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**MEMORANDUM**

**ATTENTION** Senate **DATE** January 18, 2024  
**FROM** Mary O'Brien,  
Chair of Senate Graduate Studies  
Committee (SGSC)  
**RE:** Program Changes



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**For information:**

Acting under delegated authority at its meeting of January 9, 2024, SGSC approved the following curriculum item, effective **Fall 2024**:

**Beedie School of Business**

- 1) Program Change: Executive MBA
- 2) Program Change: MBA

**Faculty of Science**Department of Earth Sciences

- 3) Program Change: Earth Sciences MSc



**Memo to SGSC**

**To: Senate Graduate Studies Committee**  
**From: Sudheer Gupta, Associate Dean, Graduate Programs**  
**Re: New Courses BUS 694 and 695, Program Change form for EMBA**  
**Date: December 19, 2023**

The following curriculum revisions have been approved by the Beedie School of Business and are forwarded to the Senate Graduate Studies Committee for approval.

Please include them on the next SGSC agenda.

- ~~New Course Form for BUS 694~~
- ~~New Course Form for BUS 695~~
- **Related Program Change form for Executive MBA**

Thank you for your attention herein. Should you have any questions or concerns, please do not hesitate to contact me.

Sudheer Gupta  
Associate Dean, Graduate Programs, Beedie School of Business

## Calendar Entry Change for Executive MBA

<p>Summary of change:</p> <p>Addition of BUS 694 and BUS 695 and removal of BUS 699.</p>
<p>Rationale for change:</p> <p>BUS 699 is being expanded to include additional sessions after the original 3 day retreat which allow students to continue their learning and build on topics and discussions introduced during the retreat throughout their EMBA program. In place of the previous retreat course, students will take two offerings (one per year) of Building Trust and Collaboration. The original BUS 699 will be replaced with paired courses, with BUS 694 covering Part I of the expanded coursework and BUS 695 is proposed to cover Part II of the coursework. The course focuses on team development and building capacity to address conflicts, improve communication, build trust within teams and organizations, and foster a more inclusive and supportive work environment. To reflect the increased scope of the course, the title and credits have been updated.</p> <p>Permission language has been updated under the program requirements at the request of the Dean and Vice-Provost of Graduate Studies.</p>
<p>Effective term and year: Fall 2024</p>
<p>Will this change impact current students? If yes, what is the plan for current students? Students will be able to receive credit for work that was being done informally for previous groups.</p>

FROM	TO
<p><b>Program Requirements</b></p> <p>This program consists of core course requirements for a minimum of 56 units. Courses from other SFU graduate business programs, or special topic courses, may be substituted for courses below at the discretion of the <del>academic director</del>.</p> <p>EMBA students complete a minimum of 56 units from the following</p> <p><u>BUS 603</u> - Structure and Change in Organizations (4)</p>	<p><b>Program Requirements</b></p> <p>This program consists of core course requirements for a minimum of 56 units. Courses from other SFU graduate business programs, or special topic courses, may be substituted for courses below at the discretion of the <b>Dean and Vice-Provost of Graduate Studies</b>.</p>

<p><u>BUS 606 - Finance (4)</u>  <u>BUS 607 - Strategy (4)</u>  <u>BUS 610 - Directed Studies in Business Administration (2)</u>  <u>BUS 611 - Directed Studies in Business Administration (4)</u>  <u>BUS 612 - Directed Studies in Business Administration (4)</u>  <u>BUS 615 - Marketing (4)</u>  <u>BUS 621 - Information Technology and Organizational Transformation (4)</u>  <u>BUS 632 - Operations Management (4)</u>  <u>BUS 635 - Operational Finance (2)</u>  <u>BUS 636 - Corporate Finance (2)</u>  <u>BUS 637 - Marketing Management (2)</u>  <u>BUS 638 - Marketing Strategy (2)</u>  <u>BUS 639 - Financial Statement Analysis (2)</u>  <u>BUS 640 - Managerial Accounting (2)</u>  <u>BUS 641 - Cross Cultural Management (2)</u>  <u>BUS 642 - International Competitive Strategy (2)</u>  <u>BUS 643 - Entrepreneurship (2)</u>  <u>BUS 644 - Entrepreneurial Finance (2)</u>  <u>BUS 645 - Capstone Simulation (2)</u>  <u>BUS 646 - Managing Innovation (2)</u>  <u>BUS 647 - Entrepreneurship and Innovation (4)</u>  <u>BUS 648 - Indigenous Business and Communities (2)</u>  <u>BUS 649 - Corporate Responsibility (2)</u>  <u>BUS 650 - Business Ethics (2)</u>  <u>BUS 651 - Managerial Economics (4)</u>  <u>BUS 652 - Special Topics in Business Administration (3)</u>  <u>BUS 653 - Special Topics in Business Administration (2)</u>  <u>BUS 654 - Special Topics in Business Administration (2)</u>  <u>BUS 655 - Special Topics in Business Administration (2)</u>  <u>BUS 660 - Special Topics in Business Administration (4)</u>  <u>BUS 661 - Special Topics in Business Administration (4)</u>  <u>BUS 662 - Negotiations (2)</u></p>	<p>EMBA students complete a minimum of 56 units from the following</p> <p><u>BUS 603 - Structure and Change in Organizations (4)</u>  <u>BUS 606 - Finance (4)</u>  <u>BUS 607 - Strategy (4)</u>  <u>BUS 610 - Directed Studies in Business Administration (2)</u>  <u>BUS 611 - Directed Studies in Business Administration (4)</u>  <u>BUS 612 - Directed Studies in Business Administration (4)</u>  <u>BUS 615 - Marketing (4)</u>  <u>BUS 621 - Information Technology and Organizational Transformation (4)</u>  <u>BUS 632 - Operations Management (4)</u>  <u>BUS 635 - Operational Finance (2)</u>  <u>BUS 636 - Corporate Finance (2)</u>  <u>BUS 637 - Marketing Management (2)</u>  <u>BUS 638 - Marketing Strategy (2)</u>  <u>BUS 639 - Financial Statement Analysis (2)</u>  <u>BUS 640 - Managerial Accounting (2)</u>  <u>BUS 641 - Cross Cultural Management (2)</u>  <u>BUS 642 - International Competitive Strategy (2)</u>  <u>BUS 643 - Entrepreneurship (2)</u>  <u>BUS 644 - Entrepreneurial Finance (2)</u>  <u>BUS 645 - Capstone Simulation (2)</u>  <u>BUS 646 - Managing Innovation (2)</u>  <u>BUS 647 - Entrepreneurship and Innovation (4)</u>  <u>BUS 648 - Indigenous Business and Communities (2)</u>  <u>BUS 649 - Corporate Responsibility (2)</u>  <u>BUS 650 - Business Ethics (2)</u>  <u>BUS 651 - Managerial Economics (4)</u>  <u>BUS 652 - Special Topics in Business Administration (3)</u>  <u>BUS 653 - Special Topics in Business Administration (2)</u>  <u>BUS 654 - Special Topics in Business Administration (2)</u></p>
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<p><u>BUS 663</u> - Special Topics in Business Administration (4)</p> <p><u>BUS 664</u> - New Ventures (4)</p> <p><u>BUS 681</u> - Leadership and Teamwork (4)</p> <p><u>BUS 689</u> - Special Topics in Business Administration (3)</p> <p><u>BUS 691</u> - Business, Community and Government (4)</p> <p><u>BUS 699</u> - Orientation Retreat (0) *</p> <p>* <del>BUS 699 is a prerequisite for all courses in this program</del></p>	<p><u>BUS 655</u> - Special Topics in Business Administration (2)</p> <p><u>BUS 660</u> - Special Topics in Business Administration (4)</p> <p><u>BUS 661</u> - Special Topics in Business Administration (4)</p> <p><u>BUS 662</u> - Negotiations (2)</p> <p><u>BUS 663</u> - Special Topics in Business Administration (4)</p> <p><u>BUS 664</u> - New Ventures (4)</p> <p><u>BUS 681</u> - Leadership and Teamwork (4)</p> <p><u>BUS 689</u> - Special Topics in Business Administration (3)</p> <p><u>BUS 691</u> - Business, Community and Government (4)</p> <p><b><u>BUS 694</u> - Brave Conversations for Building Trust and Collaboration I (2)</b></p> <p><b><u>BUS 695</u> - Brave Conversations for Building Trust and Collaboration II (2)</b></p>
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Segal Graduate School

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**Memo to SGSC**

**To: Senate Graduate Studies Committee**  
**From: Sudheer Gupta, Associate Dean, Graduate Programs**  
**Re: Program Change forms for MBA**  
**Date: November 23, 2023**

The following curriculum revisions have been approved by the Beedie School of Business and are forwarded to the Senate Graduate Studies Committee for approval.

Please include them on the next SGSC agenda.

- **Program Change for MBA Master of Business Administration**

Thank you for your attention herein. Should you have any questions or concerns, please do not hesitate to contact me.

Sudheer Gupta  
Associate Dean, Graduate Programs, Beedie School of Business

## Calendar Entry Change for MBA Master of Business Administration

<p>Summary of change:</p> <p>Requirement language has been updated to allow for greater flexibility in course offerings. Special topics courses of varying credit amounts and grading basis have been included to allow the program to offer more variety of topical subjects at various workload levels. Each course list includes one special topics course of each unit amount and grading basis; however not all special topics will be offered in a given calendar year/study plan.</p> <p>Substitution approval language updated at the request of the Dean and Vice-Provost of Graduate Studies.</p>
<p>Rationale for change:</p> <p>These adjustments provide greater optionality and flexibility for students regarding course topics and format.</p>
<p>Effective term and year: <b>Fall 2024</b></p>
<p>Will this change impact current students? If yes, what is the plan for current students? No material impact. The language change creates flexibility so that it is easier for the program to offer new and novel course topics should the opportunity arise without impacting student requirements.</p>

FROM	TO
<p><b>Program Requirements</b></p> <p>This program consists of <del>—course requirements and an internship for a</del> minimum of 58 units. Courses from other SFU graduate business programs, or special topic courses, may be substituted for courses below at the discretion of the <del>academic director.</del></p> <p>FULL-TIME MBA</p> <p><del>Students in the full-time program must complete all of</del></p>	<p><b>Program Requirements</b></p> <p>This program consists of a minimum of 58 units. Courses from other SFU graduate business programs, or special topic courses, may be substituted for courses below at the discretion of the <b>Dean and Vice-Provost of Graduate Studies.</b></p> <p>FULL-TIME MBA</p> <p><b>Students must complete 58 units chosen in consultation with the</b></p>

BUS 700 - Orientation (0) \*  
BUS 702 - Marketing Management (3)  
BUS 703 - Managerial Economics (3)  
BUS 704 - Leadership and Teamwork (3)  
BUS 705 - Financial/Managerial Accounting (3)  
BUS 706 - Business Analytics (3)  
BUS 707 - Business Ethics (2)  
BUS 708 - Financial Management (3)  
BUS 709 - Managing Information (3)  
BUS 710 - Managing Global Enterprises (3)  
BUS 711 - Negotiation and Conflict Resolution (3)  
BUS 712 - Managing a Globalized Workforce (2)  
BUS 714 - Entrepreneurship (3)  
BUS 715 - Operations Management (3)  
BUS 716 - Sustainability (3)  
BUS 718 - Business Strategy (3)  
BUS 719 - Managing People and Organizations (3)  
BUS 723 - Introduction to Managerial Thought (2)  
BUS 724 - Organizational Analysis (2)  
BUS 725 - International Applied Project (2)  
BUS 730 - Indigenous Business Environments in Community (2)  
BUS 741 - Indigenous Business Environments (2)

and an internship

BUS 727 - MBA Internship (0) or BUS 728 - Research Practicum (0) \*\*

and a capstone simulation

~~BUS 729 - Capstone Simulation (2)~~

\*BUS 700 is a prerequisite for all courses in this program

\*\*BUS 728 should be taken by students entering the PhD program

**program director from the list of courses below,**

BUS 700 - Orientation (0) \*  
**BUS 655 - Special Topics in Business Administration (2)**  
BUS 702 - Marketing Management (3)  
BUS 703 - Managerial Economics (3)  
BUS 704 - Leadership and Teamwork (3)  
BUS 705 - Financial/Managerial Accounting (3)  
BUS 706 - Business Analytics (3)  
BUS 707 - Business Ethics (2)  
BUS 708 - Financial Management (3)  
BUS 709 - Managing Information (3)  
BUS 710 - Managing Global Enterprises (3)  
BUS 711 - Negotiation and Conflict Resolution (3)  
BUS 712 - Managing a Globalized Workforce (2)  
BUS 714 - Entrepreneurship (3)  
BUS 715 - Operations Management (3)  
BUS 716 - Sustainability (3)  
BUS 718 - Business Strategy (3)  
BUS 719 - Managing People and Organizations (3)  
**BUS 720- Special Topics in Business Administration (2)**  
**BUS 721 - Special Topics in Business Administration (3)**  
BUS 723 - Introduction to Managerial Thought (2)  
BUS 724 - Organizational Analysis (2)  
BUS 725 - International Applied Project (2)  
**BUS 729 - Capstone Simulation (2)**  
BUS 730 - Indigenous Business Environments in Community (2)  
BUS 741 - Indigenous Business Environments (2)  
**BUS 742 - Leadership Retreat (2)\*\*\***  
**BUS 774- Special Topics (4)**



Students who have completed or have been enrolled in the graduate diploma in business administration program at SFU may receive advance credit for BUS 703, 705, 706, 707, 708, and 719 at the discretion of the academic director. A minimum grade of B (3.0) in the course equivalent is required.

PART-TIME MBA

~~Students in the part-time program must complete all of~~

BUS 510 - Financial and Managerial Accounting (4)

BUS 552 - Managerial Economics (4)

BUS 553 - Business Analytics (4)

BUS 555 - Managerial Finance (4)

BUS 556 - Marketing Management (4)

BUS 557 - Managing People and Organizations (4)

BUS 700 - Orientation (0) \*\*\*

BUS 707 - Business Ethics (2)

BUS 720 - Special Topics in Business Administration (2)

BUS 726 - Business Innovation and Creativity (2)

BUS 730 - Indigenous Business Environments in Community (2)

BUS 733 - Negotiations (2)

BUS 734 - Entrepreneurship (4)

BUS 735 - Sustainability (4)

BUS 736 - Leading Self & Others (2)

BUS 737 - Business Strategy (4)

BUS 738 - Operations Management (4)

BUS 739 - Managing Information (4)

BUS 741 - Indigenous Business Environments (2)

\*\*\*BUS 700 is a prerequisite for all courses in this program

~~NOTE: The internship and capstone simulation are not required for the part-time MBA program.~~

and an internship

BUS 727 - MBA Internship (0) or BUS 728 - Research Practicum (0) \*\*

\*BUS 700 is a prerequisite for all courses in this program

\*\*BUS 728 should be taken by students entering the PhD program

**\*\*\* BUS 742 contains an additional course fee. Students who choose not to take it may take BUS 655 or BUS 723 as an alternative.**

Students who have completed or have been enrolled in the graduate diploma in business administration program at SFU may receive advance credit for BUS 703, 705, 706, 707, 708, and 719 at the discretion of the academic director. A minimum grade of B (3.0) in the course equivalent is required.

PART-TIME MBA

**Students must complete 58 units chosen in consultation with the program director from the list of courses below**

BUS 510 - Financial and Managerial Accounting (4)

BUS 552 - Managerial Economics (4)

BUS 553 - Business Analytics (4)

BUS 555 - Managerial Finance (4)

BUS 556 - Marketing Management (4)

BUS 557 - Managing People and Organizations (4)

**BUS 655 - Special Topics in Business Administration (2)**

BUS 700 - Orientation (0) \*\*\*\*

BUS 707 - Business Ethics (2)

Students who have completed or have been enrolled in the graduate diploma in business administration program at SFU may receive advance credit for BUS 510, 552, 553, 555, 556, 557, 707, and 739 at the discretion of the academic director. A minimum grade of B (3.0) in the course equivalent is required.

## Program Length

Students are expected to complete the ~~academic portion of the full-time MBA in three terms and the internship portion in one term.~~ Students are expected to complete the part-time MBA in six terms.

BUS 720 - Special Topics in Business Administration (2)

BUS 726 - Business Innovation and Creativity (2)

BUS 730 - Indigenous Business Environments in Community (2)

BUS 733 - Negotiations (2)

BUS 734 - Entrepreneurship (4)

BUS 735 - Sustainability (4)

BUS 736 - Leading Self & Others (2)

BUS 737 - Business Strategy (4)

BUS 738 - Operations Management (4)

BUS 739 - Managing Information (4)

BUS 741 - Indigenous Business Environments (2)

**BUS 774 - Special Topics (4)**

\*\*\*\*BUS 700 is a prerequisite for all courses in this program

Students who have completed or have been enrolled in the graduate diploma in business administration program at SFU may receive advance credit for BUS 510, 552, 553, 555, 556, 557, 707, and 739 at the discretion of the academic director. A minimum grade of B (3.0) in the course equivalent is required.

## Program Length

Students are expected to complete the **full-time MBA in four or five terms depending on cohort requirements.** Students are expected to complete the part-time MBA in six terms.



**MEMO**

**Faculty of  
Science**

ATTENTION: Senate Graduate Studies Committee

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FROM: Vance Williams, Associate Dean Graduate Studies,  
Faculty of Science

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RE: Proposed Course Changes and Additions for Fall 2024,  
Faculty of Science

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DATE: December 20, 2023

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Dear SGSC,

The following program change has been approved by the Faculty of Science and is being submitted to the Senate Graduate Studies committee for approval.

**EASC M.Sc. Program Requirements** (*re: EASC 810*)

Enclosed are the documents in support of these changes.

Sincerely,

A handwritten signature in blue ink that reads "Vance Williams".

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Vance Williams  
Associate Dean Graduate Studies, Faculty of Science

MEMO

**ATTENTION** Faculty of Science Graduate Studies Committee  
(Science)

**FROM** Gwenn Flowers, EASC Graduate Committee Chair

**RE** EASC 810 program change

**DATE:** 18 December 2023

Dear FGSC,

The following program changes have been approved by the Department of Earth Sciences and are forwarded to the Faculty of Science Graduate Studies Committee for approval. These curriculum items should be effective for Fall 2024. Please include them on the next FGSC agenda.

This program change should have taken place at the time the number of credits for EASC 810 was increased from 0 to 3. The rationale for that course-credit change was: “Response to departmental review. Review panel recommended this 0-unit course be made 3 units in order for MSc students to more readily fulfill their 12-unit coursework requirements, with the goal of reduction MSc finishing times.”

For students to “more readily fulfill their...requirements” meant that the 3 units should have been counted toward the 12 units, not required in addition to the 12 units. The EASC GPC was not aware that a separate program change was required for this intention to be fulfilled, and this error was not caught at any stage of the approval process. The requested calendar change is intended to correct this error.

Please note that EASC 810 is similar to CHEM 802, which also counts toward the 12 required units for MSc students in Chemistry.



Gwenn Flowers  
EASC Graduate Program Committee Chair

## Calendar Entry Change for MSc in Earth Sciences

<p>Summary of change:</p> <p>To have EASC 810 (3 units) count towards the 12-unit requirement for MSc students</p>
<p>Rationale for change:</p> <p>This program change should have taken place at the time the number of credits for EASC 810 was increased from 0 to 3. The rationale for that course-credit change was: “Response to departmental review. Review panel recommended this 0-unit course be made 3 units in order for MSc students to more readily fulfill their 12-unit coursework requirements, with the goal of reduction MSc finishing times.”</p> <p>For students to “more readily fulfill their...requirements” meant that the 3 units should have been counted toward the 12 units, not required in addition to the 12 units. The EASC GPC was not aware that a separate program change was required for this intention to be fulfilled, and this error was not caught at any stage of the approval process. The requested calendar change is intended to correct this error.</p> <p>Please note that EASC 810 is similar to CHEM 802, which also counts toward the 12 required units for MSc students in Chemistry.</p>
<p>Effective term and year: Fall 2024</p>
<p>Will this change impact current students? If yes, what is the plan for current students?</p> <p>Yes, in a positive manner. Current students will be able to use EASC 810 toward their 12 required units, allowing them to complete course requirements more quickly.</p>

FROM	TO
<p><b>Program Requirements</b></p> <p>[...]</p> <p>Students must complete</p> <p>EASC 600 - Introduction to Graduate Studies (0)</p> <p>A minimum of <del>12</del> units of EASC graduate courses (or related graduate courses from other</p>	<p><b>Program Requirements</b></p> <p>[...]</p> <p>Students must complete</p> <p>EASC 600 - Introduction to Graduate Studies (0)</p> <p>A minimum of <b>nine</b> units of EASC graduate courses (or related graduate courses from</p>

departments with the graduate program chair's approval)	other departments with the graduate program chair's approval)
EASC 810 - MSc Thesis Proposal (3) EASC 898 - MSc Thesis (18)	EASC 810 - MSc Thesis Proposal (3) EASC 898 - MSc Thesis (18)
[...]	[...]