, or UPEI Biology 001 or the permission of the Chair in special cases</p> <p>Three hours lecture, three hours laboratory a week</p>	<p>*1310 INTRODUCTION TO <u>GENES, CELLS AND MACROMOLECULARS</u> BIOLOGY</p> <p>This course provides an introduction to the science of Biology, with emphasis on life processes at the cellular and molecular level. The course covers the cellular nature of life, the physical basis of heredity, development and the chemistry of life. Part of the laboratory component involves training in microscopy and molecular techniques.</p> <p>PREREQUISITES: Grade XI or XII Biology, or UPEI Biology 001 or the permission of the Chair in special cases</p> <p>Three hours lecture, three hours laboratory a week</p>

Rationale for Change: We are removing high school prerequisites from our first year courses to make these courses more easily accessible to students coming to UPEI.

Effective Date: May 2019

Implications for Other Programs: The calendar entry for programs that require or recommend BIO 1310 will have to be modified to reflect the new course title: Chemistry, Foods & Nutrition, Kinesiology, Physics.

Impact on Students Currently Enrolled: None.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #62

Revision is for a: **Pre-requisite Addition/Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the prerequisite for BIO 1320 be removed to provide easier access to students, and that the course title be modified.

<u>Reproduction</u>	<u>Revised</u>
<p>*132 INTRODUCTION TO ORGANISMS This course provides an introduction to the science of Biology, with emphasis on organismal biology and unifying themes. The course deals with evolution, the diversity of life, form and function, and ecology. Part of the laboratory component involves training in dissection techniques. PREREQUISITE: Biology 131 or permission of the instructor Three hours lecture, three hours laboratory a week</p>	<p>*1320 INTRODUCTION TO ORGANISMS AND THEIR ENVIRONMENT This course provides an introduction to the science of Biology, with emphasis on organismal biology and unifying themes. The course deals with evolution, the diversity of life, form and function, and ecology. Part of the laboratory component involves training in dissection techniques. PREREQUISITE: Biology 131 or permission of the instructor Three hours lecture, three hours laboratory a week</p>

Rationale for Change: This course is part of the introductory biology courses for our majors, normally offered in the second semester, but is not an extension of that course. The prerequisite is not appropriate any more.

Effective Date: May 2019

Implications for Other Programs: The calendar entry for programs that require or recommend BIO 1320 will have to be modified to reflect the new course title: Chemistry, Physics.

Impact on Students Currently Enrolled: None

<i>Authorization</i>	<i>Date</i>
Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #63

Revision is for a: **Course Title Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the title and description of BIO 2210, Cell Biology, be modified to include molecular biology.

<p><u>Reproduction</u> 221 CELL BIOLOGY This course examines the structure and function of living cells. Topics include cellular membranes, respiration, the cytoskeleton and nucleus, cell division, intercellular interactions, the cell in its environment, differences between plant and animal cells, different cell types, and special topics in biomedical cell biology. PREREQUISITE: A combined average of at least 60% in Biology 131-132 or permission of the instructor. Students registered in the Bachelor of Wildlife Conservation Program, Bachelor of Paramedicine Program or students majoring in Foods & Nutrition may take this course after completion of Biology 131. Three hours lecture, one hour tutorial a week</p>	<p><u>Revised</u> 2210 CELL AND MOLECULAR BIOLOGY This course examines the structure and function of living cells. Topics include cellular membranes, respiration, the cytoskeleton and nucleus, cell division <u>macromolecules, organelles, membranes, cellular energetics, cell signalling, gene expression, cell division, cell death</u> intercellular interactions, the cell in its environment, differences between plant and animal cells, different cell types, and special topics in biomedical cell <u>and molecular</u> biology. PREREQUISITE: A combined average of at least 60% in Biology 1310-1320 or permission of the instructor. Students registered in the Bachelor of Wildlife Conservation Program, Bachelor of Paramedicine Program or students majoring in Foods & Nutrition <u>Applied Human Sciences</u> may take this course after completion of Biology 1310. Three hours lecture, one hour tutorial a week</p>
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Rationale for Change: This new description reflects the way the course is being delivered now, with more modern and contemporary topics. The new prerequisite will allow kinesiology students to access the course.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization

Date:

Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #64

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the course number for BIO 3530, Human Anatomy & Histology, be modified to make it a 2000 level course, and to cross-list it with BIO 1210, Human Anatomy.

<p><u>Reproduction</u> *353 HUMAN ANATOMY AND HISTOLOGY This course covers human anatomy at both the macroscopic and microscopic levels and gives the student a thorough and detailed overview of the various human tissues and organs. This is an upper level course designed for students who want intensive preparation in for health-related disciplines. While both anatomy and histology will be integrated throughout the course, lectures will focus on gross human anatomy while laboratories will emphasize the structure of tissues (histology). Beginning with the integument, the course progresses through the various organ systems including skeletal, muscular, nervous, endocrine, circulatory, respiratory, digestive, urinary, and reproductive. PREREQUISITE: A combined average of at least 60% in Biology 131-132 Three hours lecture, three hours laboratory a week</p>	<p><u>Revised</u> *2260 HUMAN ANATOMY AND HISTOLOGY This course covers the <u>structure of the human body anatomy</u> at both the macroscopic and microscopic levels and gives the student a thorough and detailed overview of the various human <u>cells, tissues, organs</u> and organ <u>systems</u>. This is an upper level course designed for students who want intensive preparation in for health-related disciplines. While both anatomy and histology will be integrated throughout the course, lectures will focus on gross human anatomy while laboratories will emphasize the structure of tissues (histology) <u>in</u> Beginning with the integumentary, -The course progresses through the various organ systems including skeletal, muscular, nervous, endocrine, circulatory <u>cardiovascular</u>, respiratory, <u>lymphatic</u>, digestive, urinary, and reproductive <u>systems</u>. <u>Cross-listed with BIO 1210</u> PREREQUISITE: A combined average of at least 60% in Biology 131-132 Three hours lecture, three hours laboratory a week <u>NOTE: Students will not get credit for both BIO 1210 and BIO 2260</u></p>
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Rationale for Change: The course will now be pitched at the second year level as part of our suite of human courses (BIO 2240, Human Genetics, and BIO 2250, Human Biochemistry). The prerequisites are being modified to be consistent with these 2 courses. Lectures will take place with BIO 1210, Human Anatomy, but labs will have different more advanced content (Histology) for students in our program who already have university biology courses.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization

Date

Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #65

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the notes regarding Biology courses at the 1000 level be modified to reflect changes we are making to some courses.

<u>Reproduction</u>	<u>Revised</u>
<p>NOTES REGARDING 100-LEVEL BIOLOGY COURSES</p> <ul style="list-style-type: none"> • Biology 101 and 102 are courses designed for students who will not be taking advanced courses in Biology and are not accepted for credit in the Biology Majors or Honours programs. High school Biology is not required for these courses. • Biology 106 and 122 are restricted to students enrolled in programs offered by the School of Nursing and the Department of Applied Human Sciences. High school Biology is not required for these courses. • Biology 121 may be taken by any student who needs Human Anatomy as a prerequisite for professional schools and will be accepted for credit in the Biology Majors or Honours program. High school Biology is required for these courses. • Biology 123 is designed for any student who needs Human Physiology as a prerequisite for professional schools and will be accepted for credit in the Biology Majors or Honours program. High school Biology is required in order to take this course. • Biology 131 and 132 are Introductory Biology courses designed for Biology Majors, Minors, and other Science students and are prerequisites for upper level Biology courses. High school Biology is required in order to take Biology 131 	<p>NOTES REGARDING 1000-LEVEL BIOLOGY COURSES</p> <ul style="list-style-type: none"> • <u>Biology 1310 and 1320 are Introductory Biology courses and are the prerequisites for upper level Biology courses. Take these courses if you plan to complete a Biology major or minor, or if your program requires one or both courses. Biology 1010 is not accepted for credit in the Biology Majors program.</u> • <u>Biology 101 and 1020 and 1030 are introductory courses designed for students in the Life Science specialization, but any student may take these courses. who will not be taking advanced courses in Biology and are not accepted for credit in the Biology Majors or Honours programs. High school Biology is not required for these courses.</u> • <u>Biology 1060 and 1220 are restricted to students enrolled in programs offered by the School of Nursing and the Department of Applied Human Sciences. High school Biology is not required for these courses.</u> • <u>Biology 121 may be taken by any student who needs Human Anatomy as a prerequisite for professional schools</u> • <u>Biology 123 is designed for any student who needs Human Physiology as a prerequisite for professional schools and will be accepted for credit in the Biology Majors or Honours program. High school Biology is required in order to take this course.</u> • <u>Biology 131 and 132 are Introductory Biology courses designed for Biology Majors, Minors, and other Science students and are prerequisites for upper level Biology courses. High school Biology is required in order to take Biology 131.</u>

Rationale for Change: We are removing the high school prerequisites from all 1000 level Biology courses. In the past, this 'note' was needed to clearly identify which courses had high school prerequisites so that is no longer needed. BIO 1020 will now be required for some Biology students, so this note makes that clear.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

CALENDAR & CURRICULUM CHANGES**Motion #65**

<i>Authorization</i>	<i>Date</i>
Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #66

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Biology**

MOTION: That the calendar entry for Biology be revised as proposed.

<u>Reproduction</u>	<u>Revised</u>
<p>A student enrolled in the Majors program in Biology will complete a minimum of 42 semester hours in Biology, and additional courses in Chemistry, Physics and Mathematics according to the program outlined below. Students may choose to take a general Biology degree or to obtain a Life Sciences or Environmental Biology specialization.</p> <p>COURSE REQUIREMENTS FOR THE AREAS OF SPECIALIZATION</p> <p>Students may apply for a particular specialization any time before the end of their third year. Those that have not specified a specialization must meet the requirements for the General Biology Stream. The Life Sciences specialization will focus on cell & molecular biology as well as the biomedical sciences, and may be of interest to students who intend to pursue careers or graduate opportunities related to the health professions, or research/innovation in biomedical or biotechnological sciences. The Environmental Biology specialization will focus on the interaction of plants and animals with the environment and may be selected by students interested in careers or graduate studies related to conservation, wildlife biology or ecology. The General Biology stream will give students a broad background in biology, with good preparation for all areas of Biology.</p> <p>Check the Specializations tab above for course structures of all biology major specializations. Students may apply for a particular specialization any time before the end of their third year. Those that have not specified a specialization must meet the requirements for the General Biology Stream.</p> <p>GENERAL BIOLOGY STREAM</p> <ul style="list-style-type: none"> • Eight Core Biology Courses <ul style="list-style-type: none"> ○ Biology 1310-1320 (6 hours credit) ○ Two of Biology 2020, 2040 and 2060 (6 hours credit) ○ Two of Biology 2210, 2220 and 2230 (6 hours credit) ○ Biology 3260 or 3820 (3 hours credit) ○ Biology 3310 (3 hours credit) ○ at least six additional Biology electives that fit the following 	<p>A student enrolled in the Majors program in Biology will complete a minimum of 42 semester hours in Biology, and additional courses in <u>Science</u> Chemistry, Physics and Mathematics according to the program outlined below. Students may choose to take a general Biology degree or to obtain a Life Sciences or Environmental Biology specialization. <u>Students in the 'pre-vet' program should follow the Life Sciences specialization, and may select courses of interest in animal biology or other areas.</u></p> <p>COURSE REQUIREMENTS FOR THE AREAS OF SPECIALIZATION</p> <p>Students may apply for a particular specialization any time before the end of their third year. Those that have not specified a specialization must meet the requirements for the General Biology Stream. The Life Sciences specialization will focus on cell & molecular biology as well as the biomedical sciences, and may be of interest to students who intend to pursue careers or graduate studies opportunities related to <u>veterinary medicine ('pre-vet'), human</u> health professions, or research/innovation in biomedical or biotechnological sciences. The Environmental Biology specialization will focus on the interaction of plants and animals with the environment and may be selected by <u>of interest to</u> students interested in careers or graduate studies related to <u>biodiversity and conservation, or wildlife biology in the modern context of climate change and human interactions, or ecology.</u> The General Biology stream will give students a broad background in biology, with good preparation for all areas of <u>Modern</u> Biology. Refer to the Specializations for course structures of all biology major specializations. Students may apply for a particular specialization any time before the end of their third year. Those that have not specified a specialization must meet the requirements for the General Biology Stream.</p> <p>GENERAL BIOLOGY STREAM</p> <ul style="list-style-type: none"> • Eight Core Biology Courses <ul style="list-style-type: none"> ○ Biology 1310-1320 (6 hours credit) ○ Two of Biology 2020, 2040 and 2060 (6 hours credit) ○ Two of Biology 2210, 2220 and 2230

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<p>criteria: (18 hours credit)</p> <ul style="list-style-type: none"> ▪ at least two must be at the 4000 level ▪ four must have a lab component <p>Note: Your 8 core courses with labs DO NOT count for this requirement, ONLY additional electives. (e.g. if you take 2020, 2040 and 2060, two will count as core and one can count as an elective with a lab).</p> <ul style="list-style-type: none"> ○ Required courses in other departments, and electives as listed in the "ALL SPECIALIZATIONS" section of the <u>Specializations tab</u> (required courses from other departments)" <p>LIFE SCIENCES SPECIALIZATION</p> <ul style="list-style-type: none"> • Eight Core Biology Courses <ul style="list-style-type: none"> ○ Biology 1310-1320 (6 hours credit) ○ Two of Biology 2020, 2040 and 2060 (6 hours credit) ○ Biology 2210 and 2230 (6 hours credit) ○ Biology 3260 (3 hours credit) ○ Biology 3310 (3 hours credit) ○ at least six additional Biology electives at or above the 2000 level that fit the following criteria (18 credit hours) <ul style="list-style-type: none"> ▪ at least two must be at the 4000 level and be from Life Sciences ▪ four must have a lab component - Note: Your 8 core courses with labs DO NOT count for this requirement, ONLY additional electives. (e.g. if you take 2020, 2040 and 2060, two will count as core and one can count as an elective with a lab). ▪ at least four must be selected from the Life Sciences Specialization list ▪ at least 2 must be selected from the Environmental or General Biology lists ○ Required courses in other departments, and electives as listed in 	<p>(6 hours credit)</p> <ul style="list-style-type: none"> ○ Biology 3260 <u>or 3520</u> or 3820 (3 hours credit) ○ Biology 3310 (3 hours credit) ○ at least six additional Biology electives that fit the following criteria: (18 hours credit) <ul style="list-style-type: none"> ▪ at least two must be at the 4000 level ▪ four must have a lab component <p>Note: Your 8 core courses with labs DO NOT count for this requirement, ONLY additional electives. (e.g. if you take 2020, 2040 and 2060, two will count as core and one can count as an elective with a lab).</p> <ul style="list-style-type: none"> ○ Required courses in other departments, and electives <u>to total 120 semester hours of credit as listed below in the "ALL SPECIALIZATIONS" section of the <u>Specializations tab</u> (required courses from other departments)"</u> <p>LIFE SCIENCES SPECIALIZATION, including PRE-VET</p> <ul style="list-style-type: none"> • Eight Core Biology Courses <ul style="list-style-type: none"> ○ <u>Biology 1020 or 1030</u> (3 hours credit) ○ Biology 1310-1320 (6 hours credit) ○ Two of Biology 2020, 2040 and 2060 (6 hours credit) ○ Biology 2210 and <u>either 2230 or 2240</u> (6 hours credit) ○ <u>Foods and Nutrition 2110 or Physics 2430</u> (3 hours credit) ○ Biology 3260 (3 hours credit) ○ Biology 3310 (3 hours credit) ○ <u>Biology 3520 or Physics 3520</u> (3 hours credit) ○ at least six <u>five</u> additional Biology electives at or above the 2000 level that fit the following criteria (18 <u>15</u> credit hours) <ul style="list-style-type: none"> ▪ at least two must be at the 4000 level and be from Life Sciences ▪ four must have a lab component Note: Your 8 core courses with labs DO NOT count for this requirement, ONLY
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<p>the section “All Specializations (required courses from other departments)” (78 hours credit)</p> <p>ENVIRONMENTAL BIOLOGY SPECIALIZATION</p> <ul style="list-style-type: none"> Eight Core Biology Courses <ul style="list-style-type: none"> Biology 1310-1320 (6 hours credit) Two of Biology 2020, 2040 and 2060 (6 hours credit) Biology 2220 and 2230 (6 hours credit) Biology 3310 (3 hours credit) Biology 3820 (3 hours credit) at least six additional Biology electives at or above the 2000 level that fit the following criteria (18 hours credit) <ul style="list-style-type: none"> at least two must be at the 4000 level and from the Environmental Biology list four must have a lab component - Note: Your 8 core courses with labs DO NOT count for this requirement, ONLY additional electives. (e.g. if you take 2020, 2040 and 2060, two will count as core and one can count as an elective with a lab). at least four must be selected from the Environmental Biology Specialization list at least two must be selected from the Life Sciences or General Biology lists Required courses in other departments, and electives as listed in the section “All Specializations (required courses from other departments)” (78 hours credit) <p>ALL SPECIALIZATIONS (required courses from other departments)</p> <ul style="list-style-type: none"> One of UPEI 1010, 1020, or 1030 (3 hours credit) Chemistry: <ul style="list-style-type: none"> Chemistry 1110 and 1120 (6 hours credit) Chemistry 2410-2420 or Chemistry 2430 (3 or 6 hours credit) (Note: 	<p>additional electives. (e.g. if you take 2020, 2040 and 2060, two will count as core and one can count as an elective with a lab).</p> <ul style="list-style-type: none"> <ul style="list-style-type: none"> at least <u>an additional two</u> four must be selected from the Life Specialization list at least <u>one 2</u> must be selected from the Environmental or General Biology lists Required courses in other departments, and electives <u>to total 120 semester hours of credit</u> as listed <u>below as listed in the section “All Specializations (required courses from other departments)” (78hours credit)</u> <p>ENVIRONMENTAL BIOLOGY SPECIALIZATION</p> <ul style="list-style-type: none"> Eight Core Biology Courses <ul style="list-style-type: none"> <u>Environmental Studies 1010 (3 hours credit)</u> Biology 1310-1320 (6 hours credit) Two of Biology 2020, 2040 and 2060 (6 2 hours credit) Biology 2220 and 2230 (6 hours credit) Biology 3310 (3 hours credit) Biology 3820 (3 hours credit) at least six additional Biology electives at or above the 2000 level that fit the following criteria (18 hours credit) <ul style="list-style-type: none"> at least two must be at the 4000 level and from the Environmental Biology list four must have a lab component - Note: Your 8 core courses with labs DO NOT count for this requirement, ONLY additional electives. (e.g. if you take 2020, 2040 and 2060, two will count as core and one can count as an elective with a lab). at least <u>an additional two</u> four must be selected from the Environmental Biology Specialization list at least two must be selected from the Life Sciences or General Biology lists Required courses in other departments, and electives <u>to total 120</u>
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<p>credit will not be given for both Chemistry 2430 and Chemistry 2410 or 2420)</p> <ul style="list-style-type: none"> Chemistry 3530 is required for the General Stream and Life Sciences; Chemistry 3530 or 2020 for Environmental Biology (3 hours credit) <ul style="list-style-type: none"> Physics: <ul style="list-style-type: none"> Physics 1210 (or 1110) and Physics 1220 (or 1120) (6 hours credit) Mathematics and Statistics: <ul style="list-style-type: none"> Math 1120 or Math 1910 (3 or 4 hours credit) Stat 2210 (formerly Math 2210) (3 hours credit) Note: Some students may wish to take upper level Mathematics, Chemistry, or Physics courses for which Mathematics 1910-1920 is required: therefore Mathematics 1910-1920 may be taken in place of Mathematics 1120 but the statistics requirement of Statistics 2210 remains. Credit will not be given for both Mathematics 1120 and Mathematics 1910. Other electives (45, 48 or 51 hours credit) The remaining number of semester hours required to complete the requirements for the Biology major will be made up from courses selected by the students. <p>Note: Please see <u>Academic Regulation 14(3): Application of Certain Professional Courses.</u></p> <p>SUGGESTED COURSE SEQUENCES</p> <p>ALL STREAMS</p> <p>First Year</p> <ul style="list-style-type: none"> Biology 1310-1320 (6 hours credit) Chemistry 1110-1120 (6 hours credit) Mathematics 1120 or 1910 (3 or 4 hours credit) Physics 1210 (or 1110) and Physics 1220 (or 1120) (6 hours credit) One of UPEI 1010, 1020, or 1030 (3 hours credit) Electives (3 or 6 hours credit) <p>GENERAL BIOLOGY STREAM</p> <p>Second Year</p> <ul style="list-style-type: none"> Two of Biology 2020, 2040, 2060 (6 hours credit) Two of Biology 2210, 2220, 2230 (6 hours credit) 	<p><u>semester hours of credit</u> as listed below as listed in the section “All Specializations (required courses from other departments)” (78 hours credit)</p> <p>ALL SPECIALIZATIONS (required courses from other departments) REQUIRED COURSES FROM OTHER DEPARTMENTS</p> <ul style="list-style-type: none"> One of UPEI 1010, 1020, or 1030 (3 hours credit) Chemistry: <ul style="list-style-type: none"> Chemistry 1110 and 1120 (6 hours credit) Chemistry 2410-2420 or Chemistry 2430 (3 or 6 hours credit) (Note: credit will not be given for both Chemistry 2430 and Chemistry 2410 or 2420) Chemistry 3530 or <u>Biology 2250</u> is required for the General Stream and Life Sciences; Chemistry 3530 or 2020 <u>is required</u> for Environmental Biology (3 hours credit) Physics: <ul style="list-style-type: none"> Physics 1210 (or 1110) and Physics 1220 (or 1120) (6 hours credit) Mathematics and Statistics: <ul style="list-style-type: none"> Math 1120 or Math 1910 (3 or 4 hours credit) Stat 21210 (formerly Math 2210) (3 hours credit) Note: Some students may wish to take upper level Mathematics, Chemistry, or Physics courses for which Mathematics 1910-1920 is required: therefore Mathematics 1910-1920 may be taken in place of Mathematics 1120 but the statistics requirement of Statistics 21210 remains. Credit will not be given for both Mathematics 1120 and Mathematics 1910. Other electives (45, 48 or 51 hours credit): The remaining number of semester hours required to complete the requirements for the Biology major (<u>a total of 120 semester hours</u>) will be made up from courses selected by the students. <p>Note: Please see <u>Academic Regulation 14(3): Application of Certain Professional Courses.</u></p> <p>SUGGESTED COURSE SEQUENCES</p> <p>ALL STREAMS</p> <p>First Year</p> <ul style="list-style-type: none"> <u>Introductory Biology (BIO 1310-1320)</u> (6 hours credit)
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<p>credit)</p> <ul style="list-style-type: none"> Chemistry 2410-2420 or 2430 (3 or 6 hours credit) Electives (12 or 15 hours credit) <p>Third Year</p> <ul style="list-style-type: none"> Biology 3260 or 3820 and 3310 (6 hours credit) *Four Biology electives from any of the three lists (2000 level or above) (12 credit hours) Chemistry 3530 (3 hours credit) Stat 2210 (formerly Math 221) (3 hours credit) Electives (6 hours credit) <p>Fourth Year</p> <ul style="list-style-type: none"> * Two Biology electives at 4000 level (6 hours credit) Electives (24 hours credit) <p>LIFE SCIENCES SPECIALIZATION</p> <p>Second Year</p> <ul style="list-style-type: none"> Two of Biology 2020, 2040, 2060 (6 hours credit) Biology 2210 and 2230 (6 hours credit) Chemistry 2410-2420 or 2430 (3 or 6 hours credit) Electives (12 or 15 hours credit) <p>Third Year</p> <ul style="list-style-type: none"> Biology 3260 and 3310 (6 hours credit) *Two Biology electives from the Life Sciences list (2000 level or above) (6 hours credit) *Two Biology “alternate” electives (from the Environmental or General Biology lists, 2000 level or above) (6 hours credit) Chemistry 3530 (3 hours credit) Stat 2210 (formerly Math 221) (3 hours credit) Electives (6 hours credit) <p>Fourth Year</p> <ul style="list-style-type: none"> * Two Biology electives from Life Sciences list at the 4000 level (6 hours credit) Electives (24 hours credit) <p>ENVIRONMENTAL BIOLOGY SPECIALIZATION</p> <p>Second Year</p> <ul style="list-style-type: none"> Two of Biology 2020, 2040, 2060 (6 hours credit) Biology 2220 and 2230 (6 hours credit) Chemistry 2410-2420 or 2430 (3 or 6 hours credit) Electives (12 or 15 hours credit) <p>Third Year</p> <ul style="list-style-type: none"> Biology 3310 and 3820 (6 hours credit) 	<ul style="list-style-type: none"> <u>Introductory Chemistry (CHEM 1110-1120) (6 hours credit)</u> <u>Calculus (Mathematics MATH 1120 or 1910) (3 or 4 hours credit)</u> <u>Statistics (STAT 1210)</u> <u>Physics for the Life Sciences (PHYS 1210 or 1110 and 1220 or 1120) (6 hours credit)</u> <u>One of UPEI 1010, 1020, or 1030 (3 hours credit)</u> <u>Introductory Environmental Studies (ENV 1010) or a human or animal health course (BIO 1020 or 1030) or Electives (3 or 6 hours credit)</u> <p>GENERAL BIOLOGY STREAM</p> <p>Second Year</p> <ul style="list-style-type: none"> <u>Two of Biodiversity courses (BIO 2020, 2040, 2060) (6 hours credit)</u> <u>Two of Cell and Molecular Biology and/or Ecology and/or Genetics (BIO Biology 2210, 2220, 2230, 2240) (6 hours credit)</u> <u>Organic Chemistry and Environmental Chemistry or Biochemistry (Chemistry CHEM 2410-2420 or 2430; CHEM 2020; CHEM 3530 or BIO 2250) (3 or 6 hours credit)</u> <u>Nutrition 2110 or Physics 2430. Students interested in a Medical and Biological Physics minor should take Physics 2220, Modern Physics for Life Sciences [can also be taken in third year]</u> <u>Electives (12 or 15 to make up 30 hours of credit)</u> <p>Third Year</p> <ul style="list-style-type: none"> <u>Core physiology or evolution (Biology BIO 3260 or 3820) and 3310 (6 hours credit)</u> <u>Research Methods and Communications (BIO 3310)</u> <u>Molecular Biology Research Techniques (BIO 3520) or Biomedical Imaging (PHYS 3520) [can also be taken in fourth year]</u> <u>*Four Biology electives from any of the three lists (2000 level or above) as indicated above for your specialization (12 credit hours)</u> <u>Chemistry 3530 (3 hours credit)</u> <u>Stat 2210 (formerly Math 221) (3 hours credit)</u> <u>Electives (6 to make up 30 hours of credit)</u> <p>Fourth Year</p> <ul style="list-style-type: none"> * Two Biology electives at 4000 level <u>from the required specialization (6 hours credit)</u> <u>Electives (24 to make up 30 hours of credit)</u> <p>LIFE SCIENCES SPECIALIZATION</p> <p>Second Year</p>
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<ul style="list-style-type: none"> • *Two Biology electives from the Environmental (6 hours credit) • Biology list (2000 level or above) • *Two Biology “alternate” electives (from the Life Sciences or General Biology lists, 2000 level or above) (6 hours credit) • Chemistry 2020 or 3530 (3 hours credit) • Stat 2210 (formerly Math 221) (3 hours credit) • Electives (6 hours credit) <p>Fourth Year</p> <ul style="list-style-type: none"> • * Two Biology electives from the Environmental Biology list at 4000 level (6 hours credit) • Electives (24 hours credit) <p>* in all streams, at least four of the required Biology electives must have a laboratory or field component. The list of electives that can count toward each stream is given in the table provided below. Biology 4400 may not be used to meet this requirement for Biology courses at the 4000 level.</p> <p>List of Courses that may be used towards the specialization areas in Biology</p> <ul style="list-style-type: none"> • Courses in the “General Biology” section may be used as “alternate electives” in any stream • Certain Biology 4410 (Directed studies) or 4420 (Special Topics) courses, or courses transferred from other universities for Biology credit, may be credited to one stream or the other with prior permission of the Chair. • Courses that are required components for one stream or the other (e.g. Biology 2210 and 3260 for the Life Sciences specialization; Biology 2220 and 3820 in the Environmental Biology specialization can be counted as “alternate” electives for the other specialization. Bio 2020, 2040 and 2060 may also be counted as alternate electives when not used to satisfy core requirements for either specialization in the second year. <p>Life Sciences Specialization (includes health and biosciences courses):</p> <ul style="list-style-type: none"> • *Biology 3040—Vertebrate Zoology • Biology 3220—Bioinformatics • *Biology 3230—Genetics II • *Biology 3240—Comparative Vertebrate Anatomy • *Biology 3530—Human Anatomy and Histology • Biology 3750—Medical Microbiology • *Biology 4010—Human Physiology and Pathophysiology 	<ul style="list-style-type: none"> • Two of Biology 2020, 2040, 2060 (6 hours credit) • Biology 2210 and 2230 (6 hours credit) • Chemistry 2410 2420 or 2430 (3 or 6 hours credit) • Electives (12 or 15 hours credit) <p>Third Year</p> <ul style="list-style-type: none"> • Biology 3260 and 3310 (6 hours credit) • *Two Biology electives from the Life Sciences list (2000 level or above) (6 hours credit) • *Two Biology “alternate” electives (from the Environmental or General Biology lists, 2000 level or above) (6 hours credit) • Chemistry 3530 (3 hours credit) • Stat 2210 (formerly Math 221) (3 hours credit) • Electives (6 hours credit) <p>Fourth Year</p> <ul style="list-style-type: none"> • * Two Biology electives from Life Sciences list at the 4000 level (6 hours credit) • Electives (24 hours credit) <p>ENVIRONMENTAL BIOLOGY SPECIALIZATION</p> <p>Second Year</p> <ul style="list-style-type: none"> • Two of Biology 2020, 2040, 2060 (6 hours credit) • Biology 2220 and 2230 (6 hours credit) • Chemistry 2410 2420 or 2430 (3 or 6 hours credit) • Electives (12 or 15 hours credit) <p>Third Year</p> <ul style="list-style-type: none"> • Biology 3310 and 3820 (6 hours credit) • *Two Biology electives from the Environmental (6 hours credit) • Biology list (2000 level or above) • *Two Biology “alternate” electives (from the Life Sciences or General Biology lists, 2000 level or above) (6 hours credit) • Chemistry 2020 or 3530 (3 hours credit) • Stat 2210 (formerly Math 221) (3 hours credit) • Electives (6 hours credit) <p>Fourth Year</p> <ul style="list-style-type: none"> • * Two Biology electives from the Environmental Biology list at 4000 level (6 hours credit) • Electives (24 hours credit) <p>* in all streams, at least four of the required Biology electives must have a laboratory or field component. The list of electives that can count toward each stream is given in the table provided below. Biology 4400 may not be used to meet this requirement for Biology courses at the 4000 level.</p>
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<ul style="list-style-type: none"> *Biology 4020—Comparative & Environmental Vertebrate Physiology *Biology 4030—Developmental Biology *Biology 4440—Investigative Plant Anatomy Biology 4710—Molecular Biotechnology *Biology 4720—Biology of Cancer and Other Diseases Biology 4750—Basic and Clinical Immunology <p>Environmental Biology Specialization</p> <ul style="list-style-type: none"> *Biology 3040—Vertebrate Zoology *Biology 3140—Plant Community Ecology *Biology 3270—Field Coastal Ecology *Biology 3350—Animal Behaviour *Biology 3510—Ornithology *Biology 3610—Biology of Fishes *Biology 3660—Plant-Animal Interactions *Biology 3710—Life of Mammals *Biology 3910—Marine Biology *Biology 4110—Wildlife Biology *Biology 4130—Conservation Genetics *Biology 4520—Biogeography and Macroecology *Biology 4540—Biodiversity and Conservation Ecology *Biology 4620—Watershed Ecology *Biology 4650—Marine Community Ecology *Biology 4850—Environmental Toxicology <p>General Biology Courses (can be used as “alternate” stream courses)</p> <ul style="list-style-type: none"> *Biology 2020—Botany *Biology 2040—Zoology *Biology 2060—Microbiology *Biology 3110—Plants and People Biology 3120—History of Biology *Biology 4210—Design and Analysis of Biological Studies Biology 4350—Biology of Sex <p>*Lab courses are indicated with an asterisk.</p>	<p>List of Courses that may be used towards the specialization areas in Biology</p> <ul style="list-style-type: none"> Courses in the “General Biology” section may be used as “alternate electives” in any <u>specialization stream</u> Certain Biology 4410 (Directed studies) or 4420 (Special Topics) courses, or courses transferred from other universities for Biology credit, may be credited to one <u>specialization stream</u> or the other with prior permission of the Chair. Courses that are required components for one <u>specialization stream</u> or the other (e.g. Biology 2210 and 3260 for the Life Sciences specialization; Biology 2220 and 3820 in the Environmental Biology specialization can be counted as “alternate” electives for the other specialization. Bio 2020, 2040 and 2060 may also be counted as alternate electives when not used to satisfy core requirements for either specialization in the second year. <p><u>Elective courses in the Life Sciences Specialization (includes health and biosciences ‘pre-vet’ courses):</u></p> <ul style="list-style-type: none"> * <u>Biology 2260- Human Anatomy and Histology</u> <u>Physics 2430 Physics of the Human Body</u> *<u>Biology 3110—Plants and People</u> Biology 3750—Medical Microbiology Biology 3220—Bioinformatics *Biology 3230—Genetics II *Biology 3040—Vertebrate Zoology *Biology 3240—Comparative Vertebrate Anatomy *<u>Biology 3350—Animal Behaviour</u> *Biology 3530—Human Anatomy and Histology *<u>Biology 3710—Life of Mammals</u> *Biology 4010—Human Physiology and Pathophysiology *Biology 4020—Comparative & Environmental Vertebrate Physiology *Biology 4030—Developmental Biology *<u>Biology 4040—Endocrinology</u> *<u>Biology 4050—Medical Biology</u> <u>Biology 4350—Biology of Sex</u> *Biology 4440—Investigative Plant Anatomy Biology 4710—Molecular Biotechnology *Biology 4720—Biology of Cancer and Other Diseases Biology 4750—Basic and Clinical Immunology <u>Paramedicine 4010 Social determinants of health</u>
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CALENDAR & CURRICULUM CHANGES

Motion #66

	<ul style="list-style-type: none"> • <u>Foods and Nutrition 4520 - Aging: Biological & lifestyle perspectives</u> • <u>Philosophy 2040 – Biomedical Ethics</u> <p>For current admission requirements to the Doctor of Veterinary Medicine please refer to http://www.upei.ca/programsandcourses/professional-programs/doctor-veterinary-medicine</p> <p><u>Elective courses in the Environmental Biology Specialization</u></p> <ul style="list-style-type: none"> • *Biology 3040—Vertebrate Zoology • *Biology 3140—Plant Community Ecology • *Biology 3270—Field Coastal Ecology • *Biology 3350—Animal Behaviour • *Biology 3510—Ornithology • *Biology 3610—Biology of Fishes • *Biology 3660—Plant-Animal Interactions • *Biology 3710—Life of Mammals • *Biology 3910—Marine Biology • *Biology 4110—Wildlife Biology • *Biology 4130—Conservation Genetics • *Biology 4520—Biogeography and Macroecology • *Biology 4540—Biodiversity and Conservation Ecology • *Biology 4620—Watershed Ecology • *Biology 4650—Marine Community Ecology • *Biology 4850—Environmental Toxicology <p><u>Elective courses in the General Biology Program Courses</u> (can be used as “alternate” stream courses)</p> <ul style="list-style-type: none"> • *Biology 2020—Botany • *Biology 2040—Zoology • *Biology 2060—Microbiology • *Biology 3110—Plants and People • Biology 3120—History of Biology • <u>*Biology 3520— Molecular Biology Research Techniques</u> • *Biology 4210—Design and Analysis of Biological Studies • Biology 4350—Biology of Sex
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Rationale for Change: To create a pathway for ‘prevet’ students within the Life Sciences specialization, and clean up the calendar entry to simplify the requirements for the various specializations in Biology.

Effective Date: May 2019

Implications for Other Programs: None

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Impact on Students Currently Enrolled: None. Current students will finish their specialization according to their catalog year.

Authorization**Date:**

Departmental Approval: Marva Sweeney-Nixon	February 14, 2018
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #67

Revision is for a: **Pre-requisite Addition/Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Physics**

MOTION: To revise the prerequisite for PHYS 1110 to remove the requirement of Grade 12 physics and replace with Grade 12 Physics being highly recommended.

<u>Reproduction</u>	<u>Revised</u>
1110 GENERAL PHYSICS I This course emphasizes the fundamentals of mechanics and is intended as a first course in physics for students in the physical sciences and engineering, or who are planning to take Physics courses beyond the first-year level. Topics include vectors, kinematics, Newton's laws of motion, gravitation, circular motion, static equilibrium, moment of inertia, torque, rotational motion, and conservation of energy and momentum. PREREQUISITE: Proficiency in High School algebra, trigonometry and graphing is expected. Grade 12 Physics is required; however, in exceptional cases a student who has not taken Grade 12 Physics but has demonstrated outstanding performance in other High School Math and Science courses may apply to the Department for special permission. It is required that Mathematics 191 be taken at least concurrently. Three hours lecture, three hours laboratory or tutorial per week	1110 GENERAL PHYSICS I This course emphasizes the fundamentals of mechanics and is intended as a first course in physics for students in the physical sciences and engineering, or who are planning to take Physics courses beyond the first-year level. Topics include vectors, kinematics, Newton's laws of motion, gravitation, circular motion, static equilibrium, moment of inertia, torque, rotational motion, and conservation of energy and momentum. PREREQUISITE: Proficiency in High School algebra, trigonometry and graphing is expected. Grade 12 Physics is <u>highly recommended</u> , required; however, in exceptional cases a student who has not taken Grade 12 Physics but has demonstrated outstanding performance in other High School Math and Science courses may apply to the Department for special permission. It is required that Mathematics 191 be taken at least concurrently. Three hours lecture, three hours laboratory or tutorial per week

Rationale for Change: Removing the Grade 12 Physics prerequisite enables greater flexibility for students to enrol in UPEI programs that require PHYS 1110, including physics, chemistry and engineering. It is recognized that without a Grade 12 physics experience, many students enrolled in PHYS 1110 will struggle with the course content. To better support all students, mandatory weekly 1-hour tutorials will be re-instated in PHYS 1110. Reinstating these tutorials will require resources equivalent to one-third of a sessional position.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None

Authorization	Date
Departmental Approval: Department of Physics	April 5, 2018
Faculty/School Approval: Science Council	April 5, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean	April 5, 2018
Graduate Studies Dean's Approval: N/A	N/A
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #68

Revision is for a: **Course Deletion**

Faculty/School/Department: Science

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To delete AHS 6060, Qualitative and Quantitative Methods.

<p><u>Reproduction</u> AHS 6060 QUALITATIVE AND QUANTITATIVE METHODS This course is divided into two broad sections. In the first section, the course will explore an introduction to qualitative and quantitative approaches. This part will highlight some of the critical issues involved in conducting applied health-related research. The second section will be an overview of statistical techniques that are appropriate to health-related research. It will provide students with some basic building blocks that they can use to carry out their own research and critically evaluate the work of others. Students will be introduced to SPSS in the Quantitative Methods section (this will be used extensively in the Statistics section). HOURS OF CREDIT: 3</p>	<p><u>Revised</u> AHS 6060 QUALITATIVE AND QUANTITATIVE METHODS This course is divided into two broad sections. In the first section, the course will explore an introduction to qualitative and quantitative approaches. This part will highlight some of the critical issues involved in conducting applied health-related research. The second section will be an overview of statistical techniques that are appropriate to health-related research. It will provide students with some basic building blocks that they can use to carry out their own research and critically evaluate the work of others. Students will be introduced to SPSS in the Quantitative Methods section (this will be used extensively in the Statistics section). HOURS OF CREDIT: 3</p>
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Rationale for Change: The course is no longer being offered by the Atlantic Regional Training Centre (ARTC) and the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: Not applicable	Click here to select approval date.
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #69

Faculty/School: **Science**

Department/Program(s): **Master of Applied Health Services Research**

MOTION: To create new course AHS 6120, Work Integrated Learning.

Course Number and Title	AHS 6120 Work Integrated Learning
Description	Students may undertake a four-month placement with a decision-making organization. The placement is designed to provide hands-on research and decision-making experience, and to develop an understanding of how knowledge is transferred between the academic community and decision-makers.
Cross-Listing	
Prerequisite/Co-Requisite	Admission to the Master of Applied Health Services Research program
Credit(s)	3
Notation	*This is graded Pass/Fail

This is: An Elective Course

Grade Mode: Pass/Fail

Anticipated Enrolment: 2-3 **Is there an Enrolment Cap:** No

If there is an enrolment limit, please explain.

Rationale for New Course: MAHSR Students have already been undertaking a formal Research Placement as part of the program but it was not being documented on the transcript.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018

Resources Required: None

In offering this course will UPEI require facilities or staff at other institutions: No

If yes, please explain.

Authorization

Date

Departmental Approval: Not applicable	Click here to select approval date.
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

NEW COURSE PROPOSAL

Motion #69

LIBRARY RESOURCE REQUIREMENTS FOR A NEW COURSE PROPOSAL

AHS 6120 Work Integrated Learning

Library Resource Requirements *(to be completed by the liaison and/or collections librarian)*

Existing resources:

- Collections - Holdings, Subscriptions, Other
 - Books – a catalogue search for the subject public health research retrieved 150 print and online books.
 - Journals - The library provides access to 7979 journals in the category of Health & Medicine.
 - Databases – PubMed, Cochrane Library, CINAHL with Fulltext, SPORTDisc with Fulltext, PsycINFO
- Subscription Dependencies (in interdisciplinary packages)
 - Academic Search Complete, ScienceDirect, ERIC, JSTOR, Wiley
- Physical Space in Library (other than holdings, explain) – N/A
- Library Administrative/Research Support: AHS liaison librarian, Kim Mears, provides support to students and faculty as needed.

New resources needed to support this proposal:

Due to the nature of this course, no new resources are needed to support an off campus residency. Library resources are available off-campus for registered students with their UPEI credentials.

- Capital Requirements *(other than new course-specific)* – N/A
- Collections:
 - Monographs – Sufficient, but dependences
 - Subscriptions – Sufficient, but dependences
 - Databases – Sufficient, but dependences
 - Other – Sufficient, but dependences
- Physical Space in Library (other than holdings, explain) – N/A
- Library Administrative/Research Support – N/A
- Other One-Time or Ongoing Library expenses (e.g. software licenses) – N/A

Summary of additional budget allocation required:

- One-time: ____0____ For each of ____0____ consecutive years
- Annual: ____0____
 - Per-year percentage increase in annual: ____0____

Does the budget allocation for library resources in this proposal meet the requirement? Yes

Authorization

Date:

Liaison/Collections Librarian: Kim Mears	March 19, 2018
University Librarian/Designate: Donald Moses	March 19, 2018

CALENDAR & CURRICULUM CHANGES

Motion #70

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6010, Canadian Health System, to AHS 6001.

<u>Reproduction</u>	<u>Revised</u>
<p>AHS 6010 CANADIAN HEALTH SYSTEM This course proposes to give an overview of the history of the Canadian Health System and its current organization, as well as an overview of other international health system models. The key concepts that will be explored in the Canadian Health System include legislation, institutions, funding structures, human resources, and guiding values. Other issues examined will be the factors affecting health services utilization, the measurement of health outcomes and their use for accountability, and a review of health information systems in Canada and the structures and instruments within them. Finally, current issues and trends relating to the Canadian Health Care system will be reviewed. HOURS OF CREDIT: 3</p>	<p>AHS 6010 6001 CANADIAN HEALTH SYSTEM This course proposes to give an overview of the history of the Canadian Health System and its current organization, as well as an overview of other international health system models. The key concepts that will be explored in the Canadian Health System include legislation, institutions, funding structures, human resources, and guiding values. Other issues examined will be the factors affecting health services utilization, the measurement of health outcomes and their use for accountability, and a review of health information systems in Canada and the structures and instruments within them. Finally, current issues and trends relating to the Canadian Health Care system will be reviewed. HOURS OF CREDIT: 3</p>

Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: Not applicable	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hamell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #71

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6020, Ethical Foundations of Applied Health Research, to AHS 6002.

<u>Reproduction</u>	<u>Revised</u>
AHS 6020 ETHICAL FOUNDATIONS OF APPLIED HEALTH RESEARCH This course will acquaint students with the ethical basis of health research, as well as the substantive issues that arise at the macro, meso, and micro levels in the design and conduct of research. A variety of approaches to ethical decision-making will be surveyed, with particular attention given to how various approaches might apply in the context of Atlantic Canada. Standard topics will be explored in this course, such as informed consent, privacy and confidentiality of health information, and conflicts of interest. Special attention will be given to issues of rural/urban split, respect for the integrity of communities, and the potential abuse of expert or professional authority. HOURS OF CREDIT: 3	AHS 6020 6002 ETHICAL FOUNDATIONS OF APPLIED HEALTH RESEARCH This course will acquaint students with the ethical basis of health research, as well as the substantive issues that arise at the macro, meso, and micro levels in the design and conduct of research. A variety of approaches to ethical decision-making will be surveyed, with particular attention given to how various approaches might apply in the context of Atlantic Canada. Standard topics will be explored in this course, such as informed consent, privacy and confidentiality of health information, and conflicts of interest. Special attention will be given to issues of rural/urban split, respect for the integrity of communities, and the potential abuse of expert or professional authority. HOURS OF CREDIT: 3

Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #72

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6030, Research & Evaluation Design and Methods, to AHS 6003 and to revise course description.

<p><u>Reproduction</u> AHS 6030 RESEARCH & EVALUATION DESIGN AND METHODS In this course, students will become familiar with the research process, with the basic aim of developing skills to critically evaluate the work of others and to understand possible approaches in the design of their own research projects. The initial emphasis in the course will be on formulating research questions and determining strategies that may be used to address a particular research theme. As the course unfolds, the approach will switch to understanding how various qualitative and quantitative research techniques may be used to address research questions that the students have posed. The students will be assessed on “project” work, and will be required to submit a number of pieces of written work throughout the duration of the course. One of the key features of the course is that each time it is offered, a broad research topic will be chosen and students will target their work towards developing research questions and designing research plans to address specific aspects of this theme. In the initial offering of the course, this topic will be childhood obesity. HOURS OF CREDIT: 3</p>	<p><u>Revised</u> AHS 6030 6003 RESEARCH & EVALUATION DESIGN AND METHODS In this course, students will become familiar with the research process, with the basic aim of developing skills to critically evaluate the work of others and to understand possible approaches in the design of their own research projects. The initial emphasis in the course will be on formulating research questions and determining strategies that may be used to address a particular research theme. As the course unfolds, the approach will switch to understanding how various qualitative and quantitative research techniques may be used to address research questions that the students have posed. The students will be assessed on “project” work, and will be required to submit a number of pieces of written work throughout the duration of the course. One of the key features of the course is that each time it is offered, a broad research topic will be chosen and students will target their work towards developing research questions and designing research plans to address specific aspects of this theme. In the initial offering of the course, this topic will be childhood obesity. HOURS OF CREDIT: 3</p>
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Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #73

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6040, Policy and Decision Making, to AHS 6005.

<p><u>Reproduction</u> AHS 6040 POLICY AND DECISION-MAKING In this course, students will explore the process of how Canadian Health Policy is developed, implemented, and evaluated. This course will also assist in building skills in the areas of research approach, critical appraisal, policy synthesis, and briefing notes. The course will follow a case-based approach to understand the implications of political, social, ethical, and economic policy. HOURS OF CREDIT: 3</p>	<p><u>Revised</u> AHS 6040 6005 POLICY AND DECISION-MAKING In this course, students will explore the process of how Canadian Health Policy is developed, implemented, and evaluated. This course will also assist in building skills in the areas of research approach, critical appraisal, policy synthesis, and briefing notes. The course will follow a case-based approach to understand the implications of political, social, ethical, and economic policy. HOURS OF CREDIT: 3</p>
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Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #74

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6050, Determinants of Health: Healthy Public Policy, to AHS 6004.

<p><u>Reproduction</u> AHS 6050 DETERMINANTS OF HEALTH: HEALTHY PUBLIC POLICY This course will explore the development of the philosophy of the determinants of health, and identify the determinants of health and their relationship with health status. As the course unfolds, students will gain an understanding of the philosophical underpinnings, as well as understanding their inter-relationships. An understanding of the complexity of developing healthy public policy that addresses multiple determinants of health will be developed by students, as well as the consideration of the implications of policy from the perspective of the determinants of health. HOURS OF CREDIT: 3</p>	<p><u>Revised</u> AHS 6050 <u>6004</u> DETERMINANTS OF HEALTH: HEALTHY PUBLIC POLICY This course will explore the development of the philosophy of the determinants of health, and identify the determinants of health and their relationship with health status. As the course unfolds, students will gain an understanding of the philosophical underpinnings, as well as understanding their inter-relationships. An understanding of the complexity of developing healthy public policy that addresses multiple determinants of health will be developed by students, as well as the consideration of the implications of policy from the perspective of the determinants of health. HOURS OF CREDIT: 3</p>
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Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #75

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6070, Knowledge Transfer and Research Uptake, to AHS 6007.

<p><u>Reproduction</u> AHS 6070 KNOWLEDGE TRANSFER AND RESEARCH UPTAKE This course will explore the facilitators and barriers of using evidence in decision-making, as well as developing the students' understanding of the conceptual, philosophical, and theoretical underpinnings of knowledge transfer and research uptake. Students will also learn how to create ongoing/sustainable linkages with decision-makers and how to share research findings with academic and non-academic audiences. The course strengthens the program by providing students with skills to interact with stakeholders and facilitate the use of evidence in decision-making. Topics explored include Evidence-Based Decision-Making—barriers and facilitators, and why evidence is not used in decision-making. The course will look at how to encourage decision-makers to use research evidence through behavioural change, social marketing, and sustainable linkages. HOURS OF CREDIT: 3</p>	<p><u>Revised</u> AHS 6070 6007 KNOWLEDGE TRANSFER AND RESEARCH UPTAKE This course will explore the facilitators and barriers of using evidence in decision-making, as well as developing the students' understanding of the conceptual, philosophical, and theoretical underpinnings of knowledge transfer and research uptake. Students will also learn how to create ongoing/sustainable linkages with decision-makers and how to share research findings with academic and non-academic audiences. The course strengthens the program by providing students with skills to interact with stakeholders and facilitate the use of evidence in decision-making. Topics explored include Evidence-Based Decision-Making—barriers and facilitators, and why evidence is not used in decision-making. The course will look at how to encourage decision-makers to use research evidence through behavioural change, social marketing, and sustainable linkages. HOURS OF CREDIT: 3</p>
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Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<u>Authorization</u>	<u>Date</u>
Departmental Approval: Not applicable	Click here to select approval date.
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #76

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6080, Advanced Qualitative Methods, to AHS 6008.

<p><u>Reproduction</u> AHS 6080 ADVANCED QUALITATIVE METHODS In this course, students will gain an understanding of the use of qualitative research methods in applied health research. Students' skills will be developed in the analysis of qualitative data, grant-proposal writing using qualitative data, and the critique of qualitative research. Topics explored include issues in qualitative approaches such as subjects/participants, ethical issues, representativeness, data trustworthiness, bias/perspective, researcher as an instrument, the designing of an analysis template, concurrent/non-current, and ethnography. Other topics explored include theoretical approaches to analysis, such as conflict analysis, feminist, deconstructionalist, thematic analysis, participatory action research, grounded theory, and case studies. HOURS OF CREDIT: 3</p>	<p><u>Revised</u> AHS 6080 6008 ADVANCED QUALITATIVE METHODS In this course, students will gain an understanding of the use of qualitative research methods in applied health research. Students' skills will be developed in the analysis of qualitative data, grant-proposal writing using qualitative data, and the critique of qualitative research. Topics explored include issues in qualitative approaches such as subjects/participants, ethical issues, representativeness, data trustworthiness, bias/perspective, researcher as an instrument, the designing of an analysis template, concurrent/non-current, and ethnography. Other topics explored include theoretical approaches to analysis, such as conflict analysis, feminist, deconstructionalist, thematic analysis, participatory action research, grounded theory, and case studies. HOURS OF CREDIT: 3</p>
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Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<u>Authorization</u>	<u>Date:</u>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #77

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6090, Advanced Quantitative Methods, to AHS 6009.

<p><u>Reproduction</u> AHS 6090 ADVANCED QUANTITATIVE METHODS This course will expose students to a variety of more advanced quantitative and statistical approaches to research methodology. The two main purposes of the course are to provide students with the tools to conduct advanced quantitative empirical research, and to further develop their ability to critically evaluate the work of others. Students will learn to examine issues and develop research strategies to begin to identify and answer important topics that need to be researched, and students will design a realistic appraisal of what can and cannot be achieved, given resource constraints. HOURS OF CREDIT: 3</p>	<p><u>Revised</u> AHS 6090 6009 ADVANCED QUANTITATIVE METHODS This course will expose students to a variety of more advanced quantitative and statistical approaches to research methodology. The two main purposes of the course are to provide students with the tools to conduct advanced quantitative empirical research, and to further develop their ability to critically evaluate the work of others. Students will learn to examine issues and develop research strategies to begin to identify and answer important topics that need to be researched, and students will design a realistic appraisal of what can and cannot be achieved, given resource constraints. HOURS OF CREDIT: 3</p>
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Rationale for Change: To match the course numbers that Atlantic Regional Training Centre (ARTC) uses for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #78

Revision is for a: **Course Number Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: To change the course number of AHS 6100, Thesis to AHS 6010, and to revise the course description.

<p><u>Reproduction</u> AHS 6100 THESIS Each student in the Master of Applied Health Services Research program is required, under the supervision of a Faculty Advisor and Thesis Committee, to write a thesis based on research into an approved topic. It must demonstrate the candidate's ability to conduct original independent work, and include a critical evaluation of the principal works published on the subject of the thesis. It should make an original contribution to the body of knowledge in that field of study. PREREQUISITE: Admission to the Master of Applied Health Services Research program HOURS OF CREDIT: 6</p>	<p><u>Revised</u> AHS 6100 6010 THESIS Each student in the Master of Applied Health Services Research program is required, under the supervision of a Faculty Advisor and Thesis Supervisory Committee, to write a thesis based on research into an approved topic. It must demonstrate the candidate's ability to conduct original independent work, and include a critical evaluation of the principal works published on the subject of the thesis. It should make an original contribution to the body of knowledge in that field of study. PREREQUISITE: Admission to the Master of Applied Health Services Research program HOURS OF CREDIT: 6</p>
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Rationale for Change: To match the other course numbers being used for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #79

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: That the Calendar Entry for Admission to the Master of Applied Health Services Research be revised.

<p><u>Reproduction</u> Master of Applied Health Sciences Research (MAHSR) Candidates for admission to the Masters of Applied Health Services Research program must have demonstrated high academic standing and potential for self-directed, sustained research. Normally, the basic requirements are:</p> <ul style="list-style-type: none"> i. a Bachelor's degree of four years or a Bachelor's with honours, or equivalent professional degree, from an approved university, with a minimum GPA of 3.0 or an average of 75% or higher in the last 20 courses; ii. a brief statement of research and professional interests; iii. a brief statement describing the suitable match between the Masters of Applied Health Services Research and the applicant's experiences and goals; and iv. three references. <p>Admission to a graduate course is normally based upon the same requirements as for admission to a graduate program. Admission to advanced courses of instruction or to the privileges of research does not imply admission to candidacy for a higher degree.</p> <p>APPLICATION FOR ADMISSION All documents pertaining to application for admission are to be sent to the Office of the Registrar. Application deadline is April 1.</p> <p>APPLICATION FORM Application forms for admission may be obtained from the Office of the Registrar, to which they are to be returned when completed, with the appropriate fee and supporting documentation.</p> <p>TRANSCRIPTS Official transcripts or certified copies in duplicate of the applicant's complete undergraduate and graduate (if any) record to date are to be sent to the Office of the</p>	<p><u>Revised</u> Master of Applied Health Sciences Research (MAHSR) Candidates for admission to the Masters of Applied Health Services Research program must have demonstrated high academic standing and potential for self directed, sustained research. Normally, the basic requirements are:</p> <ul style="list-style-type: none"> i. a Bachelor's degree of four years or a Bachelor's with honours, or equivalent professional degree, from an approved university, with a minimum GPA of 3.0 or an average of 75% or higher in the last 20 courses; ii. a brief statement of research and professional interests; iii. a brief statement describing the suitable match between the Masters of Applied Health Services Research and the applicant's experiences and goals; and iv. three references. <p>Admission to a graduate course is normally based upon the same requirements as for admission to a graduate program. Admission to advanced courses of instruction or to the privileges of research does not imply admission to candidacy for a higher degree.</p> <p>APPLICATION FOR ADMISSION All documents pertaining to application for admission are to be sent to the Office of the Registrar. Application deadline is April 1.</p> <p>APPLICATION FORM Application forms for admission may be obtained from the Office of the Registrar, to which they are to be returned when completed, with the appropriate fee and supporting documentation.</p> <p>TRANSCRIPTS Official transcripts or certified copies in duplicate of the applicant's complete undergraduate and graduate (if any) record to date are to be sent to the Office of the Registrar. Applicants from outside North America are</p>
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CALENDAR & CURRICULUM CHANGES

Motion #79

Registrar. Applicants from outside North America are strongly urged to attach official statements of the grades obtained and the subject matter included.

REFERENCE LETTERS

Letters of reference from two professors familiar with the applicant's work, are to be sent by the professors directly to the Office of the Registrar. An acceptable alternative to one such letter is a letter from a Chair or Dean on behalf of the Department or Faculty in which the applicant has studied, or from the employer where the applicant has recently been employed.

ENGLISH PROFICIENCY

Students are expected to be proficient in the use of English, both written and oral, when they begin their studies at the University of Prince Edward Island. The University requires that certification of such proficiency be presented by applicants whose mother tongue is not English or whose normal language of instruction throughout their education (as recognized by UPEI) was not English. Tests of proficiency acceptable to the University, and the minimum scores that must be obtained, are listed under the Admission requirements for All Graduate Programs and for Graduate Student Status section of the Calendar. Such students should make arrangements to take the test at least three months before the semester opening date.

REFUSAL OF ADMISSION

Limitations of funds, space, facilities, or personnel may make it necessary for the University, at its discretion, to refuse admission to an otherwise acceptable applicant.

TENTATIVE ADMISSION

Tentative Admission may be granted an applicant whose record to date is acceptable but whose application is incomplete. If the documents are satisfactory when received, the student's admission is confirmed. If unsatisfactory, admission is denied.

ADMISSION AND FINANCIAL ASSISTANCE

Only those students who are matched with a research supervisor who can provide the student with funding over the course of the degree (two years) will be admitted to the program. In addition to covering any costs of the student's research, supervisors will normally cover the costs for students to attend the mandatory Atlantic Regional Training Centre workshops.

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CALENDAR & CURRICULUM CHANGES

Motion #79

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Master of Applied Health Services Research (MAHSR)

Candidates for admission to the Masters of Applied Health Services Research program must have demonstrated high academic standing and potential for self-directed, sustained research. Normally, the basic requirements are:

- i. a Bachelor's degree of four years or a Bachelor's with honours, or equivalent professional degree, from an approved university, with a minimum GPA of 3.0 or an average of 75% or higher in the last 20 courses;
- ii. two references.

APPLICATION FOR ADMISSION

All documents pertaining to application for admission are to be sent to the Office of the Registrar. Application deadline is March 1.

APPLICATION FORM

Application forms for admission can be completed online for the Office of the Registrar at <http://www.upei.ca/discovermore/apply> with the appropriate fee and supporting documentation.

TRANSCRIPTS

Official transcripts of the applicant's complete undergraduate and graduate (if any) record to date are to be sent to the Office of the Registrar. Applicants from outside North America are strongly urged to attach official statements of the grades obtained and the subject matter included.

CONFIRMED SUPERVISOR

A confirmed supervisor must be established before completing and application to this program.

REFERENCE LETTERS

Letters of reference from two professors familiar with the applicant's work are to be sent by the professors directly to the Office of the Registrar and can be uploaded to the applicant's file. An acceptable alternative to one such letter is a letter from a Chair or Dean on behalf of the Department or Faculty in which the applicant has studied, or from the employer where the applicant has recently been employed.

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CALENDAR & CURRICULUM CHANGES

Motion #79

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Rationale for Change: Graduate students in the MAHSR Program will be overseen by the Coordinator for Graduate Programs in Science and will need to conform to the guidelines that other Graduate programs in Science are currently using.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

<i>Authorization</i>	<i>Date</i>
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018

CALENDAR & CURRICULUM CHANGES

Motion #80

Revision is for a: **Calendar Entry Change**

Faculty/School/Department: **Science**

Department/Program(s)/Academic Regulations: **Master of Applied Health Services Research**

MOTION: That the Calendar Entry for the graduate program Master of Applied Health Services Research be revised.

<p><u>Reproduction</u> MASTER OF APPLIED HEALTH SERVICES RESEARCH (MAHSR) This program is intended for students who are interested in pursuing a career in health research. By the end of the program, the student will have a demonstrated grounding in scholarly research techniques, experience in the healthcare field through their residency placement, and eight courses in healthcare research. The Master's Degree in Health Services Research is a collaborative venture of Memorial University of Newfoundland, the University of New Brunswick, and the University of Prince Edward Island. The degree program provides knowledge and skills necessary to tackle complex health policy issues and contribute to the future of health services in Atlantic Canada. The Master's is co-ordinated through the Atlantic Research Training Centre (ARTC).</p> <p>A) PROGRAM REQUIREMENTS The following courses were designed and created specifically for the Master of Applied Health Services Research.</p> <p>Compulsory Courses AHS 6010 - Canadian Health System AHS 6020 - Ethical Foundations of Applied Health Research AHS 6030 - Research & Evaluation Design and Methods AHS 6040 - Policy and Decision Making AHS 6050 - Determinants of Health: Healthy Public Policy AHS 6060 - Qualitative and Quantitative Methods AHS 6070 - Knowledge Transfer and Research Uptake AHS 6080 - Advanced Qualitative Methods AHS 6090 - Advanced Quantitative Methods AHS 6100 - Thesis AHS 6110 - Directed Studies</p>	<p><u>Revised</u> MASTER OF APPLIED HEALTH SERVICES RESEARCH (MAHSR) This program is intended for students who are interested in pursuing a career in health research. By the end of the program, the student will have a demonstrated grounding in scholarly research techniques, experience in the healthcare field through their residency placement, and eight courses in healthcare research. The Master's Degree in Health Services Research is a collaborative venture of Memorial University of Newfoundland, the University of New Brunswick, and the University of Prince Edward Island. The degree program provides knowledge and skills necessary to tackle complex health policy issues and contribute to the future of health services in Atlantic Canada. The Master's is co-ordinated through the Atlantic Research Training Centre (ARTC).</p> <p><u>A) PROGRAM REQUIREMENTS</u> The following courses were designed and created specifically for the Master of Applied Health Services Research.</p> <p><u>Compulsory Courses</u> AHS 6010 – Canadian Health System AHS 6020 – Ethical Foundations of Applied Health Research AHS 6030 – Research & Evaluation Design and Methods AHS 6040 – Policy and Decision Making AHS 6050 – Determinants of Health: Healthy Public Policy AHS 6060 – Qualitative and Quantitative Methods AHS 6070 – Knowledge Transfer and Research Uptake AHS 6080 – Advanced Qualitative Methods AHS 6090 – Advanced Quantitative Methods AHS 6100 – Thesis AHS 6110 – Directed Studies</p>
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CALENDAR & CURRICULUM CHANGES

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Review of Progress

At the end of each semester, the academic record and progress of each student will be reviewed by the MAHSR Coordinator. The candidate must maintain an average grade of at least a B standing (see Grades in General Regulations section) in the compulsory courses in order to maintain registration in the program.

B) GRADES SCHEDULE

INC: A student who fails to complete all components of a course, such as assignments, examinations, and fieldwork, due to circumstances beyond his/her control (such as illness), may, with the permission of the professor and the Dean, be granted an amount of time deemed reasonable for the completion of said components.

If a student does not complete all the components of a course by the agreed-upon date, normally a grade of F shall replace INC on the transcript. The Registrar will advise the Department Chair that the grade of "F" requires a percentage grade for posting on the student transcript. In cases where the component left incomplete was not a requirement for passing the course, and where the student already has earned a passing grade without completing the component, the passing grade shall be submitted and shall replace INC on the transcript.

AUD: an "audited" course (additional courses only)

DISC: discontinued with permission

Seminar courses are graded as letter grades. In the thesis, the work is reported as either satisfactory or unsatisfactory.

C) THE THESIS

Research

Normally, the equivalent of 12 months of continuous study must be devoted to research in fulfilment of the thesis requirement. In order to complete the degree within a reasonable time frame, the research topic should be identified early in the student's program and approved by the Graduate Studies Committee by the second semester of the students' program. Research involving human subjects must be approved by the University's Research Ethics Board.

Thesis Committee

Students will prepare a thesis proposal that outlines the particular area to be investigated. Normally this will happen during the first year of the program. An academic defence is required and, in addition, students

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will make a public presentation of their thesis research to decision-makers.

The thesis committee will include a decision-maker where appropriate, and could include faculty from more than one participating institution. The thesis topic chosen must take into account the research interests of faculty across the three sites, as well as the capacity of the program to provide appropriate research supervision.

Thesis

Each candidate for the degree of Master of Applied Health Services Research is required to submit a thesis based upon research conducted under supervision as described in this section of the calendar. The thesis must demonstrate the student's capacity for original and independent research, and should extend the knowledge base in the field under study.

General specifications as to paper, format, order, and binding are available from the Department of Applied Human Sciences. The student should consult frequently with the Supervisor and the Supervisory Committee when preparing the thesis. After the final draft has been read and approved by the members of the Supervisory Committee, four copies must be submitted to the Coordinator of Master of Health Services Research Program in the Department of Applied Human Sciences for dissemination to members of the Examining Committee. These copies must be submitted no later than four weeks prior to the student's oral defence.

The Master's Examination

The final oral examination, which is devoted chiefly to the defence of the thesis, is a Faculty examination identified as the Master's Examination. Normally, the Examining Committee consists of the two members of the Supervisory Committee, one reader internal to the university, and one reader external to the university, who submits a written report attesting to the quality of the work. The coordinator of the MAHSR program selects the Examining Committee at the request of the Supervisor and appoints the Chair, and is responsible for notifying the Department of Applied Human Sciences of its composition.

Normally, the final oral examination is open to the public; however, members of the public may question the student only upon the invitation of the Chair of the Examining Committee. The examination is passed and the thesis approved if there is no more than one negative vote; an abstention is considered to be a

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CALENDAR & CURRICULUM CHANGES

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negative vote. The Coordinator of the MAHSR program is responsible for reporting the result of the examination to the Department of Applied Human Sciences. The result is recorded as "Accepted as is," "Accepted after minor revision," "Accepted after substantial revision," or "Unacceptable." The result "Accepted after minor revision" normally entails editorial changes. If the result is "Accepted after substantial revision," the student may be given the opportunity by the Examining Committee to revise the thesis with or without defending again. If the thesis revision is successful, the thesis supervisor is to sign before the thesis is presented to the Masters of Applied Health Services Research (MAHSR) Coordinator. Four copies, including one unbound copy, should be presented to the MAHSR Coordinator. If the result is "Unacceptable," the student may be given the opportunity by the Examining Committee to revise the thesis and to defend it again.

Submission of Thesis

When the thesis, in its final form, has been prepared after the final oral examination, the student will bring six unbound copies to the MAHSR Coordinator at least three weeks prior to Convocation.

Each copy must be submitted in a separate folder with the pages numbered and arranged in the appropriate order. The thesis must be free from typographical and other errors. All copies must include the Certificate of Approval signed by the Examination Committee and the members of the Supervisory Committee. Also included must be a brief Abstract and a copy of the circulation waiver and the copying licence.

When accepted by the MAHSR Coordinator, one copy will be retained for microfilming and for deposit in the University Library after being bound. A second copy will be released to the Department of Applied Human Sciences. A third copy will be released to the student's supervisor and three copies will be released to the student.

Publication

The University requires publication of the thesis in the following manner:

One unbound copy of the thesis is forwarded to Library and Archives Canada, together with an agreement form signed by the candidate authorizing Library and Archives Canada to microfilm the thesis and to make microfilm copies available for sale on request. Library and Archives Canada will film the thesis exactly as it is and will list the thesis in Canadiana as a publication of

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Library and Archives Canada's Microfilm Agreement form will be sent to the candidate prior to the Master's

CALENDAR & CURRICULUM CHANGES

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Library and Archives Canada. A fee is charged by Library and Archives Canada to offset the cost of microfilming.

Library and Archives Canada's Microfilm Agreement form will be sent to the candidate prior to the Master's Examination, to be signed and submitted to the Co-ordinator of Graduate Studies immediately after the successful completion of the examination.

The student, in consultation with the Supervisor and the Co-ordinator of Graduate Studies, shall have the right to request that circulation and/or copying of the thesis in any form be withheld for up to one year.

Circulation and Copying of Thesis

In normal circumstances, as a condition of engaging in graduate study in the University, the author of a thesis grants certain licences and waivers in respect of the circulation and of copying of the thesis:

- i. to the University Librarian: a waiver permitting the circulation of the thesis as part of the Library collection;
- ii. to the University: a licence to make single copies of the thesis under carefully specified conditions; and
- iii. to Library and Archives Canada: a licence to microfilm the thesis under carefully specified conditions.

Copyright Provision

Copies of the thesis shall have on the title page the words, "In partial fulfilment of requirements for the degree of Master of Applied Health Services Research." The international copyright notice, which consists of three elements in the same line—the letter "C" enclosed in a circle; the name of the copyright owner (the student); and the year—should appear as a bottom line on the title page of the thesis.

Retention/Maintenance of Records

In the interests of good scholarly practice and in order to substantiate claims of intellectual property, graduate students should keep complete, dated records of their research. These records may be in the form of bound notebooks, log books, or other documentation, as appropriate to the discipline. Students should also retain copies of significant drafts and notes, and of all material submitted for evaluation, presentation, publication, or by the way of informal contribution to collaborative research projects. They must also realize that raw data and other research results should remain accessible at all times to all other members of any collaborative research activity.

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Unacceptable Thesis

If a candidate is unable to prepare an acceptable thesis, the Supervisory Committee will so report to the MAHSR Coordinator and the Department of Applied Human Sciences (sending to the student a copy of the report).

CALENDAR & CURRICULUM CHANGES

Motion #80

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Transcripts of Records

Official transcripts of the student's academic record are available through the Registrar's Office. Transcripts will be sent to other universities, to prospective employers, or to others outside the University only upon formal request by the student.

D) GRADUATE COURSES

AHS 6010 CANADIAN HEALTH SYSTEM

This course proposes to give an overview of the history of the Canadian Health System and its current organization, as well as an overview of other international health system models. The key concepts that will be explored in the Canadian Health System include legislation, institutions, funding structures, human resources, and guiding values. Other issues examined will be the factors affecting health services utilization, the measurement of health outcomes and their use for accountability, and a review of health information systems in Canada and the structures and instruments within them. Finally, current issues and trends relating to the Canadian Health Care system will be reviewed.

HOURS OF CREDIT: 3

AHS 6020 ETHICAL FOUNDATIONS OF APPLIED HEALTH RESEARCH

This course will acquaint students with the ethical basis of health research, as well as the substantive issues that arise at the macro, meso, and micro levels in the design and conduct of research. A variety of approaches to ethical decision-making will be surveyed, with particular attention given to how various approaches might apply in the context of Atlantic Canada. Standard topics will be explored in this course, such as informed consent, privacy and confidentiality of health information, and conflicts of interest. Special attention will be given to issues of rural/urban split, respect for the integrity of communities, and the potential abuse of expert or professional authority.

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HOURS OF CREDIT: 3

AHS 6030 RESEARCH & EVALUATION DESIGN AND METHODS

In this course, students will become familiar with the research process, with the basic aim of developing skills to critically evaluate the work of others and to understand possible approaches in the design of their own research projects. The initial emphasis in the course will be on formulating research questions and determining strategies that may be used to address a

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AHS 6030 RESEARCH & EVALUATION DESIGN AND METHODS

In this course, students will become familiar with the research process, with the basic aim of developing skills to critically evaluate the work of others and to understand possible approaches in the design of their own research projects. The initial emphasis in the course will be on formulating research questions and determining strategies that may be used to address a particular research theme. As the course unfolds, the approach will switch to understanding how various qualitative and quantitative research techniques may be used to address research questions that the students have posed. The students will be assessed on “project” work, and will be required to submit a number of pieces of written work throughout the duration of the course. One of the key features of the course is that each time it is offered, a broad research topic will be chosen and students will target their work towards developing research questions and designing research plans to address specific aspects of this theme. In the initial offering of the course, this topic will be childhood obesity.

HOURS OF CREDIT: 3

AHS 6040 POLICY AND DECISION-MAKING

In this course, students will explore the process of how Canadian Health Policy is developed, implemented, and evaluated. This course will also assist in building skills in the areas of research approach, critical appraisal, policy synthesis, and briefing notes. The course will follow a case-based approach to understand the implications of political, social, ethical, and economic policy.

HOURS OF CREDIT: 3

AHS 6050 DETERMINANTS OF HEALTH: HEALTHY PUBLIC POLICY

This course will explore the development of the philosophy of the determinants of health, and identify the determinants of health and their relationship with health status. As the course unfolds, students will gain an understanding of the philosophical underpinnings, as well as understanding their inter-relationships. An understanding of the complexity of developing healthy public policy that addresses multiple determinants of health will be developed by students, as well as the consideration of the implications of policy from the perspective of the determinants of health.

HOURS OF CREDIT: 3

AHS 6060 QUALITATIVE AND QUANTITATIVE

particular research theme. As the course unfolds, the approach will switch to understanding how various qualitative and quantitative research techniques may be used to address research questions that the students have posed. The students will be assessed on “project” work, and will be required to submit a number of pieces of written work throughout the duration of the course. One of the key features of the course is that each time it is offered, a broad research topic will be chosen and students will target their work towards developing research questions and designing research plans to address specific aspects of this theme. In the initial offering of the course, this topic will be childhood obesity.

HOURS OF CREDIT: 3

AHS 6040 POLICY AND DECISION-MAKING

In this course, students will explore the process of how Canadian Health Policy is developed, implemented, and evaluated. This course will also assist in building skills in the areas of research approach, critical appraisal, policy synthesis, and briefing notes. The course will follow a case-based approach to understand the implications of political, social, ethical, and economic policy.

HOURS OF CREDIT: 3

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This course will explore the development of the philosophy of the determinants of health, and identify the determinants of health and their relationship with health status. As the course unfolds, students will gain an understanding of the philosophical underpinnings, as well as understanding their inter-relationships. An understanding of the complexity of developing healthy public policy that addresses multiple determinants of health will be developed by students, as well as the consideration of the implications of policy from the perspective of the determinants of health.

HOURS OF CREDIT: 3

AHS 6060 QUALITATIVE AND QUANTITATIVE METHODS

This course is divided into two broad sections. In the first section, the course will explore an introduction to qualitative and quantitative approaches. This part will highlight some of the critical issues involved in conducting applied health-related research. The second section will be an overview of statistical techniques that are appropriate to health-related research. It will provide students with some basic building blocks that they can use to carry out their own research and critically

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<p>METHODS This course is divided into two broad sections. In the first section, the course will explore an introduction to qualitative and quantitative approaches. This part will highlight some of the critical issues involved in conducting applied health-related research. The second section will be an overview of statistical techniques that are appropriate to health-related research. It will provide students with some basic building blocks that they can use to carry out their own research and critically evaluate the work of others. Students will be introduced to SPSS in the Quantitative Methods section (this will be used extensively in the Statistics section). HOURS OF CREDIT: 3</p> <p>AHS 6070 KNOWLEDGE TRANSFER AND RESEARCH UPTAKE This course will explore the facilitators and barriers of using evidence in decision-making, as well as developing the students' understanding of the conceptual, philosophical, and theoretical underpinnings of knowledge transfer and research uptake. Students will also learn how to create ongoing/ sustainable linkages with decision-makers and how to share research findings with academic and non-academic audiences. The course strengthens the program by providing students with skills to interact with stakeholders and facilitate the use of evidence in decision-making. Topics explored include Evidence-Based Decision-Making—barriers and facilitators, and why evidence is not used in decision-making. The course will look at how to encourage decision-makers to use research evidence through behavioural change, social marketing, and sustainable linkages. HOURS OF CREDIT: 3</p> <p>AHS 6080 ADVANCED QUALITATIVE METHODS In this course, students will gain an understanding of the use of qualitative research methods in applied health research. Students' skills will be developed in the analysis of qualitative data, grant-proposal writing using qualitative data, and the critique of qualitative research. Topics explored include issues in qualitative approaches such as subjects/participants, ethical issues, representativeness, data trustworthiness, bias/perspective, researcher as an instrument, the designing of an analysis template, concurrent/non-current, and ethnography. Other topics explored include theoretical approaches to analysis, such as conflict analysis, feminist, deconstructionalist, thematic</p>	<p>evaluate the work of others. Students will be introduced to SPSS in the Quantitative Methods section (this will be used extensively in the Statistics section). HOURS OF CREDIT: 3</p> <p>AHS 6070 KNOWLEDGE TRANSFER AND RESEARCH UPTAKE This course will explore the facilitators and barriers of using evidence in decision-making, as well as developing the students' understanding of the conceptual, philosophical, and theoretical underpinnings of knowledge transfer and research uptake. Students will also learn how to create ongoing/ sustainable linkages with decision makers and how to share research findings with academic and non-academic audiences. The course strengthens the program by providing students with skills to interact with stakeholders and facilitate the use of evidence in decision-making. Topics explored include Evidence-Based Decision Making—barriers and facilitators, and why evidence is not used in decision-making. The course will look at how to encourage decision-makers to use research evidence through behavioural change, social marketing, and sustainable linkages. HOURS OF CREDIT: 3</p> <p>AHS 6080 ADVANCED QUALITATIVE METHODS In this course, students will gain an understanding of the use of qualitative research methods in applied health research. Students' skills will be developed in the analysis of qualitative data, grant-proposal writing using qualitative data, and the critique of qualitative research. Topics explored include issues in qualitative approaches such as subjects/participants, ethical issues, representativeness, data trustworthiness, bias/perspective, researcher as an instrument, the designing of an analysis template, concurrent/non-current, and ethnography. Other topics explored include theoretical approaches to analysis, such as conflict analysis, feminist, deconstructionalist, thematic analysis, participatory action research, grounded theory, and case studies. HOURS OF CREDIT: 3</p> <p>AHS 6090 ADVANCED QUANTITATIVE METHODS This course will expose students to a variety of more advanced quantitative and statistical approaches to research methodology. The two main purposes of the course are to provide students with the tools to conduct advanced quantitative empirical research, and to further develop their ability to critically evaluate the work of</p>
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<p>analysis, participatory action research, grounded theory, and case studies. HOURS OF CREDIT: 3</p> <p>AHS 6090 ADVANCED QUANTITATIVE METHODS This course will expose students to a variety of more advanced quantitative and statistical approaches to research methodology. The two main purposes of the course are to provide students with the tools to conduct advanced quantitative empirical research, and to further develop their ability to critically evaluate the work of others. Students will learn to examine issues and develop research strategies to begin to identify and answer important topics that need to be researched, and students will design a realistic appraisal of what can and cannot be achieved, given resource constraints. HOURS OF CREDIT: 3</p> <p>AHS 6100 THESIS Each student in the Master of Applied Health Services Research program is required, under the supervision of a Faculty Advisor and Thesis Committee, to write a thesis based on research into an approved topic. It must demonstrate the candidate's ability to conduct original independent work, and include a critical evaluation of the principal works published on the subject of the thesis. It should make an original contribution to the body of knowledge in that field of study. PREREQUISITE: Admission to the Master of Applied Health Services Research program HOURS OF CREDIT: 6</p> <p>AHS 6110 DIRECTED STUDIES This course will be developed with the student and professor focused on specific learning outcomes that enhance the student's program.</p>	<p>others. Students will learn to examine issues and develop research strategies to begin to identify and answer important topics that need to be researched, and students will design a realistic appraisal of what can and cannot be achieved, given resource constraints. HOURS OF CREDIT: 3</p> <p>AHS 6100 THESIS Each student in the Master of Applied Health Services Research program is required, under the supervision of a Faculty Advisor and Thesis Committee, to write a thesis based on research into an approved topic. It must demonstrate the candidate's ability to conduct original independent work, and include a critical evaluation of the principal works published on the subject of the thesis. It should make an original contribution to the body of knowledge in that field of study. PREREQUISITE: Admission to the Master of Applied Health Services Research program HOURS OF CREDIT: 6</p> <p>AHS 6110 DIRECTED STUDIES This course will be developed with the student and professor focused on specific learning outcomes that enhance the student's program.</p> <p><u>MASTER OF APPLIED HEALTH SERVICES RESEARCH (MAHSR)</u> <u>This program is intended for students who are interested in pursuing a career in health research.</u> <u>The Master's Degree in Health Services Research is a collaborative venture of Memorial University of Newfoundland, the University of New Brunswick, St. Mary's University, and the University of Prince Edward Island, and is coordinated through the Atlantic Research Training Centre (ARTC). The degree program provides knowledge and skills necessary to tackle complex health policy issues and contribute to the future of health services in Atlantic Canada.</u></p> <p><u>A) PROGRAM REQUIREMENTS</u> <u>Students complete three compulsory courses and attend three themed workshops, three elective courses, and a thesis.</u></p> <p><u>Compulsory Courses</u> <u>AHS 6003 - Research & Evaluation Design and Methods</u> <u>AHS 6004 - Determinants of Health: Healthy Public Policy</u> <u>AHS 6008 - Advanced Qualitative Methods OR</u></p>
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	<p><u>AHS 6009 - Advanced Quantitative Methods</u> <u>Three themed workshops (scheduled throughout the degree program)</u></p> <p><u>Elective Courses</u> <u>AHS 6001 - Canadian Health System</u> <u>AHS 6002 - Ethical Foundations of Applied Health Research</u> <u>AHS 6005 - Policy and Decision Making</u> <u>AHS 6007 - Knowledge Transfer and Research Uptake</u> <u>AHS 6110 - Directed Studies</u> <u>AHS 6120 - Work Integrated Learning</u></p> <p><u>Thesis</u> <u>AHS 6010 - Thesis</u></p> <p><u>Review of Progress</u> <u>At the end of each semester, the academic record and progress of each student will be reviewed by the Science Graduate Studies Coordinator. The candidate must maintain a minimum GPA of 3.0 or an average of 75% or higher in order to maintain registration in the program.</u></p> <p><u>B) GRADES SCHEDULE</u> <u>In the courses which comprise a part of the student's program, standings will be reported according to the following schedule of grades:</u></p> <ul style="list-style-type: none"> • <u>First class standing: 80 per cent and higher</u> • <u>Second class standing: 70 to 79.9 per cent inclusive</u> • <u>Pass standing: 60 to 69.9 per cent inclusive</u> • <u>F: a graduate student who receives a grade of less than 60 per cent in any course (graduate or undergraduate, prescribed or additional) is deemed to have failed the course.</u> • <u>INC: students who fail to complete all components of a course, such as assignments, examinations and laboratories, due to circumstances beyond their control (such as illness) may, with the permission of the Professor, Chair and Dean, be granted an amount of time deemed reasonable for the completion of said components. If a student does not complete all the components of a course by the agreed-upon date, normally a grade of F shall replace INC on the transcript. Nevertheless, in cases where the component left incomplete was not a requirement for passing the course and where the student already has earned a passing grade without completing the component, the passing grade shall be</u>
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	<p><u>submitted and shall replace INC on the transcript.</u></p> <ul style="list-style-type: none"> • <u>AUD: an “audited” course (additional courses only)</u> • <u>DISC: discontinued with permission</u> <p><u>C) THE THESIS</u></p> <p><u>Research</u></p> <p><u>Normally, the equivalent of 12 months of continuous study must be devoted to research in fulfilment of the thesis requirement. In order to complete the degree within a reasonable time frame, the research topic should be identified and approved by the Supervisory Committee by the second semester of the students' program. Research involving human subjects must be approved by the University's Research Ethics Board. Students will prepare a thesis proposal that outlines the particular area to be investigated. Normally this will happen during the first year of the program. An academic defence is required and, in addition, students will make a public presentation of their thesis research. Supervisory Committee</u></p> <p><u>The supervisory committee is composed of the supervisor (or co-supervisors) who are graduate faculty, and at least two other graduate faculty members. All members of the supervisory committee are expected to participate actively in the student program.</u></p> <p><u>Thesis</u></p> <p><u>Each candidate for the degree of Master of Applied Health Services Research is required to submit a thesis based upon research conducted under supervision as described in this section of the calendar. The thesis must demonstrate the student's mastery of skills and show potential for original and independent research. General specifications as to paper, format, order, and binding are available from the Science Graduate Studies Coordinator.</u></p> <p><u>The student should consult frequently with the Supervisor and the Supervisory Committee when preparing the thesis. The final draft of the thesis, after it has been approved by all members of the Supervisory Committee, is sent for examination to the members of the Master's Examination Committee (see below).</u></p> <p><u>The Master's Examination</u></p> <p><u>The final oral examination, devoted chiefly to the defence of the thesis, is an examination identified as the Master's Examination and carried out by the Master's Examination Committee.</u></p> <p><u>The Science Graduate Coordinator selects the</u></p>
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	<p><u>Examination Committee at the request of the Supervisor. The Examination is normally open to the public; however, members of the audience may only question the candidate upon invitation of the Chair of the Committee.</u></p> <p><u>The Examination is passed and the thesis approved if there is no more than one negative vote, an abstention being regarded as a negative vote. The Science Graduate Studies Coordinator records the result as "unsatisfactory" or "satisfactory." If the result is "unsatisfactory," the candidate may be given the opportunity by the Master's Examination Committee of a second attempt. A second "unsatisfactory" result will terminate candidacy at this university.</u></p> <p><u>The Master's Examination Committee normally consists of five members as follows:</u></p> <ul style="list-style-type: none"> • <u>Three members of the Supervisory Committee, including the Supervisor of the candidate's research;</u> • <u>One member of the area of specialization but from a department other than that of the student's supervisor. This external examiner may be from the University of Prince Edward Island, or from another University or Research Institute, as is deemed appropriate;</u> • <u>The Coordinator of Graduate Studies (or designate), who will Chair the Master's Examination Committee.</u> <p><u>Submission of Thesis</u></p> <p><u>Following the Master's Examination, the candidate, if successful, arranges for the preparation of the thesis in final form, and for its submission to the Science Graduate Studies Coordinator. The thesis in final form must include any corrections or revisions indicated during the Examination. Approval of the thesis takes the form of a Certificate of Approval, signed by the Examination Committee. The Graduate Studies Coordinator for Science must inform in writing the Registrar's Office when the student has fulfilled all requirements of the degree.</u></p> <p><u>Copyright Provision</u></p> <p><u>Copies of the thesis shall have on the title page the words, "In partial fulfilment of requirements for the degree of Master of Applied Health Services Research." The international copyright notice, which consists of three elements in the same line - the letter "C" enclosed in a circle; the name of the copyright owner (the student); and the year - should appear as a bottom line on the title page of the thesis.</u></p>
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	<p><u>Retention/Maintenance of Records</u> <u>In the interests of good scholarly practice and in order to substantiate claims of intellectual property, graduate students should keep complete, dated records of their research. These records may be in the form of bound notebooks, log books, or other documentation, as appropriate to the discipline. Students should also retain copies of significant drafts and notes, and of all material submitted for evaluation, presentation, publication, or by the way of informal contribution to collaborative research projects. They must also ensure that raw data and other research results should remain accessible at all times to all other members of any collaborative research activity.</u></p> <p><u>Unacceptable Thesis</u> <u>If a candidate is unable to prepare an acceptable thesis, the Supervisory Committee will report this to the Science Graduate Coordinator (sending to the student a copy of the report).</u></p> <p><u>Transcripts of Records</u> <u>Official transcripts of the student's academic record are available through the Registrar's Office. Transcripts will be sent to other universities, to prospective employers, or to others outside the University only upon formal request by the student.</u></p> <p><u>D) GRADUATE COURSES</u> <u>AHS 6001 CANADIAN HEALTH SYSTEM</u> <u>This course proposes to give an overview of the history of the Canadian Health System and its current organization, as well as an overview of other international health system models. The key concepts that will be explored in the Canadian Health System include legislation, institutions, funding structures, human resources, and guiding values. Other issues examined will be the factors affecting health services utilization, the measurement of health outcomes and their use for accountability, and a review of health information systems in Canada and the structures and instruments within them. Finally, current issues and trends relating to the Canadian Health Care system will be reviewed.</u> <u>HOURS OF CREDIT: 3</u></p> <p><u>AHS 6002 ETHICAL FOUNDATIONS OF APPLIED HEALTH RESEARCH</u> <u>This course will acquaint students with the ethical basis of health research, as well as the substantive issues that arise at the macro, meso, and micro levels in the design</u></p>
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	<p>and conduct of research. A variety of approaches to ethical decision- making will be surveyed, with particular attention given to how various approaches might apply in the context of Atlantic Canada. Standard topics will be explored in this course, such as informed consent, privacy and confidentiality of health information, and conflicts of interest. Special attention will be given to issues of rural/urban split, respect for the integrity of communities, and the potential abuse of expert or professional authority. <u>HOURS OF CREDIT: 3</u></p> <p><u>AHS 6003 RESEARCH & EVALUATION DESIGN AND METHODS</u> <u>In this course, students will become familiar with the research process, with the basic aim of developing skills to critically evaluate the work of others and to understand possible approaches in the design of their own research projects. The initial emphasis in the course will be on formulating research questions and determining strategies that may be used to address a particular research theme. As the course unfolds, the approach will switch to understanding how various qualitative and quantitative research techniques may be used to address research questions that the students have posed. HOURS OF CREDIT: 3</u></p> <p><u>AHS 6004 DETERMINANTS OF HEALTH: HEALTHY PUBLIC POLICY</u> <u>This course will explore the development of the philosophy of the determinants of health, and identify the determinants of health and their relationship with health status. As the course unfolds, students will gain an understanding of the philosophical underpinnings, as well as understanding their inter-relationships. An understanding of the complexity of developing healthy public policy that addresses multiple determinants of health will be developed by students, as well as the consideration of the implications of policy from the perspective of the determinants of health. HOURS OF CREDIT: 3</u></p> <p><u>AHS 6005 POLICY AND DECISION-MAKING</u> <u>In this course, students will explore the process of how Canadian Health Policy is developed, implemented, and evaluated. This course will also assist in building skills in the areas of research approach, critical appraisal, policy synthesis, and briefing notes. The course will follow a case-based approach to understand the implications of political, social, ethical, and economic policy. HOURS OF CREDIT: 3</u></p>
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	<p><u>AHS 6007 KNOWLEDGE TRANSFER AND RESEARCH UPTAKE</u> This course will explore the facilitators and barriers of <u>using evidence in decision-making</u>, as well as <u>developing the students' understanding of the conceptual, philosophical, and theoretical underpinnings of knowledge transfer and research uptake</u>. Students will also learn how to create ongoing/sustainable linkages with decision-makers and how to share research findings with academic and non-academic audiences. The course strengthens the program by providing students with skills to interact with stakeholders and facilitate the use of evidence in decision-making. Topics explored include Evidence-Based Decision-Making—barriers and facilitators, and why evidence is not used in decision-making. The course will look at how to encourage decision-makers to use research evidence through behavioural change, social marketing, and sustainable linkages. <u>HOURS OF CREDIT: 3</u></p> <p><u>AHS 6008 ADVANCED QUALITATIVE METHODS</u> In this course, students will gain an understanding of the use of qualitative research methods in applied health research. Students' skills will be developed in the analysis of qualitative data, grant-proposal writing using qualitative data, and the critique of qualitative research. Topics explored include issues in qualitative approaches such as subjects/participants, ethical issues, representativeness, data trustworthiness, bias/perspective, researcher as an instrument, the designing of an analysis template, concurrent/non-current, and ethnography. Other topics explored include theoretical approaches to analysis, such as conflict analysis, feminist, deconstructionist, thematic analysis, participatory action research, grounded theory, and case studies. <u>HOURS OF CREDIT: 3</u></p> <p><u>AHS 6009 ADVANCED QUANTITATIVE METHODS</u> This course will expose students to a variety of more advanced quantitative and statistical approaches to research methodology. The two main purposes of the course are to provide students with the tools to conduct advanced quantitative empirical research, and to further develop their ability to critically evaluate the work of others. Students will learn to examine issues and develop research strategies to begin to identify and answer important topics that need to be researched, and students will design a realistic appraisal of what can and cannot be achieved, given resource constraints.</p>
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	<p><u>HOURS OF CREDIT: 3</u></p> <p><u>AHS 6100 THESIS</u> <u>Each student in the Master of Applied Health Services Research program is required, under the supervision of a Faculty Advisor and Thesis Committee, to write a thesis based on research into an approved topic. It must demonstrate the candidate's ability to conduct original independent work, and include a critical evaluation of the principal works published on the subject of the thesis. It should make an original contribution to the body of knowledge in that field of study.</u> <u>PREREQUISITE: Admission to the Master of Applied Health Services Research program</u> <u>HOURS OF CREDIT: 6</u></p> <p><u>AHS 6110 DIRECTED STUDIES</u> <u>Students independently pursue an area of interest under the supervision of a faculty member. This study can include an extensive review of literature, the collection of new data, and/or analysis of existing data. Expected outcomes include a written report and seminar in the subject area. Topics must not be a part of the student's thesis research although they may be in a complementary area.</u></p> <p><u>AHS 6120 WORK INTEGRATED LEARNING</u> <u>Students may undertake a four-month research residency with a decision-making organization. The residency is designed to provide hands-on research and decision-making experience, and to develop an understanding of how knowledge is transferred between the academic community and decision-makers.</u> <u>PREREQUISITE: Admission to the Master of Applied Health Services Research program</u> <u>HOURS OF CREDIT: 3</u></p>
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Rationale for Change: To update the content for changes to the program since its inception. To match the other course numbers being used for the MAHSR program.

Effective Date: May 2019

Implications for Other Programs: None

Impact on Students Currently Enrolled: None. Intake into the program was suspended in 2017-2018.

Authorization	Date
Departmental Approval: N/A	N/A
Faculty/School Approval: Science Council	March 15, 2018
Faculty Dean's Approval: Kathy Gottschall-Pass, Interim Dean of Science	March 15, 2018
Graduate Studies Dean's Approval: Larry Hammell	March 28, 2018
Registrar's Office Approval: Pam McGuigan	April 10, 2018
APCC Meeting Date Approval	April 17, 2018