

**EXECUTIVE COMMITTEE
SCHULICH SCHOOL OF BUSINESS**

A meeting of the Executive Committee of Faculty Council for the 2017/2018 academic year will be held on Friday October 27th 2017 at 11:30am in SSB N201.

AGENDA

	Pages
1. Welcome & Chair's Remarks	
2. Enquiries & Communications	
a) Update: York Cares United Way Campaign	
b) For Information: Senate Synopsis (2017.09.28)	2-5
3. Dean's Remarks	
4. PHD/GBC/UBS Initiatives	
5. PhD Program Committee	
a) Motion: Proposal for Changes to the FINE Field of the PhD Program (<i>E. Fischer</i>)	6-11
6. Master Programs Committee/Programs Coordinating Committee	
a) Motion: Discontinuation of the 3-year MBA/JD Option as of Summer 2018	12-14
b) Motion: Course Evaluation Questions for Non-Lecture Format	15-16
7. Appeals (3)	
<i>Documentation will be provided upon confirmation of attendance at the meeting.</i>	
8. Adjournment	

CONSENT AGENDA

A consent agenda item is deemed to be approved unless, prior to the commencement of a meeting, a member of the Council of the Faculty of the Schulich School of Business advises the Chair, James McKellar, of their request to debate it.

	Pages
9. Executive Committee Meeting Minutes: 2017.09.29	17-20

If you are unable to attend the meeting, please send regrets to Emily Rush at erush@schulich.yorku.ca.

The Senate of York University

Meeting Synopsis

The 637th Meeting of Senate
held on Thursday, September 28, 2017

Remarks

The Chair of Senate, Professor Lesley Beagrie of the Faculty of Health, greeted continuing and new Senators and commenced the meeting with the following Indigenous land acknowledgement:

York University acknowledges its presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, the Huron-Wendat, and the Métis. It is now home to many Indigenous Peoples. We acknowledge the current treaty holders, the Mississaugas of the New Credit First Nation. This territory is subject of the Dish With One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region.

This acknowledgement was developed and provided by the Aboriginal Education Council and will be read at the outset of future meetings. The Chair also welcomed President Lenton, Interim Provost Lisa Philipps and the new Vice-Provost Students Lucy Fromowitz. Out of a strong commitment to respect, collegiality, equity and diversity, the Chair will endeavor to maximize participation at meetings. It was gratifying that committees have already signaled their interest in pursuing quality objectives as set out in the University Academic Plan 2015-2020.

In her first address as the President of York University, Rhonda Lenton spoke of the great honour of serving and supporting faculty, students, staff and alumni in her new role. Her vision for York and priorities in the years ahead flows out of the University's Mission Statement, Provostial White Paper of 2010, and UAP. York's growth to the third largest Canadian university in less than 60 years is without precedent, and has been made possible by an enduring commitment to the public good, accessibility, excellence, impact, connectivity and progressivity. Unmatched opportunities await, and the University can capitalize on them through innovation, strengthened collegial governance, adherence to values, and a focus on planning objectives. It can also leverage the subway opening and transportation hub adjacent to the Keele campus to great advantage, just as new athletic facilities have attracted competitors and spectators from near and far. President Lenton will hold a series of fireside chats in Faculties, and expressed her willingness to meet with Faculty Councils. Strategic Mandate Agreement 2 will be signed off by the provincial government this week, but it is not too soon to begin a sustained collegial dialogue in anticipation of SMA 3, where funding will be tied more closely to system-wide and institutional metrics. Individuals slated to receive honorary degrees at Fall Convocation ceremonies include Vincent Tao, Rudy Bratty and Ron Mock.

The monthly "Kudos" report on the achievements of members of the York community can be accessed with other documentation for the meeting.

The Senate of York University

Meeting Synopsis

Academic Colleague to the Council of Ontario Universities

In his first report of the year, the Academic Colleague to the Council of Ontario Universities, Professor David Leyton-Brown, described his role on behalf of Senate and the structure, mandates and processes governing COU and its constituent bodies. The Colleague will report frequently to Senate on policy discussions and developments.

Approvals

Senate approved recommendations of its Academic Standards, Curriculum and Pedagogy to

- change the name of the Diploma in Arts and Media Administration to the Diploma in Arts, Media and Entertainment Management, Schulich School of Business / Faculty of Graduate Studies
- change admission and degree requirements for the PhD Program in Business Administration, Schulich School of Business / Faculty of Graduate Studies
- change degree requirements for the Master of Business Analytics Program, Schulich School of Business / Faculty of Graduate Studies
- change the number of required credits for the Diploma in Intermediate Accounting, Schulich School of Business / Faculty of Graduate Studies
- change admission and degree requirements for the Executive MBA Program in India, Schulich School of Business / Faculty of Graduate Studies
- change requirements for the PhD Program in Gender, Feminist & Women's Studies Program, Liberal Arts & Professional Studies / Glendon / Faculty of Graduate Studies
- authorize the granting of degrees at the University's Convocations held in Fall 2017, February 2018 (Convocation *In Absentia*) and Spring 2018 to those students who have fulfilled the degree program requirements for receipt of the degrees; authorize the forwarding of recommendations for certification by the Faculty of Education to the Ontario College of Teachers for those students who have been deemed "recommended for certification" by the Council of the Faculty of Education; authorize the granting of diplomas and certificates at the University's Convocations held in Fall 2017, February 2018 (Convocation *In Absentia*) and Spring 2018 to those students who have fulfilled requirements for receipt of the diplomas and certificates

Major Reports

Under the auspices of the Academic Policy, Planning and Research Committee, its Chair, Professor Thomas Loebel, facilitated discussion of an options paper on Models for Collegial Governance Structures for Markham Centre Campus prepared by the

The Senate of York University

Meeting Synopsis

Provost with contributions from the University Secretariat and others. A summary of the discussion will be provided to the Provost and APPRC. Markham planning remains a standing item on the APPRC agenda and Senate will have timely, meaningful opportunities to participate in discussions during the year ahead.

Committee Information Items

As they presented reports at the inaugural meeting of 2017-2018, the Chairs of Senate committees briefly described their roles on behalf of Senate, how they conduct business and items Senate can expect will come to the floor from them during the year.

Executive (Professor Franck van Breugel, Vice-Chair)

The Executive Committee's information items included the following:

- a request that Senate committee chairs of Senate committees take a few moments to describe the role played by their committees on behalf of Senate, how they conduct business, and what major items to expect in the coming year.
- the committee's comments on the Markham Centre Campus governance paper (see major reports, above)
- approval of Senate committee members nominated by Faculty Councils
- actions taken under summer authority
- the process for nominating members of Senate committee and other positions, and current vacancies
- Senate meeting dates for 2017-2018 with changes approved for December, February and June
- the results of Senator and Senate committee member surveys conducted in April and how they help inform the Executive's priorities
- a summary of actions taken by Senate in 2016-2017
- communications between Senate and Faculty Councils and requests made of Councils
- University Secretariat initiatives in support of governance

Academic Policy, Planning and Research (Professor Thomas Loebel, Chair)

APPRC provided information on these items:

- the Committee's commitment to fulfilling its mandate on behalf of Senate
- Implementation of the University Academic Plan
- emerging priorities for 2017-2018
- the availability and utility of the Provost's June 2017 year-end report which highlight Institutional Integrated Resource Plan working group recommendations
- the process for renewing the Strategic Research Plan and engagement with Senate and the collegium

The Senate of York University

Meeting Synopsis

- expected Markham Centre Campus planning
- members of APPRC sub-committees for 2017-2018

Academic Standards, Curriculum and Pedagogy (Professor Kim Michasiw, Chair)

ASCP shared the July 2017 funding approval decisions report of the Ministry of Advanced Education and Skills Development (MAESD) and advised that it had approved changes to program requirements for the following graduate programs:

PhD in Kinesiology and Health Science
MA, MSc and PhD in Geography
PhD in Mechanical Engineering

Appeals (Professor Natalie Coulter, Chair)

In accordance with Senate policy, the Committee reported that it had agreed with a recommendation of the Faculty of Liberal Arts and Professionals Studies Committee on Teaching, Learning and Student Success to rescind the degree of Bachelor of Arts conferred on a student in 2017 and that the official transcript record the reason for this action.

Awards (Professor Robert Kenedy, Chair)

The Committee reported approval of a change to nominations procedures for Distinguished Research Professorship candidates to allow files to be held over for reconsideration the following year should the nominator wish.

Tenure and Promotions (Professor Simone Bohn and Professor Victor Shea, Co-Chairs)

Professor Shea provided an overview of the Committee's role and function on behalf of the Committee and Co-Chair.

Additional Information about this Meeting

Please refer to the full Senate agenda and supplementary material posted online with the September 28, 2017 meeting for details about these items.

<http://secretariat.info.yorku.ca/senate/meeting-agendas-and-synopses/>

September Meeting of Senate

Senate's next meeting will be held at 3:00 p.m. on **Thursday, October 26, 2017**.

Change to Program/Graduate Diploma Academic Requirements Proposal Form

The following information is required for all proposals involving a minor modification to program/graduate diploma academic requirements. To facilitate the review/approval process, please use the headings below (and omit the italicized explanations below each heading).

1. Program/Graduate Diploma:

PhD in Business Administration;
Field: Finance (FINE)

2. Effective Session of Proposed Change(s):

September 2018

3. Proposed Change(s) and Rationale

The description of and rationale for the proposed modification(s) should provide information with respect to each of the following points:

a) A description of the proposed modification(s) and rationale, including alignment with academic plans.

Summary of the program changes:

The Finance Area would like to change the sequencing of the courses students must take, update the number of electives to make training more effective, and to more clearly articulate the requirements associated with each year. Please note that no new requirements are being added except to ensure that students have more teaching experience prior to graduating. Additionally, the area is changing admission requirements in line with current practice at the program level.

Why are changes happening?

This sequencing of courses will better prepare students to complete all coursework effectively. The refinement in regards to electives in the second year streamlines the program somewhat. The additional teaching will better equip the students for the job market.

How does the program align with current academic plans?

The program requirements are in line with the academic plans of the faculty, which strives to have a doctoral program that is successful in attracting highly qualified applicants and in training them so that they can compete effectively for jobs in academe and elsewhere.

b) An outline of the changes to requirements and the associated learning outcomes/objectives, including how the proposed requirements will support the achievement of program/graduate diploma learning objectives.

Proposed New vs. Existing Sequencing of FINE Electives

	Proposed	Existing
Year 1	Fine 7100 3.00 PhD Seminar in Asset Pricing (Course name and content were updated last year and approved by Faculty Council)	Fine 7100 3.00 PhD in Asset Pricing
	Fine 7200 PhD Seminar in Corporate Finance (Course name and content were updated last year and approved by Faculty Council)	Fine 7200 Topics in Finance I
	Fine 7300 PhD Topics in Finance (Course name was updated last year and approved by Faculty Council)	Fine 7300 PhD Topics in Finance II
	GS/ECON 5100 3.00: Microeconomics Theory	GS/ECON 5100 3.00: Microeconomics Theory
	GS/ECON 6220 3.00: Advanced Econometric Theory I	GS/ECON 6220 3.00: Advanced Econometric Theory I
	GS/ ECON 6250 3.00 Advanced Econometric Theory (MOVED UP FROM 2nd year)	GS/ECON 6100 3.00: Topics in Microeconomic Theory (MOVED TO 2nd year)
	Research Seminars required Written Comprehensive Exam (End of April) 1st Summer Research Paper	Research Seminars required Written Comprehensive Exam (End of April) 1st Summer Research Paper
Year 2	GS/ECON 5110 3.00 Topics in Macroeconomic Theory	GS/ECON 5110 3.00: Topics in Macroeconomic Theory
	GS/ECON 6100 3.00 Topics in Microeconomic Theory	GS/ ECON 6250 3.00 Advanced Econometric Theory
	Two PhD Electives (Reduced from Three) Research Seminars required Oral Comprehensive Exam Pedagogical Techniques 2 nd Summer Research Paper	Three PhD Electives PhD Empirical Methods (This material is covered in FINE 7100 now) Research Seminars required Oral Comprehensive Exam Pedagogical Techniques 2 nd Summer Research Paper

Year 3	<p>Research Seminars Required Defend thesis proposal Present 2nd Summer Research Paper Teach a finance course</p>	<p>Research Seminars Required Defend thesis proposal Present 2nd Summer Research Paper Teach a finance course</p>
Years 4 and 5	<p>Research Seminars Required Present Job Market Paper and Defend dissertation Teach a finance course (Added to final years)</p>	<p>Research Seminars Required Present Job Market Paper and Defend dissertation</p>

c) An overview of the consultation undertaken with relevant academic units and an assessment of the impact of the modifications on other programs/graduate diplomas.

All members of the Finance Area and the head of the PhD program committee were consulted.

d) A summary of any resource implications and how they are being addressed.

There are no new resource implications

e) A summary of how students currently enrolled in the program/graduate diploma will be accommodated.

Students enrolled in the program will be allowed to complete under the requirements in place at the time of their admission.

4. Calendar Copy

<p>ADMINISTRATION</p> <p>DOCTOR OF PHILOSOPHY PROGRAM, FINANCE FIELD</p> <p>The field within the doctoral program in Administration at the Schulich School of Business, York University, offers outstanding students the opportunity to develop the theoretical and methodological skills that will enable them to conduct leading edge research in finance. Graduates of the program have gone on to successful careers in universities, government and industry, in Canada and in other countries.</p> <p>The doctorate is an individualized program of study that is composed of four tightly linked components. Students take a series of core courses to acquire in-depth knowledge of the prior research, theories and methods used in Finance. These core courses help develop the skills and competencies necessary to conduct research. Students also complete</p>	<p>ADMINISTRATION</p> <p>DOCTOR OF PHILOSOPHY PROGRAM, FINANCE FIELD</p> <p>The FINE field within the doctoral program in Administration at the Schulich School of Business, York University offers outstanding students the opportunity to develop the theoretical and methodological skills that will enable them to conduct leading edge research in business. Graduates of the program have gone on to successful careers in universities, government and industry, in Canada and in other countries.</p> <p>The doctorate is an individualized program of study that is composed of four tightly linked components. Students take a series of core courses to acquire in-depth knowledge of the prior research, theories and methods used in Finance. These core courses also help develop the skills and competencies necessary to conduct research. Students also complete</p>
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<p>comprehensive examinations to test mastery of their major field. The third component the PhD program consists of the preparation of the formal research proposal. The fourth component is the dissertation itself.</p>	<p>comprehensive examinations to test mastery of their major field. The third component the PhD program consists of the preparation of the formal research proposal. The fourth components are the dissertation itself.</p>
<p>ADMISSION REQUIREMENTS</p> <p>Graduates with a relevant masters degree from a recognized university may be admitted as candidates. While masters degrees in business administration or in a subfield thereof are considered relevant, so too are masters in fields such as economics, mathematics, sociology, or psychology depending upon the individual's proposed major field of study. Exceptional graduates with a four-year honours undergraduate degree in business administration or a related field, mathematics, or engineering from a recognized university, may be considered. These candidates may be required during the first academic session (12 months) to take courses to fill gaps in their knowledge of the business discipline corresponding to their major field of study.</p> <p>All applicants to the PhD program must meet the general admission requirements of the Schulich School of Business, the Faculty of Graduate Studies, and the University Senate. These general requirements include a four-year honours undergraduate degree from a recognized University, or qualifications accepted as equivalent by the Senate Committee, and a basic understanding of calculus, linear algebra and analytic geometry at the university level. Applicants are also required to sit for the Graduate Management Admission Test (GMAT), or the Graduate Record Examination (GRE).</p> <p>In addition, students who have not graduated from a university where the language of instruction is English are required to demonstrate competence in the English language. Usually such students take the Test of English as a Foreign Language or International English Language Testing System.</p>	<p>ADMISSION REQUIREMENTS</p> <p>Graduates with a Master of Business Administration or a Master of Public Administration degree (equivalent to those awarded by York University) from a recognized university may be admitted as candidates.</p> <p>Exceptional graduates with a masters degree in a related discipline from a recognized university, and graduates with a four-year honours undergraduate degree in business administration, or its equivalent, from a recognized university, may be considered. These candidates will be required during the first academic session (12 months) to follow a program of study designed to raise their qualifications to the equivalent of graduates of York University with MBA or MPA degrees. Normally this competence is established by taking masters degree courses in at least five of the subjects of Economics, Quantitative Analysis, Organizational Studies, Accounting, Finance, Marketing, and Management Policy.</p> <p>All applicants to the PhD program must meet the general admission requirements of the Schulich School of Business, the Faculty of Graduate Studies, and the University Senate. These general requirements include a four-year honours undergraduate degree from a recognized University, or qualifications accepted as equivalent by the Senate Committee, and a basic understanding of calculus, linear algebra and analytic geometry at the university level. Applicants are also required to sit for the Graduate Management Admission Test (GMAT), or the Graduate Record Examination (GRE).</p> <p>In addition, students who have not graduated from a university where the language of instruction is English are required to demonstrate competence in the English language. Usually such students take the Test of English as a Foreign Language or International English Language Testing System.</p>

Please submit completed forms and required supporting documentation by email to the Coordinator, Faculty Governance– mmschiff@yorku.ca

Schulich PhD Program
EXPECTED LEARNING OUTCOMES
FOR Ph.D. GRADUATES

LEARNING OUTCOMES	<i>The PhD is awarded to students who have demonstrated:</i>
<p>1. Depth and Breadth of Knowledge</p>	<p>a. A deep knowledge of historical and contemporary topics that are of central relevance within the student's chosen field of study. For individual areas, these are as follows</p> <p>Accounting</p> <ol style="list-style-type: none"> 1. Theory and research related to diverse genres of accounting research. 2. Empirical research methods that can be used to investigate different research accounting questions. 3. Theory and research relevant to behavioral accounting. <p>Finance</p> <ol style="list-style-type: none"> 1. Theory and research relevant to individuals' consumption and portfolio decisions and their implication for security valuation. 2. Theory and research related to corporate finance. <p>Marketing</p> <ol style="list-style-type: none"> 1. Theory and research related to consumer culture 2. Theory and research related to marketing strategy 3. Theory and research related to consumer psychology <p>Organizational Studies</p> <ol style="list-style-type: none"> 1. Theory and research relevant to individual and group behaviour in organizations. 2. Theory and research relevant to how organizations and institutions.

	<p>Operations Management and Information Systems</p> <ol style="list-style-type: none"> 1. Theory and research related to operations management. 2. Theory and research related to technological innovation 3. Theory and research related to behavioural issues in information systems 4. Contemporary methods in operations management research <p>Strategy</p> <ol style="list-style-type: none"> 1. Theory and research relevant to the economic foundations of strategy 2. Theory and research relevant to the behavioural foundations of strategy. <p>b. A deep knowledge of one other area besides their chosen field of study (i.e. their minor field, which may be within or outside the business school)</p> <p>c. Extensive expertise on one or more topics that constitute the student's chosen area(s) of contribution within their field of study, i.e. the topic(s) on which they write their dissertation.</p> <p>d. An understanding and appreciation of ethical issues related to conducting and publishing research.</p> <p>e. Familiarity with teaching techniques that are appropriate within their chosen field of study.</p> <p>f. An understanding and appreciation of ethical issues related to teaching.</p>
2. Knowledge of Methodologies	<ol style="list-style-type: none"> a. An ability to collect or collate data that is appropriate for use within the student's chosen methodological tradition. b. An ability to use methods of analysis that are appropriate for developing scholarly contributions from the types of data that are part of the student's chosen methodological tradition. c. An ability to appropriately interpret data that have been analysed in keeping with the student's chosen methodological tradition d. A familiarity with research methods that are relevant to the student's field, but outside their chosen methodological tradition.
3. Level of Application of Knowledge	<ol style="list-style-type: none"> a. The ability to develop novel theoretical insights through research projects using methods and concepts appropriate to the student's area of specialization.
4. Awareness of Limits of Knowledge	<ol style="list-style-type: none"> a. An understanding of scholarship outside the student's chosen area of expertise and outside their chosen methodology. b. An appreciation of the uncertainty, ambiguity, and limits to knowledge and how this might influence its application.
5. Level of Communication Skills	<ol style="list-style-type: none"> a. The ability to convey research insights in language that is appropriate for audiences of peer reviewers. b. The ability to convey research insights in language that is appropriate for audiences other than peers, e.g. students, specialists in other fields. c. An ability to read the work of other scholars and to provide critical but developmental feedback. d. An ability to communicate field-relevant concepts effectively in a class room or seminar setting.
6. Autonomy and Professional Capacity	<ol style="list-style-type: none"> a. The ability to function professionally as an academic, such as balancing the demands of teaching and research and of seeing research projects through to completion. b. The ability to transfer research skills effectively to new topics and contexts. c. The habits and capacities of an independent learner, including the ability to master new areas of research. d. An understanding of the obligation to act in a socially and ethically responsible manner as a scholar.

Memorandum

To: Faculty Council, Schulich School of Business

From: Markus Biehl, Chair, Master Programs Committee/ Programs Coordinating Committee

Date: October 4, 2017

Re: Discontinuation of the 3-year MBA/JD Option, Summer 2018

MOTION:

That the Faculty Council approve the discontinuation of the 3-year MBA/JD Option.

RATIONALE:

It is recommended the 3-year MBA/JD program be discontinued owing to low enrolment and lack of student interest in pursuing this stream. There has been a declining number of students for this option (four students in 2015 and one student in 2016). This year only one student was admitted, who chose to decline our offer. Despite the advantage of being able to complete the joint program in 3 instead of 4 years, students in this option faced scheduling difficulties that made their journeys somewhat onerous. It is not surprising that, over time, fewer and fewer students became interested in this option.

Students currently flowing through this option will be able to complete it. Anyone interested in applying for it will be redirected to the 4-year joint program.

If approved this change would be effective as of Summer 2018.

Change to Program/Graduate Diploma Academic Requirements Proposal Form

The following information is required for all proposals involving a minor modification to program/graduate diploma academic requirements. To facilitate the review/approval process, please use the headings below (and omit the italicized explanations below each heading).

1. Program/Graduate Diploma:

3-year option of MBA/JD (Summer Intake)

2. Effective Session of Proposed Change(s):

Summer 2018

3. Proposed Change(s) and Rationale

The description of and rationale for the proposed modification(s) should provide information with respect to each of the following points:

a) A description of the proposed modification(s) and rationale, including alignment with academic plans.

Osgoode and Schulich propose to discontinue the intake of students into the 3-year option of the MBA/JD program. (This will not affect the program's 4-year option, which serves the vast majority of students.)

Very few students have taken advantage of this option, making it impossible to build a cohort. Indeed, no students were enrolled in Summer 2017, and only one in Summer 2016.

Students in the 3-year option have also experienced scheduling and sequencing difficulties, given that they started off-cycle, in the Summer term. Schulich is also discontinuing its Summer intake of regular MBA students, thus making this option infeasible to offer. The odd student interested in a Summer start may commence the joint program in Fall instead.

b) An outline of the changes to requirements and the associated learning outcomes/objectives, including how the proposed requirements will support the achievement of program/graduate diploma learning objectives. Additionally, please append the graduate program's existing learning outcomes as a separate document.

N/A

c) An overview of the consultation undertaken with relevant academic units and an assessment of the impact of the modifications on other programs/graduate diplomas.

Where and as appropriate, the proposal must include statements from the relevant program/graduate diplomas confirming consultation/support.

Consultations were undertaken with the relevant stakeholders within and across Osgoode and Schulich.

d) A summary of any resource implications and how they are being addressed.

Attention should be paid to whether the proposed changes will be supported by a reallocation of existing resources or if new/additional resources are required. If new/additional resources are required, the proposal must include a statement from the relevant Dean(s)/Principal.

None. Schulich will also phase out its Summer intake into the MBA program. All courses will still be offered; only the distribution of offerings across the academic year will change (very slightly).

e) A summary of how students currently enrolled in the program/graduate diploma will be accommodated.

Students currently pursuing this option will not be affected as they have already completed all core courses (i.e., those that are subject to rescheduling). They will be able to complete their studies as planned.

4. Calendar Copy

Using the following two-column format, provide a copy of the relevant program/graduate diploma requirements as they will appear in the FGS Calendar - <http://gradstudies.yorku.ca/current-students/regulations/program-requirements/>.

Please note: Senate requires that FULL Calendar copy be provided. Please include the entire graduate program/diploma section, not just text that is being revised.

Please clearly and visibly indicate how graduate program/graduate diploma information has been changed using strikethrough (left column), bold, underlining, colours, etc. (right column).

Existing Program/Graduate Diploma Information (change from)	Proposed Program/Graduate Diploma Information (change to)
N/A	N/A

Please submit completed forms and required supporting documentation by email to the Coordinator, Faculty Governance– mmschiff@yorku.ca

Memorandum

To: Faculty Council, Schulich School of Business
From: Markus Biehl, Chair, Programs Coordinating Committee
Date: October 5, 2017
Re: Course Evaluation Questions for Non-Lecture Format

MOTION:

That the Faculty Council approve the Course Evaluation questions for the non-lecture course formats as shown below.

RATIONALE:

Over the past few years the types of course formats offered at Schulich has expanded. In addition to lectures (LECT), guided / individual / independent studies (ISTY) and seminars (SEMR) and field experiences (FDEX, such as the 601 and 602 or ENTR 4400/6400), we now offer an expanded set of courses that take students to far flung places (Field Trip, FIEL, e.g., MGMT 6400), demand a research project (RESP, e.g., the MBAN placement course MBAN 6090 9.0 or research courses at the PhD level). It is impossible to use questions that were formulated primarily for a lecture experience to properly evaluate these types of courses.

Two years ago Faculty Council charged the Director of the SCTE as chair and program directors as members of a task force to review and potentially redesign our course evaluation questions. Until such time that this work has concluded, we need a vehicle to evaluate non-traditional courses.

The approach to the proposed questions was to stick as closely with the standard questions as possible, but change terms as necessary to adjust the questions to the context of the educational experience.

Course Evaluation Questions

Core Institutional Questions (Common for all courses)

U1	A comprehensive roadmap of the course (i.e. a syllabus or course outline, a breakdown with topics, assignments and exams etc
U2	The roadmap provided was mostly followed.
U3	Important policies and procedures (e.g., attendance, participation, missed tests, late assignments, contacting instructors, etc.) were stated in the course outline.
U4	The course materials (e.g., course kits, textbooks, readings, audio visual materials, lab manuals, websites, etc.) helped me achieve the course objectives.
U5	The course activities (e.g., lectures, discussions, simulations, assignments, exercises and presentations, etc.) helped me achieve the course objectives.
U6	The course tests/exams or final paper/essay were directly related to the course objectives.
U7	The course helped me grow intellectually.

Course type Specific Questions (same for LECT, ISTY, SEMR and FDEX)

C2	The COURSE encourages critical thinking skills such as problem-solving definition, decision making, judgment, analysis and
C4	The grading of assignments and exams was fair.
I1	The INSTRUCTOR was organized and well prepared.
I2	The INSTRUCTOR presented ideas and concepts clearly.
I3	The INSTRUCTOR showed enthusiasm for the subject.
I4	The INSTRUCTOR dealt effectively with student's questions and comments
I5	The INSTRUCTOR gave adequate feedback about your progress in the course.
I6	The INSTRUCTOR created and maintained a classroom environment that was conducive to learning
I7	The INSTRUCTOR provided a reasonable amount of time outside of class to meet with students (e.g. appointments, office hour

Course type Specific Questions (RESP)

C2	The project encourages critical thinking skills such as problem-solving definition, decision making, judgment, analysis and
C4	The grading of assignments and exams was fair.
I1	The INSTRUCTOR was organized and well prepared.
I2	The INSTRUCTOR presented ideas and concepts clearly.
I3	The INSTRUCTOR showed enthusiasm for the subject.
I4	The INSTRUCTOR dealt effectively with student's questions and comments
I5	The INSTRUCTOR gave adequate feedback about your progress in the course.
I6	The INSTRUCTOR created and maintained an environment that was conducive to learning
I7	The INSTRUCTOR provided a reasonable amount of time to meet with students

Course type Specific Questions (FIEL)

C2	The study tour encourages critical thinking skills such as problem-solving definition, decision making, judgment, analysis and
C4	The grading of assignments and exams was fair.
I1	The INSTRUCTOR was organized and well prepared.
I2	The INSTRUCTOR presented ideas and concepts clearly.
I3	The INSTRUCTOR showed enthusiasm for the subject.
I4	The INSTRUCTOR dealt effectively with student's questions and comments
I5	The INSTRUCTOR gave adequate feedback about your progress in the course.
I6	The INSTRUCTOR created and maintained an environment that was conducive to learning
I7	The INSTRUCTOR provided a reasonable amount of time to meet with students

Abbreviations:

FDEX - Field Experience (e.g. 601; IMBA6200)

FIEL - Field Trip (e.g. MGMT6400)

ISTY - Individual Study (4900; 6900)

LECT - Lecture

RESP - Research Paper (e.g. MBAN6090; PhD)

SEMR - Seminar (e.g. MFIN5000; MFIN5050)

Executive Committee Schulich School of Business Meeting Minutes

A meeting of the Executive Committee of Faculty Council for the 2017-2018 academic year was held on Friday September 29th 2017 at 11:30am in SSB N201.

Present:

A. Simpson (President, GBC), D. Zwick (Director, BBA/iBBA Programs), D. Matten (Associate Dean, Research), E. Rush (Secretary), G. Klar (Director, MF Program), J. Darroch (Chair, Nominating Committee), J. McKellar (Chair, Faculty Council), K. Gray (Guest - Director, Student & Enrolment Services), K. Tasa (Director, MMgt Program), M. Szaki (Executive Officer), M. Biehl (Associate Dean, Academic), Ricer (Guest - Appeals Secretary).

Absent/Regrets:

A. Campbell (Director, IMBA Program), A. Joshi (Director, MBA Program), C. Deng (President, PhD Students' Association), C. Pimentel Lucas (President, UBS), D. Horvath (Dean), D. Johnston (Vice-Chair, Faculty Council), E. Fischer (Director, PhD Program), H. Kim (Chair, SAC), M. Annisette (Director, MAcc Program; Associate Dean, Students; Chair, Masters Admissions Committee), M. Kipping (Director, EMBA Program), M. Kristal (Director, MBAN Program).

1. Chair's Remarks

The Chair welcomed committee members to the meeting.

a) Motion: Removal of Summer Authority Vested in Executive Committee

M. Szaki moved to add this item to the agenda. Seconded by K. Tasa. All in favour. Motion carried.

2. Enquiries and Communications

a) Remarks: President & Vice-Chancellor Rhonda Lenton re Decanal Appointment Process

This item was added to the agenda. The Chair also indicated that he will be sending a reminder to the faculty to reiterate the importance of attending the upcoming council meeting as President Lenton will be in attendance to provide an update on the decanal appointment process.

b) Consultation: Search for New Vice-President Academic & Provost

This item was added to the agenda.

c) All 'For Information items' were added to the agenda.

3. Dean's Remarks

Dean Horvath will make his remarks at the upcoming Faculty Council meeting.

4. Ph.D./GBC/UBS Initiatives

Student representatives will provide updates at the upcoming council meeting.

5. Master Programs Committee / Programs Coordinating Committee

- a) Motion: Proposal to Extend International Exchange Option to 1-Year Master Programs (M. Annisette)

M. Biehl moved to add this item to the agenda. Seconded by K. Tasa. M. Biehl provided the rationale for the change and noted that an update had been made to the wording in the last bullet. All in favour. Motion carried.

- b) Motion: Changes to Grading Policies & Guidelines (M. Biehl)

M. Biehl moved this item. Seconded by K. Tasa. M. Biehl indicated that small revisions have been made to this document since it last went to Faculty Council. The policy no longer requires faculty to provide a fixed percentage-to-letter grade translation scale in their course outline. Discussion ensued about the requirements of the policy. All in favour. Motion carried.

- c) Motion: Approval of New Master of Marketing Program (MMKG) (D. Rice)

D. Zwick moved to add this item to the agenda. Seconded by K. Tasa. A question was raised about why the admission requirements do not include the GRE. All in favour. Motion carried.

- d) Motion: New Course Proposals for Master of Marketing Program (MMKG) (D. Rice)

1. ACTG 5200 3.00 – Financial Decisions for Managers
2. MGMT 5100 3.00 – Business Decision Making
3. MKTG 6000 3.00 – Marketing Field Project 1 - Strategy
4. MKTG 6001 3.00 – Marketing Field Project 2 - Implementation
5. MKTG 6140 3.00 – Consumer Insights
6. MKTG 6230 3.00 – New Topics in Digital Marketing
7. MKTG 6370 3.00 – Marketing Analytics
8. MKTG 6560 3.00 – Digital Marketing Strategy

D. Zwick moved to add these courses to the agenda under one motion. Seconded by K. Tasa. All in favour. Motion carried.

- e) For Information: External Appraisal Report for Master of Marketing and Response Letter

This item was added to the agenda.

- f) Motion: Approval of New Master of Supply Chain Management Program (MSCM) (D.

Johnston)

M. Biehl moved to add this item to the agenda. Seconded by M. Szaki. All in favour. Motion carried.

g) Motion: New Course Proposals for Master of Supply Chain Management Program (MSCM) (D. Johnston)

1. OMIS 6200 3.00 – Strategic Supply Chain Management
2. OMIS 6210 3.00 – Transportation and Logistics Management
3. OMIS 6220 3.00 – Supply Relationship Management
4. OMIS 6230 3.00 – Coordinating Demand and Supply
5. OMIS 6300 3.00 – Managing Change in Supply Chains
6. OMIS 6310 3.00 – Managing International Trade in Supply Chains
7. OMIS 6320 1.50 – Enterprise Information Systems for Supply Chain Management
8. OMIS 6400 4.50 – Supply Chain Consulting Project

M. Biehl moved to add these courses to the agenda under one motion. Seconded by K. Tasa. All in favour. Motion carried.

h) For Information: External Appraisal Report for Master of Supply Chain Management and Response Letter

This item was added to the agenda.

The Chair commended the proponents of both new programs for the amount of work that went into preparing the proposals.

i) M. Biehl requested to add two other 'For Information' items to the agenda. The committee agreed.

6. Other Business

a) For Information: Committee Work Plans for 2017-2018

The committee added the work plans as 'For Information' items to the agenda.

7. Appeals

Three student appeals were reviewed by the Committee. For details, please contact Rachel Ricer, Appeals Panel Secretary, at rricer@schulich.yorku.ca.

8. Adjournment

The committee agreed to adjourn.

Consent Agenda:

The following items were approved by consent:

9. BBA/iBBA Committee
 - a) Curricular Changes:
 1. ACTG 4450 3.00 – Management Accounting & Control Systems (*retirement*)
 2. ACTG 4160 3.00 – Advanced Financial Accounting (*retirement*)
 3. ACTG 4610 3.00 – Advanced Auditing (*retirement*)
 4. ACTG 3700 3.00 – Taxes & Decision Making (*retirement*)
 5. MKTG 4560 3.00 – Digital Marketing (*course description*)
10. Master Programs Committee/Programs Coordinating Committee
 - a) For Information: Curricular Change: IMBA 6200 3.00 – International Field Study (*description*) *Approved under Summer Authority of Executive Committee in June 2017*
11. Nominating Committee
 - a) Updates to the 2017-2018 Nominating Slate
12. Executive Committee Meeting Minutes: May 12th, 2017