

York University
Schulich School of Business
Master Programs Committee
Mandate

Purpose and Responsibilities

To provide a forum for collegial discussion and coordination by program stakeholders, including faculty members, students, staff, and academic and administrative support providers.

To review, discuss and recommend to Faculty Council curricular, program regulatory, pedagogical, and other academic issues concerning Schulich's master programs (except EMBA).

Recommendations on the following issues would be discussed, approved, and forwarded to Faculty Council for final approval:

- Curricular reviews and changes
- Masters-level policies and regulations
- New course proposals and substantive changes (e.g., course number, course title) to existing courses
- Issues related to teaching and learning in master courses

Note: When substantive issues are discussed and decided upon that also affect the Undergraduate programs, the committee's membership may be expanded to include the UG Program Director and Associate Director plus two UG student representatives. In this case, the Committee will meet as the Programs Coordinating Committee (rather than Master Programs Committee).

Committee Membership

Ex Officio Voting Members:

- Degree Program Directors of all Schulich master programs and joint MBA programs
- Associate Dean, Academic (Chair, casting vote only)
- Associate Dean, Students
- Associate Dean, Programs (Alternate Chair)
- Director, Schulich Centre for Teaching Excellence
- Director, Global Relations
- Faculty E-Learning and Experiential Education Leads
- Chair, Committee for Equity and Community
- 1 student representative from each 1 year-program; 2 student representatives from each 2year program (nominated to the Committee by the Graduate Business Council)

Elected Voting Members:

- 1 faculty representative from each functional area other than a program director; the representative should teach in at least one of the master programs.

Ex-Officio Non-Voting Members:

- Student Services representative
- Director, Student and Enrolment Services
- Executive Director, IS&T
- Executive Director, Career Development Centre
- Executive Director, Alumni Relations
- Director, Academic Affairs

Meeting Schedule and Quorum

Monthly during the Fall and Winter semesters or at the call of the chair; quorum: 10 voting members

Sub-Committees

The Master Programs Committee comprises a sub-committee for each Schulich master programs to ensure that issues of particular importance to an individual program receive adequate and detailed attention. The results of discussions may be brought to the Committee for a wider discussion or decision-making.

Membership consists of the following individuals, plus any additional members as determined by the sub-committee. The additional membership may be specific to the issues discussed by the subcommittee.

Ex Officio Voting Members:

- Program Director (Chair)
- At least 1 faculty representative who is a member of the committee
- At least 1 student representative from the relevant program who is a member of the committee

Meeting Schedule and Quorum

Meetings at the call of the chair; quorum: 3 voting members