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11-24-2009

Agenda: Business Graduate Curriculum & Policy Committee, November 24, 2009

Medy Espiritu Mrs.
McMaster University School of Graduate Studies, espiritu@mcmaster.ca

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November 20, 2009

To : Members of the Faculty of Business Graduate Curriculum and Policy Committee

From : Medy Espiritu
Assistant Secretary and SynApps System Administrator

The next meeting of the Faculty of Business Graduate Curriculum and Policy Committee will be held on **Tuesday, November 24, 2009** at **9:00 a.m.** in **DSB-510**.

Listed below are the agenda items for discussion.

Should you be unable to attend this meeting, please call extension 24204 or email espiritu@mcmaster.ca.

A G E N D A

I. Minutes of the meetings of October 21, 2008 and February 4, 2009

II. Business Arising

III. Curriculum Revisions for the M.Sc. eHealth Program
- Admission Requirements
- Program Completion Time
-Cross listing of courses:
C721, C722, K723, K724, K725, K731, K736, K737, K792, O734, P727
- Changes to calendar copy

IV. MBA Work Term Duration Change

V. Ph.D. Program Qualifications – change to calendar copy

VI. Other Business

JOINT MEETING
FACULTY OF BUSINESS GRADUATE CURRICULUM AND POLICY COMMITTEE
JOINT FACULTIES OF HUMANITIES AND SOCIAL SCIENCES GRADUATE CURRICULUM AND POLICY COMMITTEE

OCTOBER 21, 2008, 3:00 P.M.
MUSC-318

PRESENT:

Faculty of Business: Dr. M. Head (Chair), Dr. B. Detlor, Dr. D. Mountain, Dr. M. Parlar, Dr. K. Tasa

Joint Faculties of Humanities and Social Sciences: Dr. D. Goellnicht (Chair), Mr. R. Collier, Ms. N. DiDomenico, Dr. T. Fetner, Dr. B. Kaczynski, Dr. G. Kehler, Dr. M. Kliffer, Dr. S. Watt, Dr. P. Widdicombe, Dr. D. Wright, Dr. C. Yates

Mr. J. Scime (Secretary), Mrs. M. Espiritu (Assistant Secretary)

BY INVITATION: Dr. N. Archer, Dr. A. Baumann, Ms. L. Kennedy, Dr. G. Randall

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Dr. Head chaired the joint meeting of the Faculty of Business Graduate Curriculum and Policy Committee and the Joint Faculties of Humanities and Social Sciences Graduate Curriculum and Policy Committee to discuss approval of the proposed M.Sc. in Global Health Program.

I M.Sc. in Global Health

Dr. Head invited Drs. Baumann and Archer to discuss the proposed M.Sc. in Global Health program. Dr. Baumann explained that the proposed Master's is a collaborative program between McMaster University and Maastricht University in the Netherlands. At McMaster, the Faculty of Health Sciences, the DeGroote School of Business, and the Faculty of Social Sciences will be involved in the program. Dr. Baumann briefly discussed financial support for the students in the program: they will be encouraged to apply to relevant external scholarships such as CIHR, SSHRCC, and OGS. Students can also apply for travel scholarships that will be awarded based on merit. Dr. Baumann added that they are currently looking for additional external funding for the proposed program.

Dr. Archer reviewed the document and explained that there are three fields in the program: 1) Globalization and Development, which focuses on cultural, political, social, and economic globalizing processes and how they affect economic development, health, and education in developing and under-developed countries; 2) Global Health Management which focuses on management and policy skills; and 3) Global Diseases, which involves the study of endemic tropical diseases and other diseases affecting under-developed countries. Dr. Archer said the proposed program is expected to admit only full time students in September 2009. He added that the duration of the program is one year, and that it will be a terminal degree for a majority of McMaster students—with the exception of a few who may choose to complete a Ph.D. degree.

Dr. Archer further explained that McMaster's admission target is 25 students beginning in the Fall, composing of 20% thesis students, with the remaining students choosing the course-project option. Referring to Table 2, Dr. Archer briefly explained the list of courses that will be available to the students at McMaster.

Dr. Detlor moved, and Mr. Collier seconded,

"that the Joint Faculties of Humanities and Social Sciences Graduate Curriculum and Policy Committee, and the Faculty of Business Graduate Curriculum and Policy Committee approve the proposed M.Sc. in Global Health program, as described in the document."

Discussion ensued and the following issues were raised: 1) the list of courses should be discussed with relevant instructors, chairs/directors, and deans (Humanities and Social Sciences) to ensure that there is consensus regarding what courses will be offered in the program—in particular, Globalization 706 and 764, and HRM 748; 2) the list of core faculty members should be discussed/clarified with the relevant faculty members and deans; and 3) the issue of visa student bursaries should be clarified, i.e., whether the payment of such bursaries will be the responsibility of the Faculty of Health Sciences.

The motion was **carried** for the Faculty of Business Graduate Curriculum and Policy Committee. Dr. Head commented that the Faculty of Business supports the new program, and the concern regarding resources will not have a negative impact on her Faculty.

The Joint Faculties of Humanities and Social Sciences Graduate Curriculum and Policy Committee decided to table discussion and approval of the program until the issues raised by the members have been addressed.

The members of the Joint Faculties of Humanities and Social Sciences Graduate Curriculum and Policy Committee then withdrew from the meeting.

II. Minutes of the meeting of May 7, 2009

The minutes of the meeting of May 7, 2008 were approved on a motion by Dr. Detlor, seconded by Dr. Tasa.

III. M.Sc. in Health Management

Dr. Randall explained that the proposed M.Sc. in Health Management program is a collaboration between the School of Business and the School of Rehabilitation Science. He said that there is a need for this type of degree program for health professionals who wish to acquire a broader knowledge of the Canadian health care policy development, service delivery environment, and core management skills.

In response to a question, Dr. Randall said the program would target currently employed health professionals who are not interested in full-time studies. He added that students would be

required to complete five core courses, one elective course, and two scholarly papers. He further said that the program will offer currently existing courses either in the online M.Sc. Rehabilitation or the MBA program.

Dr. Tasa moved, and Dr. Detlor seconded,

"that the Faculty of Business Graduate Curriculum and Policy Committee approve the proposed M.Sc. in Health Management, as described in the document."

The motion was **carried**.

IV. Allowing MBA students to take 400-level Commerce courses recognized for Professional Accounting designations as credits for 700-level MBA courses

Dr. Head briefly explained that a number of MBA students in the Accounting and Financial Management Services and the Management Accounting specializations have expressed concerns that not all courses required for professional accounting designations (CA, CMA, and CGS) are available due to low student enrolment. She then referred to the document outlining a proposed solution to the issue at hand.

Motion outlined in the document:
"That MBA students be allowed to take 400-level Commerce courses as credits for 700-level MBA courses when these courses are recognized as equivalents for professional accounting designations and enrolments in 700-level MBA courses are low. The evaluative components should differ between the MBA students and the Commerce students, where MBA students are required to complete additional work."

Discussion ensued and the committee recommended the following revisions: 1) that MBA students be required to complete additional work with a research component; 2) no more than one third of the graduate courses taken by students will be combined with 400-level Commerce courses; and 3) the courses affected by the change should be listed in the proposal.

The motion was **carried**.

V. Increasing the number of MBA waivers allowed for Commerce graduates

Dr. Head explained that undergraduate students in the Commerce program have expressed concerns regarding the limited number of course waivers available to them. While the accelerated program allows Commerce graduates to proceed directly to the second year MBA program, Commerce students wishing to pursue the Co-op must complete twice as many courses as in the accelerated program. However, she said students can only waive up to 4 of their 600-level courses, thereby limiting their options to take courses that provide new content and challenges during their first year in the program.

Motion outlined in the document:
"To increase the number of MBA course waivers from a maximum of two courses per term in the first year to a maximum of three courses per term in the first year."

After the discussion, the overall suggestion made by members of the committee was to remove the maximum course waiver to allow students more flexibility in choosing courses.

The motion was then replaced as follows:

"To remove the maximum waiver clause in the MBA course waiver policy."

The motion was **carried**.

VI. *Ad hoc* MBA Curriculum Committee

Dr. Head explained that there is a plan to create an *ad hoc* committee to discuss the MBA curriculum (i.e. how the MBA program is compared with other universities etc.) She said she will be sending out an email to solicit membership for this committee and invited the curriculum committee members, if they are interested, to join the *ad hoc* committee. Dr Head will discuss the progress of the *ad hoc* committee at future meetings.

There was no other business and the meeting adjourned at 4:35 p.m.

FACULTY OF BUSINESS GRADUATE CURRICULUM AND POLICY COMMITTEE
FEBRUARY 4, 2009, 9:30 A.M.
MUSC-220

PRESENT: Dr. M. Head (Chair), Dr. D. Goellnicht, Dr. K. Hassanein, Dr. D. Mountain, Dr. K. Nainar, Dr. M. Parlar, Mr. J. Scime (Secretary), Dr. K. Tasa, Mr. S. Way

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I. MBA Curriculum Proposals from the Information Systems Area

Dr. Head presented the proposal to remove A600 and M600 as prerequisites to course K724 – eBusiness Strategies, and to change the description for K723 – Data Mining and Business Intelligence.

Dr. Nainar moved, and Dr. Tasa seconded,

"that the Faculty of Business Graduate Curriculum and Policy Committee approve the proposed changes for courses K724 and K723, as outlined in the documents."

The motion was **carried**.

II. MBA Curriculum Proposals from the Strategic Market Leadership and Health Services Management

The Strategic Market Leadership and Health Services Management area has proposed the following curriculum changes:

- Cancellation of P741 – New Venture Creation
- Change in course description and prerequisites for P715 – Entrepreneurship

Dr. Tasa moved, and Dr. Parlar seconded,

"that the Faculty of Business Graduate Curriculum and Policy Committee approve the cancellation of P741 and the change in description and prerequisites for P715, as described in the documents."

The motion was **carried**.

III. MBA Curriculum Proposals from the Finance and Business Economics Area

The Finance and Business Economics Area has recommended the following new courses:

F717 – Financial Statement Analysis
F727 – Working Capital Management
F730 – Pension, Retirement and Estate Planning
F731 – Insurance and Risk Management

F732 – Personal Financial Planning and Advising
F734 – Real Estate Finance and Investment

Dr. Mountain moved, and Dr. Tasa seconded,

"that the Faculty of Business Graduate Curriculum and Policy Committee approve the new courses F717, F727, F730, F731, F732, and F734, as outlined in the documents."

Dr. Head said F717 is currently offered as Business A750 and F768. These two courses will be consolidated as F717 in order to conserve resources. She added that F717 focuses on the analysis and interpretation of financial statements and is intended for students pursuing careers in accounting as financial analysts. Dr. Head explained that F727 was offered on Dean's approval in 2007 and 2008. Since the course was well-received, it was decided to offer it on a regular basis. Dr. Head explained that F730 covers the issues affecting financial needs at retirement such as: inflation and taxation, ways of savings for retirement, withdrawing savings at retirement, and ensuring assets are distributed for the benefit of the heirs. Dr. Head said F732 was offered on Dean's approval in 2008, and the course addresses knowledge and skills required for careers in the retail sector of the financial services industry. Course F732 integrates other courses that are taken to prepare for the Certified Financial Planner examination. Dr. Head explained that F731 covers different types of insurance, including life, health and disability, home, property and automobile insurance. The course also covers methods of calculating insurance needs as well as risk exposures and how risk issues are addressed. Dr. Head said F734 is geared toward students who wish to develop skills in real estate finance and investment.

The motion was **carried**.

IV. Proposal to Modify the MBA Deferred Examination Procedure

Dr. Head explained that the current procedure becomes time-consuming if there are several students writing different deferred exams, and it is also difficult to arrange rooms and obtain invigilators. She added that students are not satisfied with the process because instructors are not in attendance to answer questions. There was a suggestion to align the procedure with the undergraduate process. Dr. Head said she will meet with the Academic Programs Office to discuss possible options to address the issue. She will then bring the agenda back to the table after her meeting with the academic office.

There was no other business and the meeting adjourned at 10:15 a.m.

October 28, 2009

To: DeGroote School of Business Graduate Curriculum Committee

From: Norm Archer

Re: Proposed Changes to the MSc eHealth Program

The attached documentation relates to proposed changes to the MSc eHealth program, as it is currently listed in the 2009-10 School of Graduate Studies calendar. The changes are all reflected in the attached revised calendar description. Here are the proposed changes:

1. Admission Requirements Due to the need to ensure that students entering this program have the appropriate background in computer science, the admission requirements have been changed. The following requirements have been inserted in this section to ensure that students satisfy this requirement:

> ….Students will not be admitted to the program unless they can present evidence that they have taken a minimum of two computer science – related courses at the undergraduate level. At least one of these courses must have involved computer programming…..
>
> All students admitted to the program must pass a background test in information technology (IT) before taking the required course eHealth 757. Students preparing for this test will be provided with study materials and, where possible and appropriate, tutorial assistance.

2. Program Completion Time Due to the fact that all full time students must complete an eight month internship within their programs, it is unfair to expect thesis students to complete their research and submit their theses in 20 months. Therefore, this time has been extended to 24 months. The section Degree Options and Internship, first sentence of the second paragraph, has now been changed to read

> Students taking the thesis option are expected to complete their programs and submit their research theses within 24 months of registration.

3. Course Cross-Listing Cross-listing of courses from several departments that are suitable for eHealth students has been undertaken. There is an associated re-numbering of these courses as eHealth courses for the eHealth Program in the Graduate Calendar. This will, of course, have no impact on the courses and their names as listed for their home departments. The cross-listed courses are shown in the proposed revision. There are 11 from the DeGroote School of Business (one is a required MSc eHealth course), 8 from the Computing and Software Department (one is a required MSc eHealth course), one from the Health Research Methodology (HRM) program (the required MSc eHealth course HRM 724)) in the Clinical Epidemiology and Biostatistics

(CE&B) Department, and one from Nursing. Please note that the CE&B Department has also agreed, rather than cross listing specific HRM courses, that eHealth students will be allowed to take any of the courses listed in their HRM program as electives, with the exception of HRM 724. Students can also take other courses not listed here as electives, provided that they obtain permission from the eHealth program to do so.

For those departments under the jurisdiction of your committee, The School of Graduate Studies form "Recommendation for Change in Graduate Curriculum – For Change(s) Involving Graduate Courses" for each of the proposed course changes is attached.

Also attached are e-mails from all the departments offering these cross-listed courses, confirming support for the cross-listing proposals.

4. Minor Changes There are multiple minor changes, including:

- updates to the listing for participating faculty members (all were consulted to confirm their continuing interest in participating in the program)
- change in program contact telephone number
- etc.

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Health Policy Analysis			
COURSE NUMBER	C721	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	G. Randall			
PREREQUISITE(S)				

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 721 Health Policy Analysis in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: This course will examine the field of health policy analysis with particular emphasis on clinical, administrative and government policy. After establishing a framework by which to analyze policy – which will include consideration of stakeholders, pressure groups, values, institutions, and the media – various tools will be studied as means of formulating and evaluating policy. Techniques from business, political science, economics, sociology, epidemiology, and history will be used. Specific policy topics will be presented as illustrations of this management art.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

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

No change

2. EXPECTED ENROLMENT:

Expected increase due to cross listing as eHealth 721 is from 0 to 3 students each year

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

No change

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

No change

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

No. This is a request to cross list the course as eHealth 721 Health Policy Analysis in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.

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

Yes, but eHealth students will be a minor proportion of total enrolment of the course

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Glen Randall Email: randalg Extension: 26191 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

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2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Management of Population Health			
COURSE NUMBER	C722	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	C. Longo			
PREREQUISITE(S)				

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 722 Management of Population Health in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: The Management of Population Health takes a meta-approach to health issues focusing on strategies to improve health and well-being while controlling costs. Several frameworks will be critiqued and concepts studied will include, but will not be limited to, the correlates of the health of different populations, the stages of the life cycle, the burden of illness for society, contagions and public health, the congruence between evidence and policy, prevention, community action, and the development of students' critical appraisal skills.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: Expected increase due to cross listing as eHealth 722 is from 0 to 3 students each year
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 722 Management of Population Health in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes, but eHealth students will be a minor proportion of total enrolment of the course
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Chris Longol Email: clongo Extension: 23896 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Data Mining and Business Intelligence			
COURSE NUMBER	K723	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	Y. Yuan			
PREREQUISITE(S)	K603			

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 723 Data Mining and Business Intelligence in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: Data mining is the discovery of hidden information from historical data. With data mining, it is possible to better manage product warranties, predict purchases of retail stock, unearth fraud, determine credit risk, and define new products and services. This course introduces basic data mining technologies and their use for business intelligence. Students will learn how to analyze the business needs for knowledge discovery in order to create competitive advantages and to apply data mining technologies appropriately in order to realize their real business value. Student will also learn through hands-on practice with SAP software "Business Intelligence" and "Strategic Enterprise Management" systems. This course is suitable for MBA students with interests in IS, finance, marketing, operational management, and healthcare management. Students can use this course towards 3-course requirements for eligibility to obtain SAP-Certification in "Business Integration" through McMaster-SAP University Alliance program.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

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

No change

2. EXPECTED ENROLMENT:

Expected increase due to cross listing as eHealth 723 is from 0 to 3 students each year

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

No change

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

No change

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

No. This is a request to cross list the course as eHealth 723 Data Mining and Business Intelligence in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.

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

Yes, but eHealth students will be a minor proportion of total enrolment of the course

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Yufei Yuan Email: yuanyuf Extension: 23982 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

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3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	EBusiness Strategies			
COURSE NUMBER	K724	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	K. Hassanein			
PREREQUISITE(S)	K603			

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 726 eBusiness Strategies in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: The goal of this course is to prepare students to become effective managers and strategists in the area of eBusiness. Along these lines the course focuses on the various elements of eBusiness strategy including identifying and evaluating market opportunities, exploring the various business models that are being used in the networked economy, and gaining an understanding of the guiding principles behind the design and strategy of successful customer Web interfaces. The course will also explore issues related to branding in an eBusiness environment as well as exposing students to issues related to effectively implementing online strategies and how to use metrics to assess the health of an eBusiness. Learning in this course is accomplished through a combination of lectures, guest speakers, case analysis, and a student group term project.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: Expected increase due to cross listing as eHealth 726 is from 0 to 3 students each year
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 726 eBusiness Strategies in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes, but eHealth students will be a minor proportion of total enrolment of the course
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Khaled Hassanein Email: hassank Extension: 23956 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Business Process Reengineering			
COURSE NUMBER	K725	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	A. Montazemi			
PREREQUISITE(S)	K603			

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 725 Business Process Reengineering in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: The objective of this course is to demonstrate, directly and by case studies, the relationships between business processes and the information systems, human resources, and organizational capabilities that support the performance of the processes. Students also become acquainted with the competitive and strategic context for reengineering and with the use of ERP (SAP) software for integration of processes throughout the organization. Tools for dataflow analysis and balancing corporate corecards are introduced to enable students to analyze intra-organizational information retrieval through system analysis and design. This course can be used toward SAP Certificate in Business Integration.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: Expected increase due to cross listing as eHealth 725 is from 0 to 3 students each year
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 725 Business Process Reengineering in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes, but eHealth students will be a minor proportion of total enrolment of the course
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Ali Montazemi Email: montazem Extension: 27434 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Project Management			
COURSE NUMBER	K731	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	J. Tan			
PREREQUISITE(S)	K603			

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 731 Project Management in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: The role of project management in a cross section of applications such as information technology, product development, and construction is emphasized. Topics covered include project types, life cycles, project attribute estimation, and project portfolio evaluation and selection. Management issues related to planning, organization, project manager selection, subcontracting, scheduling, resource allocation, and project monitoring and control are discussed. The Microsoft Project software tool will be introduced for project scheduling and management. Special topics addressed include installation of ERP systems such as SAP, management of virtual project groups at remote sites through network communications, and project implementation of systems in highly advanced and/or disruptive technologies, such as eBusiness. The course includes relevant case studies, student projects, and presentations by invited speakers.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: Expected increase due to cross listing as eHealth 731 is from 0 to 5 students each year
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 731 Project Management in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes, but eHealth students will be a minor proportion of total enrolment of the course
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Joseph Tan Email: XX Extension: YY Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Management Issues in eHealth			
COURSE NUMBER	K736	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	N. Archer			
PREREQUISITE(S)	K603 or equivalent			

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	Y	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 736 Management Issues in eHealth in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

Minor Changes. Poposed Description: This course covers a number of topics relevant to the management of electronic health systems. These topics will be presented in an integrated manner that will promote an understanding of health system governance, accountability, risk analysis, management, legal and regulatory standards, and policies. It will demonstrate real issues by focusing on a team-based case study through much of the course that covers the life cycle process of managing a project to implement an eHealth system, beginning with needs analysis and ending with implementation and maintenance.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: This is a required course in the eHealth program. The majority of the annual enrolment is from eHealth students, and ranges from 15 to 25..
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 736 Management Issues in eHealth in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes. It is a required course in the M.Sc. eHealth program
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Norm Archer Email: archer Extension: 23944 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Cases in eBusiness, Innovation, and Entrepreneurship			
COURSE NUMBER	K737	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	K. Hassanein			
PREREQUISITE(S)	K603, A600, and M600			

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 737 Cases in eBusiness, Innovation, and Entrepreneurship in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: This course will give MBA students from all business disciplines an opportunity to develop skills in analyzing and formulating strategies in managerial contexts involving eBusiness, innovation, entrepreneurship and commercialization of new products/services. The course will also focus on developing business presentation skills for students. The learning objectives of this course are accomplished by having teams of students repeatedly analyze and present different cases and receive detailed feedback following each presentation. Cases are carefully selected to expose students to a variety of situations involving eBusiness initiatives, and innovative technologies in start ups as well as in established firms in various industries.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: Expected increase due to cross listing as eHealth 737 is from 0 to 3 students each year
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 737 Cases in eBusiness, Innovation, and Entrepreneurship in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes, but eHealth students will be a minor proportion of total enrolment of the course
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Khaled Hassanein Email: hassank Extension: 23956 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Security, Privacy, and Trust in eBusiness			
COURSE NUMBER	K792	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	Y. Yuan			
PREREQUISITE(S)				

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 792 Security, Privacy, and Trust in eBusiness in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: This course discusses important security, privacy, and trust issues and addresses them from business, technology, and government regulation perspectives. Students are required to make seminar presentations and write a research paper on selected topics.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

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

No change

2. EXPECTED ENROLMENT:

Expected increase due to cross listing as eHealth 792 is from 0 to 3 students each year

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

No change

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

No change

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

No. This is a request to cross list the course as eHealth 792 Security, Privacy and Trust in eBusiness in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.

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

Yes, but eHealth students will be a minor proportion of total enrolment of the course

PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Yufei Yuan Email: yuanyuf Extension: 23982 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Supply Chain Management			
COURSE NUMBER	O734	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	E. Hassini			
PREREQUISITE(S)	K603 and O600			

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 734 Supply Chain Management in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: In this course students will be introduced to tools and knowledge that will allow them to develop strategies and models to effectively manage the flow of material, cash, and information throughout a supply chain. Some of the topics to be discussed include network design, inventory management, coordination and information sharing, and performance measures. Several company case studies will be discussed. SAP's Advanced Planner and Optimizer (APO) software package as well as relevant supply chain components of SAP's enterprise resource planning system will be demonstrated in class. This course can be used towards SAP Certification in Business Integration.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: Expected increase due to cross listing as eHealth 734 is from 0 to 3 students each year
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 734 Supply Chain Management in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes, but eHealth students will be a minor proportion of total enrolment of the course
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Elkafi Hassini Email: hassini Extension: 27467 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** course changes. All sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT/PROGRAM	BUSINESS			
COURSE TITLE	Strategic Knowledge Management			
COURSE NUMBER	P727	**COURSE CREDIT**		
		FULL COURSE ( )	**HALF COURSE (X)**	**QUARTER (MODULE) ( )**
INSTRUCTOR(S)	N. Bontis			
PREREQUISITE(S)				

NATURE OF RECOMMENDATION ***(PLEASE CHECK APPROPRIATE BOX)***

NEW COURSE		**DATE TO BE OFFERED:**	**WAS THE PROPOSED COURSE OFFERED ON DEAN'S APPROVAL? IF YES, PROVIDE THE DATE:**

WILL THE COURSE BE CROSS-LISTED WITH ANOTHER DEPARTMENT? YES **IF YES, ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). NOTE: CROSS-LISTING OF COURSES REQUIRES APPROVAL FROM EACH DEPARTMENT AND FACULTY CONCERNED.**

CHANGE IN COURSE TITLE		**PROVIDE THE CURRENT COURSE TITLE:**			
CHANGE IN COURSE DESCRIPTION	N	**600-LEVEL COURSE** ***(Undergraduate course for graduate credit) Please see #4 on page 2 of this form***			
CHANGE TO FULL COURSE		**CHANGE TO HALF COURSE**		**CHANGE TO QUARTER COURSE**	
COURSE CANCELLATION		**PROVIDE THE REASON FOR COURSE CANCELLATION:**			
OTHER	Y	**EXPLAIN:** To cross list this course as eHealth 727 Strategic Knowledge Management in the MSc eHealth program.			

BRIEF DESCRIPTION FOR CALENDAR - Provide a brief description *(maximum 6 lines)* to be included in the Graduate Calendar.

No Change. Current Description: This course will provide the content and skills necessary for students to strategically manage individual, group, and organizational knowledge assets. The course content is drawn from multi-functional literatures including human resources, accounting, finance, strategy, marketing, and information systems. This cross-disciplinary approach will provide students with a holistic overview of a variety of management domains including knowledge management, intellectual capital, and organizational learning. Most importantly, theoretical conceptualizations will be transformed into practical implications that can be utilized immediately in the workplace environment.

CONTENT/RATIONALE - Provide a brief description, i.e., outline the topics or major sub-topics, and indicate the principal texts to be used.

N/A

1. STATEMENT OF PURPOSE (How does the course fit into the department's program?) No change
2. EXPECTED ENROLMENT: Expected increase due to cross listing as eHealth 727 is from 0 to 3 students each year
3. DESCRIBE IN DETAIL THE METHOD OF PRESENTATION OF COURSE MATERIAL (i.e., lectures, seminars): No change
4. DESCRIBE IN DETAIL THE METHOD OF EVALUATION: (For 600-level course, indicate the <u>Extra Work</u> to be required of graduate students, i.e., exams, essays, etc.) No change
5. TO PREVENT OVERLAP, IS A COURSE IN THE SAME OR A RELATED AREA OFFERED IN ANOTHER DEPARTMENT? IF YES, PLEASE ATTACH TO THIS FORM ANY RELEVANT CORRESPONDENCE WITH THE OTHER DEPARTMENT(S). No. This is a request to cross list the course as eHealth 727 Strategic Knowledge Management in the MSc eHealth Program. This program does not offer any of its own courses, so there is no duplication.
6. IF THE COURSE IS INTENDED PRIMARILY FOR STUDENTS OUTSIDE YOUR DEPARTMENT, DO YOU HAVE THE SUPPORT OF THE DEPARTMENT/PROGRAM CONCERNED? Yes, but eHealth students will be a minor proportion of total enrolment of the course
PLEASE PROVIDE THE CONTACT INFORMATION FOR THE RECOMMENDED CHANGE: Name: Nick Bontis Email: nbontis Extension: 23918 Date: October 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006

Norm Archer

From: Dr. Khaled Hassanein [hassank@mcmaster.ca]
Sent: Wednesday, October 21, 2009 3:03 PM
To: 'Norm Archer'
Subject: RE: Confirming Area Support for Cross Listing

Hello Norm,

The IS Area has met last week and unanimously agreed to the cross listing the suggested IS courses with the eHealth program.

Best regards.

Khaled

Dr. Khaled Hassanein, P.Eng., Ph.D, MBA
Chair, Information Systems Area
Director, McMaster eBusiness Research Centre (MeRC)
Associate Professor of Information Systems
DeGroote School Of Business,
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e-mail: hassank@mcmaster.ca
Web: http://khaledhassanein.ca/

DeGroote School of Business – Operations Management Area

Norm Archer

From: Prakash Abad [abad@mcmaster.ca]
Sent: Friday, October 02, 2009 2:01 PM
To: 'Norm Archer'
Subject: RE: Cross Listing of OM MBA Elective Course in the eHealth Program for the SGS Calendar

Hi Norm:

The OM area concurs in cross-listing O734 as an elective in the eHealth Master's program.

Regards.

Prakash Abad
Chair, Operations management Area, Professor of Management Science
DeGroote School of Business
McMaster University
Hamilton ON L8S 4M4
Tel 905-525-9140 ext 23945
Fax 905-521-8995

Norm Archer

From: Dr. Ashish Pujari [pujarid@mcmaster.ca]
Sent: Tuesday, October 13, 2009 5:14 PM
To: 'Norm Archer'
Subject: RE: Cross Listing of SML & HSM MBA Courses in the eHealth Program for the SGS Calendar

Hello Norm
My apologies for the delay in replying. I approve your proposal of cross-listing three courses- C721, C722 and P727. P727 generally has a lot of students. However, adding 2-3 students from eHealth should not create any issues.

Best regards

Ashish

Dr. Ashish Pujari, Ph.D.
Chairman,
Strategic Market Leadership & Health Services Management Area
and Associate Professor of Marketing
DeGroote School of Business
McMaster University
1280 Main Street West
Hamilton, Ontario
Canada L8S 4M4

Phone: 905.525.9140, extension 27635
Fax: 905.521.8995
email: pujarid@mcmaster.ca
website: http://www.degroote.mcmaster.ca/

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Faculty of Engineering – Computing and Software Department

Norm Archer

From: M. v. Mohrenschildt [mohrens@mcmaster.ca]
Sent: Thursday, October 15, 2009 10:13 AM
To: archer@mcmaster.ca; sartipi@mcmaster.ca; leblanl@mcmaster.ca
Subject: [sartipi@mcmaster.ca: Fwd: Departmental Permisson to Cross List eHealth Courses]
Attachments: eHealthCourses-CrossListing.doc

Hi Norm, Kamran,

Sorry for my slow response on this, busy times:

I attached the courses as modified by Laurie.

First as a general note, while in general there is no problem of cross listing, this will not imply that CAS is required to deliver a cross listed course.

Now on the particular courses:

COMP SCI 6CD3 Distributed Computer Systems NO PROBLEM SFWR ENG 6D03 The Human Computer Interface NO PROBLEM SFWR ENG 6M03 Databases NO PROBLEM COMP SCI 6WW3 Web Systems and Web Computing NO PROBLEM

These are group A courses and can not be cross listed.
The problem is that these courses are full, required a specific background.

COM SFWR 703 Software Design
COM SFWR 704 Embedded Real Time Software Systems

These are group B courses and are not offered often, but no problem of cress listing except the last.

COM SFWR 730 Machine Learning Related AI Topics NO PROBLEM COM SFWR 747 Software Architecture Modeling and Reverse Engineering NO PROBLEM COM SFWR 750 Model-Based Image Reconstruction NO PROBLEM COM SFWR 757 Modern Software Technology for eHealth NO PROBLEM COM SFWR 781 Advanced Topics in Mobile User Interface Design*** THIS ONE CAN NOT BE CORSS LISTED, this number is a place holder for "one time"
grad courses which change every year.

Best Regards, Martin

Faculty of Health Sciences – School of Nursing

From: Black, Margaret [mailto:blackm@mcmaster.ca]
Sent: Thursday, October 15, 2009 7:47 PM
To: Ann McKibbon
Subject: RE: yoru course in eHealth

Hello Ann
I am in agreement that this course is cross-listed with the E-Health program.

Margaret Black, RN, PhD
Assistant Dean, Nursing Graduate Program,
Associate Professor, School of Nursing
McMaster University,
1200 Main St. W., HSC 3H48C,
Hamilton ON L8N 3Z5 Email: blackm@mcmaster.ca
Ph: 905-525-9140 ext 22259 fax: 905-526-7949

From: Ann McKibbon [mailto:mckib@mcmaster.ca]
Sent: Thu 15/10/2009 2:07 PM
To: Black, Margaret; Valaitis, Ruta
Subject: RE: yoru course in eHealth

Marg, thanks for the information. We want to cross list Ruta's NUR708 Information and Communication Technology Applications in Health: Theory and Practice to be eHealth708...

Can you give us permission by email to make this application to the GPCC meeting? I will prepare the forms after I get your permission.

Thanks very much for considering.

A

Ann McKibbon

Director MSc in eHealth

Faculty of Health Sciences – Clinical Epidemiology and Biostatistics Department

From: Steven Hanna [mailto:hannas@mcmaster.ca]
Sent: Friday, October 23, 2009 12:54 PM
To: Ann McKibbon
Cc: Kristina Vukelic
Subject: Re: Finalization of the issue of cross listing courses between eHealth and HRM

Hi Ann,
thanks for your note. It's consistent with my understanding. Certainly, we are agreeable to cross-listing HRM 724. And I'm happy to renew our continuing commitment to offering eHealth students equitable access to all HRM courses as outlined below, notwithstanding that they are not cross-listed.

Please note that the status of eHealth students re: the definition of their "home department" continues to be a source of confusion as we also discussed. This should be resolved as soon as possible.
~Steve

On 23/10/09 8:28 AM, "Ann McKibbon" <mckib@mcmaster.ca> wrote:

Steve, thanks for the clarification calls and emails with respect to cross listing HRM courses with the eHealth program for the next edition of the graduate school calendar. The issue of control and approval of changes to content, format, and other course related issues for cross listed courses is important. I follow with a summary of our conversation so that we leave a paper trail.

I will cross list my HRM 724 course as it is one of the core courses in our eHealth program. It will be cross listed as eHeatlh724.

No other HRM courses will be cross listed for the latest version of the Grad Studies calendar.

As per Brian's direction during his time as chair of CE&B, eHealth students will have access equal to the HRM students to all of the HRM courses including HRM724. HRM students are certainly welcome and have the same access to HRM724.

Please get back to me with changes to the above content or your approval. We need your approval

1

eHealth

eHealth (also known as Health Informatics) is defined as 'The knowledge, skills and tools which enable information to be collected, managed, used and shared to support the delivery of healthcare and to promote health.' The objective of the program is to produce Masters level graduates with high quality training in the broad interdisciplinary area that spans eHealth, emphasizing industry relevant academic research and development.

The program is based on a collaborative partnership among the Faculties of Health Sciences, Engineering and the DeGroote School of Business. It is administered by the DeGroote School of Business. Three Departments are major collaborators in the program: the Department of Clinical Epidemiology and Biostatistics (Faculty of Health Sciences), the Department of Computing and Software (Faculty of Engineering), and the Information Systems Area in the DeGroote School of Business. Additional faculty members with eHealth interests from other departments also participate in the program.

Enquiries: 905-525-9140 Ext. 23950
Fax: 905-528-0556
E-mail: ehealth@mcmaster.ca
Website: http://mscehealth.mcmaster.ca/

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C.Eng., F.B.C.S., F.I.C.A. / Computing and Software

Areas of Specialization
Students may specialize in one of the three fields in the program: health sciences, computer science, or business. All students are required to complete the three core courses, and a variety of elective courses in each field are available to cater to individual interests. Student specialization interest must be declared when applying for admission. Each student is assigned a supervisor from the student's field of interest upon registration, and a second member of the supervisory committee from one of the other two fields is appointed to ensure that the student maintains a broadly focused view of the eHealth field. All students must participate in and contribute to a seminar series designed to acquaint students with recent advances in the eHealth field.

Admission
Students entering the eHealth program may be admitted from a variety of suitable undergraduate degrees. They will belong to a community with a variety of backgrounds in related fields, with common interests in information technology to support health services delivery and research. The main requirements are a good background in computing and a strong interest in the use of computing support in healthcare applications. Students will not be admitted to the program unless they can present evidence that they have taken a minimum of two computer science – related courses at the undergraduate level. At least one of these courses must have involved computer programming. A background from the health sciences, life sciences, business, or computer science is an asset, but not a requirement. The Admissions Committee will in each case judge the candidate's suitability for the program. A minimum B+ average in the final year of a four year undergraduate degree program is required for admission. Applicants for the full-time options must also pass a face-to-face interview that evaluates their suitability for an eight month internship, a required component of the program.

All students admitted to the program must pass a background test in information technology (IT) before taking the required course eHealth 757. Students preparing for this test will be provided with study materials and, where possible and appropriate, tutorial assistance.

Degree Options and Internship
A candidate for the M.Sc. eHealth degree may choose to take the program either full-time or part-time. The full-time program has two options: thesis or course-project. In the thesis option, students must complete the three required courses plus one elective course from the field of specialization (a total of four courses), and complete and defend a Master's thesis successfully. The thesis option is not open to part-time students. Completion of the M.Sc. thesis option is the preferred route to a Ph.D. program in a similar field (e.g., Health Research Methodology, Computer Science, or Business). In the course-project option (which may be taken full or part-time), students take the three required courses, two electives from the field of specialization, and two other electives from the other two fields (for a total of seven courses). All courses must be completed with at least a B- standing.

Students taking the thesis option are expected to complete their programs and submit their research theses within 24 months of registration. Full-time students taking the course-project option are expected to complete their programs within 20 months, including a project which will normally be a scholarly paper arising from a relevant study in eHealth. Full time students are limited to a maximum of three years from initial registration. Part-time students are expected to complete their programs within four years of registration, but are limited to a maximum of five years. They are also required to complete a project that is a scholarly paper relevant to eHealth, often for their current employer if the employer is in a health care industry.

In addition to coursework, all full-time students must complete an eight month paid internship with a company, healthcare institution, or government agency.

Courses

Required Courses

All required and elective courses are half courses.

eHealth *724 / eHealth: Fundamentals of eHealth and the Canadian Health Care System / A. McKibbon (same as HRM 724)

This tutorial-based course will cover a broad range of eHealth topics from the perspective of health care delivery. Topics include a definition of eHealth; health care data; hospital and primary care information systems (i.e., electronic health records [EHR] systems), specialty components of an EHR system; how health professionals use data; human/cognitive factors in development and implementation of eHealth applications, standards, vocabulary and nomenclatures and how used; aggregation of health information, especially for research purposes; patient information systems and consumer eHealth; research and evaluation of eHealth applications and research using eHealth applications; implementation issues and privacy, security, and confidentiality; and the future of eHealth. Prerequisite: One-day orientation to the Canadian health Care Systems for students (non-health background).

eHealth * 736 / Management Issues in eHealth / N. Archer (same as BUS K736)

This course covers a number of topics relevant to the management of electronic health systems. These topics will be presented in an integrated manner that will promote an understanding of health system governance, accountability, risk analysis, management, legal and regulatory standards, and policies. It will demonstrate real issues by focusing on a team-based case study through much of the course that covers the life cycle process of managing a project to implement an eHealth system, beginning with needs analysis and ending with implementation and maintenance. Prerequisite: K603 Information Systems Management (*see* MBA calendar) or equivalent.

eHealth *757 / Modern Software Technology for eHealth / K. Sartipi (same as COM SFWR 757)

This course exposes the graduate students in software engineering, computer science, or related programs to the challenges in the field of electronic health (eHealth). The course introduces a collection of modern architectures and technologies that are recommended by standardization organizations to build the infrastructure that meets the emerging demands in the growing network of healthcare systems. The topics include: standard healthcare data and service representations; clinical terminology systems; web services and service oriented architecture; decision support systems; data mining techniques on clinical data; data and knowledge interoperability; security and privacy techniques, and; healthcare application development environments. Prerequisites: eHealth 724 and eHealth 736; Successful completion of required background test in information technology.

Elective Courses
For course details, see MBA Calendar (School of Business courses); and the School of Graduate Studies Calendar: Computing and Software; and Nursing. Courses listed in the School of Graduate Studies Calendar for the Health Research Methodology program (except HRM 724) are also available as electives. Other courses not listed below may be approved through special permission.

SCHOOL OF BUSINESS
*** 721** Health Policy Analysis / G. Randall (same as BUS C721)
*** 722** / Management of Population Health / C. Longo (same as BUS C722)
*** 723** / Data Mining and Business Intelligence / Y. Yuan (same as BUS K723)
*** 725 /** Business Process Reengineering / A. Montazemi (same as BUS K725)
*** 726 /** eBusiness Strategies / K. Hassanein (same as BUS K724)
*** 727** / Strategic Knowledge Management / N. Bontis (same as BUS P727)
*** 731 /** Project Management / J. Tan (same as BUS K731)
*** 734** / Supply Chain Management / E. Hassini (same as BUS O 734)
*** 737** / Cases in eBusiness, Innovation, and Entrepreneurship / K. Hassanein (same as BUS K737)
*** 792** / Security, Privacy, and Trust in eBusiness / Y. Yuan (same as BUS K792)

COMPUTING AND SOFTWARE
*** 6CD3 /** Distributed Computer Systems / S. Poehlman (same as COMP SCI 6CD3)
*** 6D03 /** The Human Computer Interface / S. Poehlman (same as SFWR ENG 6D03)
*** 6M03 /** Databases / F. Franek (same as SFWR ENG 6M03)
*** 6WW3 /** Web Systems and Web Computing / K. Sartipi (same as COMP SCI 6WW3)
*** 730 /** Machine Learning and Related AI Topics / I. Bruha (same as COM SFWR 730)
*** 747 /** Software Architecture Modeling and Reverse Engineering / K. Sartipi (same as COM SFWR 747)
*** 750 /** Model-Based Image Reconstruction / C. Anand (same as COM SFWR 750)

NURSING
***708 /** Information and Communication Technology Applications in Health: Theory and Practice / R. Valaitis (same as NUR 708)

DeGroote SCHOOL OF BUSINESS

McMaster University

To: Milena Head
Associate Dean, Faculty of Business

Date: November 5, 2009

From: Jennifer McCleary
Director, Centre for Business Career Development – DeGroote School of Business

cc: Sue McCracken
Program Director, MBA

Subject: **MBA Co-op Program:**
Request for Change in Minimum Number of Weeks per Work Term

This proposal details the current work term structure for the MBA Co-op Program and presents recommendations for a modification to the minimum number of weeks per eligible work term effective September 2010. Included in this document is a suggested transition plan as students already underway in the program will be impacted with these changes.

Recommendation

The Centre for Business Career Development recommends that the minimum duration of work term is increased from its current 12 weeks to 14 weeks, effective September 2010.

Current State

Currently, MBA Co-op students are encouraged to work three 16-week work terms to satisfy the work requirements of the program. The Student Contract indicates that *'a student must work complete a minimum of three 12-week work terms to graduate with the Co-op designation. Each work term consists of an uninterrupted 12-16 week employment period. Exceptions must be approved by the student's supervisor and the Director, Centre for Business Career Development.'*

The DeGroote School of Business markets our program that our graduates gain one year's work experience through the Co-op work terms. When a student works three 12-week work terms, he/she graduates with 36 weeks of experience, significantly short of the 52-week 'commitment'.

There are administrative challenges with the current 12-week work term duration. When a student has not yet secured a work term before the start of the subsequent academic term, a student is then required to register for courses (as a contingency plan) while continuing to seek employment. The 12-week minimum often leaves a student not knowing whether he/she will be working until after the Add/Drop Deadline, layering in manual administrative efforts in addition to higher levels of stress for these students. While the 14-week minimum would not alleviate this entirely, the final date of employment falls prior to the Add/Drop Deadline in the next three academic terms (refer to Appendix A).

Benefits

With a larger class size, it becomes increasingly important for students to engage in the recruitment process early and throughout the entire academic term until success is achieved. The benefits of increasing the minimum work term are:

1. Students gain more work experience throughout the MBA Co-op Program, enhancing their employability at graduation
2. Students earn more money during their work term, offsetting their program costs
3. DeGroote promotes stronger graduates with an additional 6 weeks of employment (closer to the one year work experience)
4. Students would be influenced to initiate their job search earlier in the academic term and maintain engagement to avoid transition to an off-cycle option due to lack of employment.

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SCHOOL OF BUSINESS

5. Reduced administrative resources (CBCD and APO) as fewer students would be seeking employment at the beginning of the succeeding academic term at the same time as registering/attending classes (as a contingency plan)

Risks

Over the past three recruitment cycles, some students have fulfilled their work term requirements of 12 weeks, but would not have met the 14-week minimum. Below is a summary of student employment activity:

Term	Number of Students (not meeting 14-week minimum)	Comments
Winter 2009 Work Term	10 students (class of 120)	Largest class of 120 students in a significant downturn in economy - at end of academic term, 7 students chose to remain in academic studies and proceed in an off-sequencing cycle
Summer 2009 Work Term	2 Students (class of 89)	Both senior students secured employment this term on the last possible day (at 12 weeks) – June 15th
Fall 2009 Work Term	8 students (class of 99)	These 8 students started employment after September 14th but before September 28th

With the exception of the summer term (WT 3), students have off-cycle options available, including 8 or 12-month work terms to satisfy the Co-op program requirements, albeit not in three distinct work terms.

Transition Plan

As students in the program have already signed an MBA Co-op contract stating that an eligible work term is no less than 12 consecutive weeks, CBCD will honour this through to August 2011. However, we will initiate efforts to communicate with students the importance of a longer work term.

Please note that for Winter work terms, the last date of employment will be based on the BIU funding submission date of the last working day in January vs. the 12-week minimum.

For students starting their MBA Co-op Program in September 2010, this minimum 14-week work term requirement would be applicable.

Questions

If you have any questions regarding this proposal, please contact Jennifer McCleary at ext. 23939.

DeGroote
SCHOOL OF BUSINESS

Appendix A – Overlap of Academic Terms with Work Term Deadlines

Term	Start of Classes	Add/Drop Date	12-Week Deadline	14-Week Deadline
Winter 2009	January 5	January 18	February 2	January 15 (add 2 days due to holidays)
Summer 2009	April 27	May 10	June 15	May 27 (add 3 days due to holidays)
Fall 2009	September 14	September 27	September 28	September 14
Winter 2010	January 4	January 17	February 1	January 14 (add 2 days due to holidays)
Summer 2010	April 26	May 9	June 14	May 26 (add 3 days due to holidays)

Note: For Fall and Winter terms, the 14 week-term mitigates the risk of students passing Add/Drop Deadline without employment.

Appendix B – Current MBA Calendar Wording

Continuation in the Program

All Co-op students are evaluated according to the standards set for MBA students by the DeGroote School of Business and the School of Graduate Studies. Continuation in the Co-op Program is contingent on maintaining the required academic performance.

In order to obtain the Co-op designation on their transcripts, students in the Co-op program must complete a minimum of three 12-week work terms, or equivalent, with satisfactory performance evaluations.

Appendix C – Proposed MBA Calendar Wording

Continuation in the Program

All Co-op students are evaluated according to the standards set for MBA students by the DeGroote School of Business and the School of Graduate Studies. Continuation in the Co-op Program is contingent on maintaining the required academic performance.

In order to obtain the Co-op designation on their transcripts, students in the Co-op program must complete a minimum of three 14-week work terms, or equivalent, with satisfactory performance evaluations.

McMaster University

SCHOOL OF GRADUATE STUDIES

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

PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS FORM:

1. This form must be completed for **ALL** changes involving degree program requirements/procedures. **All** sections of this form **must** be completed.
2. An electronic version of this form must be emailed to the Assistant Secretary and SynApps System Administrator (Email: *espiritu@mcmaster.ca*).
3. A representative from the department is required to attend the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT	Business
NAME OF PROGRAM	Business Administration

PROGRAM DEGREE	**Ph.D. (X)**	**M.A. ( )**	**M.A.Sc. ( )**	**M.B.A. ( )**	**M. Eng. ( )**	**M.Sc. ( )**	**Diploma Program ( )**	**Other *(Specify)***

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*

CHANGE IN ADMISSION REQUIREMENTS	x	**CHANGE IN COMPREHENSIVE EXAMINATION PROCEDURE**		**CHANGE IN COURSE REQUIREMENTS**	
CHANGE IN THE DESCRIPTION OF A SECTION IN THE GRADUATE CALENDAR		**EXPLAIN:**			
OTHER		**EXPLAIN:**			

DESCRIBE THE EXISTING REQUIREMENT/PROCEDURE:

On page 65 of the 2009-2010 SGS Calendar, the qualification requirements for the Ph.D. Program in Business Administration are currently listed as follows:

“Applicants normally must have a Master's degree with at least B+ standing, a minimum GMAT score of 600 or a minimum GRE score of the 80th percentile.”

This statement is misleading as it incorrectly suggests that a composite GRE score exists. It does not. Unlike the GMAT which does provide a Total composite score as well as individual Verbal, Quantitative, and Analytical Writing scores, the GRE only provides individual Verbal, Quantitative, and Analytical Writing scores. Further, there is some discrepancy in that the GRE score is a percentile while the GMAT score is a raw score. New, improved wording is required around the GRE score.

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

To correct this problem, the Ph.D. Operating Committee at the DeGroote School of Business met on October 23, 2009 and reached consensus on the following new wording:

“Applicants normally must have a Master's degree with at least B+ standing, and a minimum GMAT score of 600. In lieu of a GMAT score, a comparable GRE result will be considered.”

RATIONALE FOR THE RECOMMENDED CHANGE:

The new wording removes the problems surrounding the current wording of the minimum GRE score.

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

Sept 2010

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

No

PROVIDE A DESCRIPTION OF THE RECOMMENDED CHANGE TO BE INCLUDED IN THE CALENDAR:

See above

CONTACT INFORMATION FOR THE RECOMMENDED CHANGE:

Name: Brian Detlor Email: detlorb Extension: 23949 Date: Nov 20, 2009

If you have any questions regarding this form, please contact the Assistant Secretary and SynApps System Administrator, School of Graduate Studies, extension 24204.

SGS/December 2006