

UNDERGRADUATE COUNCIL
Tuesday, March 3, 2020 at 2:30 p.m.
Gilmour Hall, Council Room (Room 111)

AGENDA

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UNIVERSITY SECRETARIAT
• Board of Governors
• Senate

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REPORT TO UNDERGRADUATE COUNCIL
from the
UNDERGRADUATE COUNCIL AWARDS COMMITTEE

FOR APPROVAL

I Terms of Award

At its February 11, 2020 meeting, the Undergraduate Council Awards Committee approved the following for new awards and bursaries for recommendation to Undergraduate Council. Details of the proposed recommendations are contained in Attachment I of the circulated report.

i. New Awards

The Humanities Entrance Award
The Howe Family Academic Grant

ii. New Bursaries

The Cocco Family Bursary
The Iris Piccini Bursary
The Walter Brandstaeter Memorial Bursary
The Dr. Charles Knapp Bursary

The Undergraduate Council Awards Committee now recommends,

that the Undergraduate Council approve two new awards and four new bursaries, as set out in the attached.

FOR INFORMATION

II Award Name Change

At the same meeting, the Awards Committee received, for information, one Award Name Change.

Undergraduate Council
March 3, 2020

PROPOSED NEW AWARDS FOR APPROVAL

Entrance Awards

The Humanities Entrance Award

Established in 2019 by the Faculty of Humanities.

Requirements: To be awarded to students entering the Faculty of Humanities who, in the judgment of the Faculty, attained high averages and demonstrate a strong desire to study in the Humanities.

Typically Available: 6 x \$2,500

In-Course and Renewal Academic Grants

The Howe Family Academic Grant

Established in 2019 by Stephen Howe, B.Eng. (Class of '90), in memory of his parents, Peter and Doreen Howe, who were passionate and committed educators.

Requirements: To be awarded to female students in Level 2 or above in the Faculty of Engineering who attain high averages and demonstrate financial need.

Typically Available: 1 x \$4,000

PROPOSED NEW BURSARIES FOR APPROVAL

Submitted by the Office of Student Financial Aid & Scholarships

The Cocco Family Bursary

Established by Dom Cocco, B.Com. (Class of '83).

Requirements: To be granted to students enrolled in any program who demonstrate financial need and who require assistance with disability-related costs approved by Student Accessibility Services.

The Iris Piccini Bursary

Established in 2019 by the Estate of Iris Piccini, B.A. (Class of '92).

Requirements: To be granted to an undergraduate student enrolled in a Sociology program who demonstrates financial need.

Submitted by the Faculty of Health Sciences

The Walter Brandstaeter Memorial Bursary

Established in 2018 by the estate of Waltraud E. Jeremic in memory of his late brother Walter Brandstaeter.

Requirements: To be granted to students enrolled in the Michael G. DeGroote School of Medicine who demonstrate financial need.

The Dr. Charles Knapp Bursary

Established in 2019 by Dr. Charles Knapp (MD '87) to commemorate the 50th Anniversary of the McMaster Medical School.

Requirements: To be granted to students in the Michael G. DeGroote School of Medicine who demonstrate financial need. Preference will be given to students with an interest in Anesthesiology.

FOR INFORMATION

AWARD NAME CHANGES

The ~~Marcus Udokang~~ OBU Academic Grant

REPORT TO UNDERGRADUATE COUNCIL
from the
UNDERGRADUATE COUNCIL
CERTIFICATES AND DIPLOMAS COMMITTEE

FOR APPROVAL

I. Revisions to Certificate and Diploma Programs

At its February 11, 2020 meeting, the Undergraduate Council Certificates and Diplomas Committee approved minor revisions to the McMaster English Language Development (MELD) Diploma. Details of the proposed revisions are contained in within circulated report.

It is now recommended,

that the Undergraduate Council approve revisions to the McMaster English Language Development (MELD) Diploma, as set out in the attached.

FOR INFORMATION

II. New Certificate of Completion Programs

At the same meeting, the Certificates and Diplomas Committee received, for information, the establishment of the Certificate of Completion, Academic Writing.

III. New Certificate of Attendance Programs

At the same meeting, the Certificates and Diplomas Committee received, for information, the establishment of the Certificate of Attendance, Professor Hippo-on-Campus.

Undergraduate Council
March 3, 2020

FACULTY OF HUMANITIES
CURRICULUM REVISIONS FOR 2020-21
Addendum to Certificate & Diploma Programs

1. REVISIONS TO EXISTING DIPLOMA/CERTIFICATE COURSES:

1.1 MELD 1DD3 - Advanced Academic Listening Skills

3 unit(s)

~~Students build on the lecture listening skills developed in 1D03 by moving through advanced academic content, representing a range of disciplines.~~ The focus of this course is on oral academic communication (e.g., discussions) and the development of superior listening, note-taking and studying skills, using a variety of advanced academic content.

Four hours; one term

Prerequisite(s): Registration in the McMaster English Language Development Diploma (MELD) program

Justification: Minor revisions to description, to best reflect course content.

**Continuing Education – Certificate of Completion Program Proposal for
Information Purposes**

Department & Program Information (complete all fields)	
Program Name:	Academic Writing
Credential:	Certificate of Completion
Name of Representative:	Lorraine Carter
Effective Date:	May 1, 2020
Date of Submission:	February 11, 2020
Academic Merit (complete all fields; remove rows of items not required)	
i) Program Overview	<p>The program will be a part of Continuing Education's Skill Development area.</p> <p>The program is designed for adult learners seeking to develop and improve their writing skills for academic study and the workplace. The program will be offered online to accommodate the adult learners' busy schedules. Program topics have been selected to develop effective writing and communication skills applicable to academic programs offered by McMaster Continuing Education and undergraduate degree studies. Learners will select courses based on their specific needs and goals.</p> <p>This is an open enrolment online program with multiple scheduled offerings.</p>
ii) Learning Objectives	<p>Upon completion of the program, learners will be able to:</p> <ol style="list-style-type: none"> 1) Critically read and interpret academic writing assignments 2) Employ different styles and writing formats applicable to academic assignments 3) Apply academic writing strategies to plan, research, outline, formulate a thesis, compose a draft, edit, and revise in a cross-section of writing assignments 4) Explain and apply the principles of academic integrity 5) Demonstrate skill in foundational elements of grammar and style
iii) Meeting Learning Objectives	Individual course outcomes are mapped to the overall program objectives. The delivery format and teaching methods are

		structured to have a maximum effect on achieving the learning objectives.		
iv)	Program Completion Requirements	Learner’s must complete 30 hours of program courses to qualify for the Certificate of Completion.		
v)	Program Delivery Format	The program will be delivered online using McMaster’s Learning Management System, Avenue to Learn. Courses will include asynchronous activities and opportunities for synchronous discussions/webinars.		
vi)	Student Evaluations (Grading Process)	Each course will include a series of writing and application-based assignments to evaluate the learner’s level of competency in achieving the learning outcomes.		
vii)	Course Evaluation	In each course, participants will complete an evaluation to assess content, delivery, materials, method of evaluation and instruction.		
viii)	Course Instruction	Instructors will be selected from a pool of qualified external professionals. Selection will be based on academic background and/or experience within the field.		
Listing of Courses				
Course Name		Required/Elective	Unit Value	Term
Fundamentals of Grammar and Style		Elective	Non-credit	Fall 2020
Course Description				
In this course, students will learn foundational skills required for writing successfully in any context. Designed for students seeking to learn the fundamental rules of grammar and style and/or refresh prior study, the course serves as an excellent touchstone for further growth as a writer. Topics include parts of speech, sentence structure, punctuation, paragraph structure, identification and correction of common errors, and more. The course also includes practical application activities. Content hours: 20 hours				
Course Name		Required/Elective	Unit Value	Term
Getting Started – The Elements of Writing		Elective	Non-credit	Fall 2020
Course Description				
This course is about discovering and practising strategies for successful writing in academic and professional settings. Best practices for the writing process including planning, outlining, establishing position and voice, drafting, editing, and revising will be the focus of the course. Common writing styles and formats will be presented so learners can practise and evaluate their writing skills. An introduction to proper citation formats and policies of academic integrity will be presented. Content hours: 20 hours				
Course Name		Required/Elective	Unit Value	Term

Ready, Set, Write! Academic Essay Writing	Elective	Non-credit	Fall 2020
Course Description This course is about writing academic essays and other common academic assignments. Strategies explored in the course will help learners to interpret assignment language; establish plans for selecting, researching, and critically evaluating source material; develop coherent thesis statements; and prepare outlines. A series of writing activities will guide learners through the academic writing process as they plan, write, edit, revise and cite their work. An overview of academic integrity principles and practices will also be covered in the course. Content hours: 20 hours			
Course Name	Required/Elective	Unit Value	Term
What is Academic Integrity?	Elective	Non-credit	Fall 2020
Course Description Ensuring academic integrity is critical in academic writing. Because of the importance of academic integrity, this course focuses on the principles and practices of academic integrity through a series of activities designed to identify, assess, and correct potential cases of plagiarism as well as ensure that academic papers demonstrate a high level of integrity and excellence in general. Strategies and tools to maintain academic integrity through the stages of research, writing, and editing an academic paper will be explored. Content hours: 10 hours			

Submission for consideration by the Secretariat and the Certifications and Diplomas Committee for approval at UGC as Certificate of Attendance:

Starting in early February 2020, all Faculty and staff at McMaster will be eligible to register for this program on Mosaic (which then directs them to Avenue to Learn), and takes approximately 3 hours to complete in total, and includes a pre- and post-survey which take about 10-15 minutes each. Participation is voluntary. In order to be granted a Certificate of Attendance, they will need to complete all of the 8 modules and both surveys. These certificates will only be issued by the program staff, located in the MacPherson Institute. This program is led by Dr. Catharine Munn, who reports in to the Provost and the McMaster Student Mental Health and Well-being Advisory Committee, chaired by the Provost.

**Professor Hippo-on-Campus:
Student Mental Health Education Program for Educators and Navigators**

Professor Hippo is a series of 8 online modules which have been designed to educate and inspire educators and navigators in our university community to improve student mental health and well-being. Participants will build the knowledge, skills and confidence to help them to prevent, support and respond to student stress, distress and mental health issues among McMaster students.

Purpose of Professor Hippo-on-Campus?

Demand for student mental health support and services is increasing on post-secondary campuses in North America. Campuses must develop systems and processes to ensure students receive the attention, support and care that they need to thrive academically and personally. Building support and safety networks requires campus-wide engagement and culture shifts. At McMaster, we are committed to this endeavour.

Faculty and instructors (educators) and those who interact with, support and supervise McMaster students in many other ways (navigators) are integral to this process. They should not be expected to be mental health experts or counsellors, but they are often ideally situated to recognize and respond to stressed and distressed students *and* to start important conversations and prevent unnecessary stress and distress. They must feel prepared and comfortable to address student needs in ways that are consistent with and appropriate to their roles.

The Professor Hippo-on-Campus program has been designed and tested to help accomplish these goals in an accessible and engaging format. You will learn a lot about what's available and what to do to support student mental health. Let's start talking about the hippo in the room - mental health!

What will I learn in the 8 modules?

You will learn, along with Professor Hippo, about...

1. Why Professor Hippo?

2. Stress, Resilience and Coping
3. Emotions, Mental Health and Mental Illness
4. Creating a Mental-Health Positive and Inclusive Learning Environment
5. Communicating with Stressed and Distressed Learners
6. Recognizing and Responding to Students in Distress or Difficulty
7. Accommodations: Context and Process
8. Mental Health Matters for Educators and Navigators

Who will want to take this program?

- Educators (those teaching and supervising students academically)
 - o Sessional instructors
 - o Faculty
 - o Teaching Assistants
 - o Research Assistants
 - o Postdoctoral Fellows
- Navigators (those interacting with, supporting and supervising students in other ways)
 - o Administrators
 - o Full-time staff
 - o Part-time staff
 - o Contract staff

How can you take this program?

Register on Mosaic. You must complete the pre- and post-surveys in addition to the modules in order to be certified and recognized as completing the program. Sign up today!

Main Contact:

Jennifer Blaney
Educational Developer, MacPherson Institute
905-525-9140 ext. 26785
blaney@mcmaster.ca

Lead:

Dr. Catharine Munn, M.Sc., M.D., F.R.C.P.(C)
munnc@mcmaster.ca

Recognizing and Responding to Students in Distress or Difficulty (link to PDF)

<https://wellness.mcmaster.ca/app/uploads/2019/11/Responding-to-Student-in-DistressNov2019-final.pdf>



Certificate of Attendance

is hereby presented to

Insert Name Here

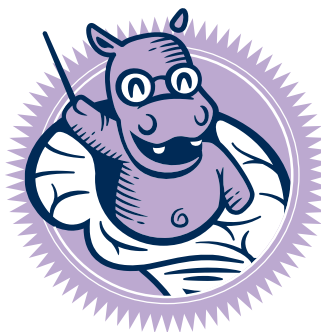
to recognize the successful completion of

**Professor Hippo-on-Campus Student Mental Health
Education Program for Educators and Navigators**

Delivered by McMaster University

Dr. Susan Searls Giroux

Acting Provost, Vice President Academic
McMaster University



Dr. Catharine Munn

Creator & Lead, Professor Hippo-on-Campus Program
Paul R. MacPherson Institute for Leadership,
Innovation and Excellence in Teaching

REPORT TO UNDERGRADUATE COUNCIL
from the
UNDERGRADUATE COUNCIL
CURRICULUM AND ADMISSIONS COMMITTEE

- I** Addenda to Curriculum Revisions for Inclusion in the 2020-2021 Undergraduate Calendar
At its February 11, 2020 meeting, the Undergraduate Council Curriculum and Admissions Committee approved, for recommendation to Undergraduate Council, the following curriculum revisions for inclusion in the *2020-2021 Undergraduate Calendar*.

Faculty of Business	(Attachment I)
Faculty of Humanities	(Attachment II)
Faculty of Social Sciences	(Attachment III)

MOTIONS:

The Undergraduate Council Curriculum and Admissions Committee now recommends,

Motion 1:

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the *Honours Bachelor of Commerce Internship* program as a modification of the existing *Honours Bachelor of Commerce* program, for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Business, and set out in the attached.

Motion 2:

that the Undergraduate Council approve, for recommendation to Senate, the establishment of the *Honours Bachelor of Commerce in Integrated Business and Humanities Internship* program as a modification of the existing *Honours Bachelor of Commerce in Integrated Business and Humanities* program, for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Business, and set out in the attached.

Motion 3:

that the Undergraduate Council approve, for recommendation to Senate, revisions to *Admission Requirements* and *General Academic Regulations* for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculty of Business, and set out in the attached.

Motion 4:

that the Undergraduate Council approve curriculum revisions for inclusion in the *2020-2021 Undergraduate Calendar*, as recommended by the Faculties of Business, Humanities, and Social Sciences, and set out in the attached.

Undergraduate Council: FOR APPROVAL
March 3, 2020

**Faculty of Business, January Undergraduate Curriculum Report
to
Undergraduate Council, for the 2020-2021 Undergraduate Calendar,
Approved by the Faculty of Business Faculty Council (February 11, 2020)**

January 2020

Summary of Proposed Changes

**FACULTY OF BUSINESS
REPORT TO SENATE
SUMMARY OF MAJOR CURRICULUM CHANGES FOR 2020-2021
ACADEMIC CALENDAR**

JANUARY 2020

This report highlights substantive changes being proposed to the Undergraduate curriculum. For a complete review of all changes, please refer to the Faculty of Business Curriculum Report for Changes to the 2020-2021 Undergraduate Calendar, located electronically at: <http://ug.degroote.mcmaster.ca/curriculum-report/>

New Programs

N/A

Program Closures

N/A

Major Revisions

- Adding Honours Bachelor of Commerce Program with Internship
- Adding Integrated Business and Humanities Program with Internship

**FACULTY OF BUSINESS
REPORT TO UNDERGRADUATE COUNCIL
SUMMARY OF CURRICULUM CHANGES FOR 2020-2021 ACADEMIC
CALENDAR**

JANUARY 2020

This report highlights substantive changes being proposed to the Undergraduate curriculum. For a complete review of all changes, please refer to the Faculty of Business Curriculum Report for Changes to the 2020-2021 Undergraduate Calendar, located electronically at: <http://ug.degroote.mcmaster.ca/curriculum-report/>

Below is a summary of the proposed changes for approval by the Faculty of Business. Full proposals and course outlines can be found in the appendices beginning on page 78.

REVISIONS TO ADMISSION REQUIREMENTS

- Update to Supplementary Application Forms and Extenuating Circumstances Situations section.
- Update to Subject Requirements for Business I Program
- Update to Admission/Transfer Requirements for Business From Colleges of Applied Arts and Technology

REVISIONS TO MCMASTER GENERAL ACADEMIC REGULATIONS

- Updating course list for Elective Courses Available to Level I Students section.
- Addition of new Bachelor of Commerce program in Degrees and Programs: Duration in Years section.
- Personal Interest Course (PIC)
- Removing references to Commerce II
- Removing units of failure constraint

REVISIONS TO DEGROOTE SCHOOL OF BUSINESS (FACULTY OF BUSINESS) – ACADEMIC REGULATIONS

- Adding Honours Bachelor of Commerce Program with Internship
- Adding Integrated Business and Humanities Program with Internship
- Updating Academic Regulations for spelling and consistency
- Allowing Continuing Students access to Commerce courses
- Updating dates and requirements for the International/Cross-Cultural/Language
- New program requirements for Commerce students starting in September 2020
- New Program requirements for IBH students starting in September 2020
- Removing reference to redundant Programs for Students who Entered Business 1 in September 2014 and 2015
- Updating Level 4 Program requirements for IBH students who started Prior to 2019 or started in 2019 or Later

REVISIONS TO EXISTING MINORS

- Minor in Accounting and Financial Management Services
- Minor in Business
- Minor in Finance
- Minor in Information Systems

- Specialized Minor in Commerce for Students Completing a Single Honours B.A in Humanities

REVISIONS TO EXISTING CERTIFICATES

N/A

NEW COURSES

- Commerce 4IC0 – Internship 3
- Commerce 4ID0 – Internship Final Term
- Commerce 1DA3 – Business Data Analytics
- Commerce 1GR0 - DeGroote Student Experience and Development I
- Commerce 1MA3 – Introduction to Marketing
- Commerce 2DA3 – Decision Making with Analytics
- IBH 4BA6 – Social Entrepreneurship Capstone
- IBH 4AA3 – Leadership: Fostering Effective Communication Through Visual Literacy
- IBH 4BA3 – Leadership Effectiveness: Building Personal and Organizational Success

REVISIONS TO EXISTING COURSES

Bachelor of Commerce:

- Commerce 2AB3 – Managerial Accounting I
- Commerce 2BC3 – Human Resource Management and Labour Relations
- Commerce 2FA3 – Introduction to Finance
- Commerce 2IN0 – Career Development Course
- Commerce 2KA3 – Information Systems in Business
- Commerce 2MA3 – Introduction to Marketing
- Commerce 2OC3 – Operations Management
- Commerce 2QA3 – Applied Statistics for Business
- Commerce 3AB3 – Intermediate Financial Accounting I
- Commerce 3AC3 – Intermediate Financial Accounting II
- Commerce 3DA3 – Predictive Analytics
- Commerce 3FA3 – Managerial Finance
- Commerce 3FB3 – Securities Analysis
- Commerce 3FC3 – International Finance
- Commerce 3FD3 – Financial Modelling
- Commerce 3FH3 – Alternative Investments and Portfolio Management
- Commerce 3FI3 – Market Trading with Options
- Commerce 3FK3 – Intermediate Corporate Finance
- Commerce 3FL3 – Sustainable and Social Finance
- Commerce 3KA3 – Systems Analysis and Design
- Commerce 3KD3 – Database Design Management and Applications
- Commerce 3KE3 – Management of Enterprise Data Analytics
- Commerce 3MA3 – Marketing Research
- Commerce 3MB3 – Consumer Behaviour
- Commerce 3MC3 – Applied Marketing Management
- Commerce 3MD3 – Introduction to Contemporary Applied Marketing
- Commerce 3QA3 – Management Science for Business

- **Commerce 3S03** – Management Skills Development
- **Commerce 4AA3** – Managerial Accounting II
- **Commerce 4AC3** – Advanced Financial Accounting
- **Commerce 4AD3** – Introduction to Auditing
- **Commerce 4AF3** – Accounting Theory
- **Commerce 4AK3** – Accounting Information for Decision Making
- **Commerce 4BB3** – Recruitment and Selection
- **Commerce 4BC3** – Collective Bargaining
- **Commerce 4BD3** – Settlement of Industrial Disputes
- **Commerce 4BE3** – Strategic Compensation/Reward Systems
- **Commerce 4BF3** – Labour Law and Policy
- **Commerce 4BG3** – Public Sector Collective Bargaining
- **Commerce 4BI3** – Training and Development
- **Commerce 4BK3** – The Management of Technology
- **Commerce 4BL3** – Occupational Health and Safety Management
- **Commerce 4BM3** – Strategic Human Resource Planning
- **Commerce 4BN3** – Leadership Development
- **Commerce 4BP3** – Principles of Leadership
- **Commerce 4BX3** – Special Topics in Human Resource Management
- **Commerce 4CA3** – Managing and Promoting Health and Healthcare Services
- **Commerce 4EL3** – Experiential Learning in Business
- **Commerce 4FA3** – Applied Corporate Finance
- **Commerce 4FB3** – Valuation for Finance Professionals
- **Commerce 4FC3** – Ethics and Professional Practice in Finance
- **Commerce 4FD3** – Financial Institutions
- **Commerce 4FE3** – Options and Futures
- **Commerce 4FF3** – Portfolio Theory and Management
- **Commerce 4FG3** – Financial Theory
- **Commerce 4FH3** – Mergers, Acquisitions and Corporate Control
- **Commerce 4FI3** – Market Trading with Futures and Forwards
- **Commerce 4FJ3** – Fixed Income Analysis
- **Commerce 4FK3** – Financial Statement Analysis
- **Commerce 4FL3** – Personal Financial Management
- **Commerce 4FM3** – Personal Financial Planning and Advising
- **Commerce 4FN3** – Financial Risk Management
- **Commerce 4FO3** – Small Business and Entrepreneurial Finance
- **Commerce 4FP3** – Personal Finance
- **Commerce 4FQ3** – Working Capital Management
- **Commerce 4FR3** – Insurance and Risk Management
- **Commerce 4FS3** – Pension, Retirement and Estate Planning
- **Commerce 4FT3** – Real Estate Finance and Investment
- **Commerce 4FU3** – Behavioural Finance: The Psychology of Markets
- **Commerce 4FV3** – Venture Capital
- **Commerce 4FW3** – Finance for Entrepreneurs
- **Commerce 4FX3** – Special Topics in Finance
- **Commerce 4FY3** – Introduction to FinTech
- **Commerce 4FZ3** – Islamic Finance
- **Commerce 4IA0** – Internship Program: 12 Months
- **Commerce 4IB0** – Internship Program: 16 Months
- **Commerce 4KF3** – Project Management
- **Commerce 4KG3** – Data Mining for Business Analytics
- **Commerce 4KH3** – Strategies for Electronic and Mobile Business

- **Commerce 4KI3** – Business Process Management
- **Commerce 4KX3** – Special Topics in Information Systems
- **Commerce 4MA3** – Advertising and Integrated Marketing Communication
- **Commerce 4MC3** – New Product Marketing
- **Commerce 4MD3** – Business Marketing
- **Commerce 4ME3** – Sales Management
- **Commerce 4MF3** – Retailing Management
- **Commerce 4MG3** – Strategic Philanthropy and Leadership
- **Commerce 4MH3** – Electronic Marketing
- **Commerce 4MI3** – Marketing Analytics
- **Commerce 4OB3** – Analysis of Production/Operations Problems
- **Commerce 4OD3** – Purchasing and Supply Management
- **Commerce 4OI3** – Supply Chain Management
- **Commerce 4OT3** – Transportation and Warehousing Management
- **Commerce 4PA3** – Business Policy: Strategic Management
- **Commerce 4QA3** – Operations Modelling and Analysis
- **Commerce 4QC3** – Modelling and Analytics Using Excel
- **Commerce 4QX3** – Special Topics in Operations Management
- **Commerce 4SA3** – International Business
- **Commerce 4SB3** – Introduction to Canadian Taxation
- **Commerce 4SC3** – Advanced Canadian Taxation
- **Commerce 4SD3** – Commercial Law
- **Commerce 4SE3** – Entrepreneurship
- **Commerce 4SG3** – Sustainability: Corporation and Society
- **Commerce 4SH3** – Case Analysis and Presentation Skills
- **Commerce 4SX3** – Special Topics in Strategic Management
- **Commerce 4SY3** – Independent Study in Business

COURSE DELETION:

- **IBH 4AA6 - Leadership Capstone.**
However, course details can be found under ‘Revisions to Existing Courses’, as the course will be offered under a new title, but the placeholder stays the same.

REVISIONS TO ADMISSION REQUIREMENTS

Admission Requirements

1. Admission from Secondary Schools

All Level 1 programs have enrollment limits and admission is by selection.

Supplementary Application Forms and Extenuating Circumstances Situations

Certain Level I programs including Arts & Science, Bachelor of Health Sciences (Honours), Integrated Business and Humanities (IBH), Integrated Biomedical Engineering & Health Sciences (iBioMed) (regular and co-op), Engineering 1 (regular and co-op), Honours Integrated Science, and Nursing have **mandatory online supplementary application forms or online assessments** which must be completed by specific deadline dates. Applicants to Nursing must complete a **mandatory on-line assessment (CASPer™)** on the dates specified each year. See *Application and Documentation Deadlines*, for specific deadline dates. Applicants to Engineering 1 (regular and co-op) and Integrated Biomedical Engineering and Health Sciences (regular and co-op) must complete a **mandatory on-line assessment (2016 © Kira Talent)** by February 1 each year. See *Application and Documentation Deadlines*, for specific deadline dates. Applicants to Integrated Business and Humanities must complete a **mandatory on-line assessment (2016 © Kira Talent)** and submit a **personal resume** by February 1 each year. Applicants to Business 1 may elect to complete an optional supplemental form prior to February 1 to let the program know more about themselves. ~~The form is available for on-line submission:~~

~~<https://ug.degroote.mcmaster.ca/apply/optional-supplemental-application/>~~

McMaster does not normally use **optional** supplementary application forms. Applicants will be notified if the program they applied to decides to use an optional supplementary application form.

Applicants with special circumstances whose average falls slightly below the required admission average range may forward a letter to the Office of the Registrar, **Admissions** explaining the nature of their extenuating circumstances.

In some cases, the university may request letters of recommendation, personal history or other additional information to aid in the admission process.

Subject Requirements for Specific Level I Programs

McMaster University offers the following Level I programs:

Arts & Science I, Automation Engineering Technology 1 (B.Tech.), Automotive and Vehicle Engineering Technology I (B.Tech.), Biotechnology I (B.Tech.), Business I, Chemical & Physical Sciences Gateway, Computer Science I (regular and co-op), Economics I (Effective September 2019), Engineering I (regular and co-op), Environmental and Earth Sciences Gateway, Honours Health and Society I (Effective September 2019), Health Sciences I, Humanities I, Honours Integrated Science (Level I), Honours Kinesiology (Level I), Integrated Biomedical Engineering & Health Sciences I (regular and co-op), Integrated Business & Humanities I, Life Sciences Gateway, Mathematics and Statistics Gateway, Medical Radiation Sciences (Level I), Midwifery I, Music I, Nursing I, Social Sciences I, and Studio Art I.

BUSINESS I

The following are the minimum Grade 12 U and M requirements:

1. English U
- ~~2. Two of Advanced Functions U, Calculus and Vectors U, and Mathematics of Data Management U~~
- 3. Calculus and Vectors U**
4. Completion of three additional U or M courses to total six courses

Note: ~~Applicants without Calculus and Vectors 4U will be required to take an equivalent Calculus course in Level 1. Applicants without Data Management U will be required to take an equivalent Stats course in Level 1.~~ Applicants to Business 1 may elect to complete an optional supplemental form prior to February 1 to let the program know more

about themselves. ~~The form is available for on-line submission: <https://ug.degrootemcmaster.ca/apply/optional-supplemental-application/>.~~

2. Admission/Transfer from Post-Secondary Institutions

A. From Universities

Most McMaster programs have enrollment limits and admission is by selection. Possession of the minimum admission requirements does not guarantee admission. Admission will be considered on a case by case basis and is not guaranteed.

When you transfer to McMaster University, you will normally receive credit for courses in which you have obtained at least a C- standing (as per the McMaster grading scale). Assessment of courses for transfer credit is subject to the guidelines of the individual Faculties.

As a transfer student, you must also satisfy the Residence Requirements set out in the General Academic Regulations section of this Calendar. **The University will not accord to you privileges which would not be granted by your own university.** Grades obtained in courses taken at another university will not be included in McMaster's Grade Point Average, and, therefore, cannot be used to raise your standing.

If you have been required to withdraw from another university and have fulfilled your period of suspension, you may apply for admission. However, you must present a letter of explanation and clarification concerning your past academic performance. You may also be asked to provide academic documentation for proof of further academic achievement which is both current and relevant.

B. From Colleges of Applied Arts and Technology

Business

1. Completion of a minimum of a two or three-year diploma
2. A cumulative GPA of at least 80% or better.
3. Successful completion of ~~two~~ of the following Ontario (or equivalent) Math courses: Grade 12 Advanced Functions ~~and~~ U Grade 12 Calculus & Vectors ~~U or Grade 12 Math of Data Management U.~~

Note: Admissible applicants with completed two year or three-year diploma programs with cumulative admission averages exceeding 80% may be considered for 12-30 units of transfer credit.

REVISIONS TO MCMASTER GENERAL REGULATIONS

Elective Courses Available To Level I Students

The following is a list of courses available as electives to Level I students, provided that requisites have been satisfied, and subject to enrolment limitations.

Courses Available

- ANTHROP 1AA3 - Introduction to Anthropology: Sex, Food and Death
- ANTHROP 1AB3 - Introduction to Anthropology: Race, Religion, and Conflict
- ART 1TI3 - Making Art and Understanding Technology & Images §
- ART 1UI3 - Making Art and Understanding Images §
- ARTHIST 1A03 - World Art and Cultural Heritage I
- ARTHIST 1AA3 - World Art and Cultural Heritage II
- ASTRON 1F03 - Introduction to Astronomy and Astrophysics §
- BIOLOGY 1A03 - Cellular and Molecular Biology §
- BIOLOGY 1M03 - Biodiversity, Evolution and Humanity §
- BIOLOGY 1P03 - Introductory Biology §
- BIOPHYS 1S03 - Biophysics of Movement and the Senses: From Microbes to Moose §
- CAYUGA 1Z03 - Introduction to Cayuga Language and Culture
- CHEM 1A03 - Introductory Chemistry I §
- CHEM 1AA3 - Introductory Chemistry II §
- CHEM 1R03 - General Chemistry §
- CHINESE 1Z06 A/B - Mandarin Chinese for Beginners
- CLASSICS 1A03 - Introduction to Classical Archaeology
- CLASSICS 1B03 - An Introduction to Ancient Myth and Literature
- CLASSICS 1M03 - History of Greece and Rome
- CMST 1A03 - Introduction to Communication
- COMMERCE 1AA3 - Introductory Financial Accounting §
- COMMERCE 1BA3 - Organizational Behaviour §
- COMMERCE 1B03 - Business Environment & Organization §
- COMMERCE 1DA3 – Business Data Analytics
- COMMERCE 1MA3 – Introduction to Marketing
- COMMERCE 4AK3 – Accounting Information for Decision Making
- COMMERCE 4FP3 – Personal Finance
-
- COMPSCI 1JC3 - Introduction to Computational Thinking §
- COMPSCI 1MD3 - Introduction to Programming §
- COMPSCI 1TA3 - Elementary Computing and Computer Use §
- COMPSCI 1XA3 - Computer Science Practice and Experience: Basic Concepts §

- EARTHSC 1G03 - Earth and the Environment §
- ECON 1B03 - Introductory Microeconomics ∞
- ECON 1BB3 - Introductory Macroeconomics
- ENGLISH 1CS3 - Studying Culture: A Critical Introduction
- ENGLISH 1F03 - The Written World
- ENGLISH 1G03 - Making and Unmaking Literary Traditions
- ENGLISH 1H03 - Words in Place
- ENVIRSC 1C03 - Climate, Water And Environment §
- FRENCH 1A06 A/B - Introduction to French Studies: Advanced Level
- FRENCH 1Z06 A/B - Beginner's Intensive French I
- GEOG 1HA3 - Society, Culture and Environment
- GEOG 1HB3 - Population, Cities and Development
- GERMAN 1B03 - Intermediate German I
- GERMAN 1BB3 - Intermediate German II
- GERMAN 1Z06 A/B S - Beginner's Intensive German
- GLOBALZN 1A03 - Global Citizenship
- GREEK 1Z03 - Beginner's Intensive Ancient Greek I
- GREEK 1ZZ3 - Beginner's Intensive Ancient Greek II
- HLTHAGE 1AA3 - Introduction to Health and Society
- HLTHAGE 1BB3 - Introduction to Aging and Society
- HLTHAGE 1CC3 - Introduction to Mental Health and Illness
- HTHSCI 1DT3 - Discover Immunology Today §
- HTHSCI 1K03 - Health Sciences in the Media §
- HTHSCI 1PA3 - Current Research in Biochemistry and Biomedical Sciences §
- HISTORY 1CC3 - The Rise of Empires, 500-1950
- HISTORY 1DD3 - The Making of the Modern World, 1750-1945
- HISTORY 1EE3 - The Historical Roots of Contemporary Issues
- HISTORY 1FF3 - Exploring History in a Small Group Setting
- HISTORY 1M03 - History of Greece and Rome
- INDIGST 1A03 - Introduction to Indigenous Studies
- INDIGST 1AA3 - Introduction to Contemporary Indigenous Studies
- ITALIAN 1A03 - Intermediate Italian I
- ITALIAN 1AA3 - Intermediate Italian II
- ITALIAN 1Z06 A/B S - Beginner's Intensive Italian
- JAPANESE 1Z06 A/B S - Beginner's Intensive Japanese
- LABRST 1A03 - An Introduction to Labour in Canada
- LABRST 1C03 - The Future of Work
- LATIN 1Z03 - Beginner's Intensive Latin I
- LATIN 1ZZ3 - Beginner's Intensive Latin II
- LINGUIST 1A03 - Introduction to Linguistics: Sounds, Speech and Hearing

- LINGUIST 1AA3 - Introduction to Linguistics: Words, Sentences and Meaning
- LINGUIST 1Z03 - Structure of Modern English I
- LINGUIST 1ZZ3 - Structure of Modern English II
- MATH 1A03 - Calculus For Science I §
- MATH 1AA3 - Calculus For Science II §
- MATH 1B03 - Linear Algebra I §
- MATH 1C03 - Introduction to Mathematical Reasoning §
- MATH 1F03 - Introduction to Calculus and Analytic Geometry §
- MATH 1K03 - Advanced Functions & Introductory Calculus for Humanities and the Social Sciences §
- MATH 1LS3 - Calculus for the Life Sciences I §
- MATH 1LT3 - Calculus for the Life Sciences II §
- MATH 1M03 - Calculus for Business, Humanities and the Social Sciences §
- MATH 1MP3 - Introduction to Mathematical Scientific Computation §
- MATLS 1M03 - Structure and Properties of Materials §
- MMEDIA 1A03 - Multimedia and Digital Society §
- MOHAWK 1Z03 - Introduction to Mohawk Language and Culture
- MUSIC 1A03 - Introduction to the History of Music I
- MUSIC 1AA3 - Introduction to the History of Music II
- OJIBWE 1Z03 - Introduction to Ojibwe Language and Culture
- PEACEST 1A03 - Introduction to Peace Studies
- PHILOS 1A03 - Philosophical Texts
- PHILOS 1B03 - Philosophy, Law and Society
- PHILOS 1E03 - Philosophical Questions
- PHILOS 1F03 - Meaning in Life
- PHYSICS 1A03 - Introductory Physics §
- PHYSICS 1AA3 - Introduction To Modern Physics §
- PHYSICS 1C03 - Physics for the Chemical and Physical Sciences §
- PHYSICS 1CC3 - Modern Physics for the Chemical and Physical Sciences §
- POLISH 1Z03 - Beginner's Polish I
- POLISH 1ZZ3 - Beginner's Polish II
- POLSCI 1AA3 - Government, Politics, and Power
- POLSCI 1AB3 - Politics and Power in a Globalizing World
- PSYCH 1F03 - Survey of Psychology
- PSYCH 1X03 - Introduction to Psychology, Neuroscience & Behaviour
- PSYCH 1XX3 - Foundations of Psychology, Neuroscience & Behaviour
- RELIGST 1AB3 - Archaeology and the Bible
- RELIGST 1I03 - Religious Themes in Modern Culture
- RELIGST 1B03 - What on Earth is Religion?
- RELIGST 1J03 - Great Books in Asian Religions
- RUSSIAN 1Z03 - Intensive Beginner's Russian I
- RUSSIAN 1ZZ3 - Intensive Beginner's Russian II
- SCIENCE 1A03 - Investigating Science: Opportunities & Experiences ** §

- SOCPSY 1Z03 - An Introduction to Social Psychology ◇
- SOCSCI 1SS3 - Inquiry in the Social Sciences ◇ §
- SOCSCI 1T03 - Life, the University, and a Bit of Everything ◇ §
- SOCIOL 1C03 - Canadian Society: Social Problems, Social Policy, and the Law
- SOCIOL 1Z03 - An Introduction to Sociology
- SOCWORK 1AA3 - So You Think You Can Help? Introduction to Social Work I
- SOCWORK 1BB3 - Re-Imagining Help: Introduction to Social Work II
- SPANISH 1A03 - Intermediate Spanish I
- SPANISH 1AA3 - Intermediate Spanish II
- SPANISH 1Z06 A/B - Beginner's Intensive Spanish
- STATS 1L03 - Probability and Linear Algebra §
- THTRFLM 1T03 - Introduction to Theatre, Cinema and Society
- WOMENST 1A03 - Women, Culture, Power
- WOMENST 1AA3 - Women Transforming the World

Notes

§ Not acceptable for the six-unit complementary studies elective required in Engineering I or the three-unit complementary studies elective required in Integrated Biomedical Engineering and Health Sciences I.

** SCIENCE 1A03 is only available to students enrolled in a Level I program in the Faculty of Science.

◇ SOCSCI 1T03 and SOCSCI 1SS3 are only available to students registered in the Social Sciences I program.

∞ Engineering I students interested in entering the Engineering and Management program must take ECON 1B03 as one of their complementary studies electives.

Degrees and Programs: Duration in Years

McMaster University offers the following undergraduate degrees:

FACULTY AND DEGREE

DURATION IN YEARS

Arts & Science Program

B.Arts Sc.	3
B.Arts Sc. (Honours)	4

DeGroote School of Business

B.Com.	4
B.Com. (Honours)	4
B.Com. (Honours)	5**

Faculty of Engineering

B.A.Sc.	4
B.Eng.	4
B.Eng.BME	5
B.Eng.Mgt.	5
B.Eng. Society	5
B.Eng. Biosciences	5
B.Tech.	2 or 4

Faculty of Health Sciences

B.H.Sc. (Midwifery)	4*
B.H.Sc. (Physician Assistant)	2

B.H.Sc. (Honours)	4
B.H.Sc. (Honours) (HESE Specialization)	5
B.Sc.N.	4
B.Sc.N. (Post Diploma RN Stream)	2*
B.Sc.N. (Basic-Accelerated)	2*
M.D. (Doctor of Medicine)	3*
Faculty of Humanities	
B.A.	3
B.A. (Honours)	4
B.F.A. (Honours)	4
B.Mus. (Honours)	4
B.A./B.S.W.	4
Faculty of Science	
B.A.Sc. (Honours)	4
B.M.R.Sc.	4*
B.Sc.	3
B.Sc. (Honours)	4
B.Sc. (Honours)	5**
B.Sc.Kin. (Honours)	4
Faculty of Social Sciences	
B.A.	3
B.A. (Honours)	4
B.A./B.S.W.	4
B.S.W.	2‡

* In these programs, an academic year extends beyond the regular Fall and Winter terms.

** These are Co-op or Internship programs.

‡ Follows completion of prior undergraduate degree.

Second Undergraduate Degree

Provision exists for a university graduate to take a second bachelor's degree. This program is normally shortened (except for the B.H.Sc. Midwifery program). An application for admission is necessary for entry to a second degree program, and it should be submitted by the application deadlines. (See *Application Procedures* and *General Academic Regulations* sections of this Calendar.)

Combined Programs

There is the opportunity to combine two subjects of study within one Faculty, or between two Faculties. Further information can be obtained by referring to the Faculty sections of this Calendar, or contacting the appropriate Office of the Associate Dean.

Personal Interest Course (PIC)

McMaster University encourages interdisciplinary study and believes undergraduate studies provides an excellent opportunity to explore topics which are new and unfamiliar. Students, however, may be reluctant to take a course if they are unsure of their academic performance for fear of compromising their Cumulative GPA. The Personal Interest Course (PIC) option is designed to encourage students to explore interests outside of their program without affecting their Cumulative GPA.

1. A student can declare a PIC to signify they want an elective course to be assessed on a *Credit* or *No Credit (CR/NC)* grading scale.

2. To receive the grade of CR, the student must earn a final mark of at least 50%. Units earned from a successfully completed PIC will be counted in the units required for a student's degree as applicable.
3. Courses with a final grade of NC do not count as degree credits or as failures, nor are they included in the GPA calculation or averages. Please note, government student aid (e.g., OSAP) will consider a NC grade as a failure.
4. The PIC option is not available for any course that is considered a program requirement (which includes courses listed as possible required courses), independent study, thesis, field study or placement course, or on a list of required courses. Students are responsible for ensuring the course is an elective course for their program. Engineering students should note the PIC option is available only for complementary studies electives. For students in a Bachelor of Commerce program, only non-Commerce electives may be taken as a PIC.
5. Students may declare a maximum of 3 units of PIC per term to a maximum of 12 units per four- or five-level degree or a maximum of 9 units per three-level degree. A maximum of 6 units of PIC may be used to satisfy requirements toward a Minor.
6. The PIC option is available to undergraduate students registered in a program above Level I, with a Cumulative GPA of at least 3.5, who are enrolled in a Program/Faculty which is participating in the PIC option. Exchange students should seek advice from the International Study Office and Faculty/Program Office.
The PIC option is not available to students who
 - are enrolled in the School of Medicine, or
 - are enrolled in a Program/Faculty which is not participating in the PIC option (see Faculty Academic Regulations), or
 - have graduated and are in a second degree or a non-degree program, e.g., continuing, etc.
7. If a percentage grade in a course is required for future applications to graduate or professional school, the PIC option should not be selected for that course. Students may not subsequently request to have a PIC grade recalculated to a numeric grade. Students must carefully review any government (e.g., OSAP) and University aid and award eligibility rules which may be affected by the use of the PIC option.
8. If the student changes their program of study and a course taken as a PIC becomes a required course, the new Faculty/Program Office may accept the course grade of CR or NC or have the grade converted back into a numeric grade. If a grade is converted back into a numeric grade, there will be no retroactive reconsideration of aid and award.
9. Students cannot use the PIC option for courses in which they have been found guilty of academic dishonesty. In these cases, the grade will be converted into a numeric grade.

Deadlines:

1. Students must declare a course as a PIC on Mosaic by the last day for enrollment and course changes date. The student progresses in the course as per normal, and has the option to withdraw from the course as per the normal procedures and deadlines.
2. If the student would rather keep the numeric grade, they must indicate the course is no longer a PIC on Mosaic by the final date in which a student can withdrawal from a course without failure by default and the numeric grade will appear on their transcript.

School of Business

Business I

For specific admission requirements to ~~the Honours B.Com. Program, Commerce II~~ see Program Notes under the heading Programs in the *DeGroote School of Business* section of this Calendar.

If you are not admitted to ~~the Honours B.Com. Program, Commerce II~~ at the end of Business I, you have the following options available to you.

If your cumulative Grade Point Average is 3.5 or greater, you are still in good standing at the University. You may continue at the University in a program outside the School of Business or as a *transition* student in Business. To continue in a program outside the School of Business you must apply for admission to that program through the Office of the Associate Dean appropriate for that program. You should consult that office for more details.

If you are not admitted to another Faculty you may enrol in the School of Business as a transition student for one reviewing period. During that period you cannot take upper-level Commerce courses. The purpose of your registration as a transition student is to make yourself eligible for admission to a degree program. If you have a cumulative Grade Point Average of 3.0 to 3.4, you will be on academic probation and may continue at the University for one reviewing period as a transition student in the School of Business but will not be permitted to take any upper-level Commerce courses. The purpose of the probation period is to make yourself eligible for a degree program. If you have a cumulative Grade Point Average of less than 3.0 at the end of Business I, you may not continue at the University either on a full-time or part-time basis.

Commerce II

~~Upon satisfactory completion of Commerce II, qualified students may continue in one of the following programs:~~

Honours B.Com. Program:

You must have a cumulative Grade Point Average of at least 5.0 to continue in the Honours B.Com. Program ~~in Level III or IV or to continue in the Honours B.Com. Program.~~ Once admitted to Honours B.Com., if your cumulative GPA is 4.5 to 4.9, you may continue in the Honours B.Com. Program, but will be placed on program probation. You may be on program probation for only one reviewing period. If your GPA is a 3.5 to 4.4, you may transfer to the B.Com Program. ~~If your GPA is less than 3.5, you may not continue at the University. Regardless of your cumulative GPA, if you receive more than six units of failure (in required or elective course work) after entry to Level II Commerce, you will not be permitted to continue in a program in the School of Business.~~

B.Com. Program:

You must have a cumulative Grade Point Average of at least 4.0 to continue in the B.Com. Program. If your GPA is 3.5 to 3.9, you are permitted to continue in the B.Com. Program on program probation for one reviewing period. ~~If your GPA is less than 3.5, you may not continue at the University. Regardless of your GPA, if you receive more than six units of failure (in required or elective course work) after entry to Level II Commerce, you will not be permitted to continue in a program in the School of Business.~~

Integrated Business & Humanities:

To be admitted to Level II of the Integrated Business & Humanities (IBH) program, students must have completed at least 24 units of the required Level I courses with a minimum Cumulative Grade Point Average (GPA) of 5.0. In Level II and above, you must maintain a cumulative GPA of at least 5.0 to continue in the IBH program. If your cumulative GPA is 4.5 to 4.9, you may continue in the Integrated Business & Humanities program, but will be placed on program probation. You may be on program probation for only one reviewing period. If your cumulative GPA is a 3.5 to 4.4, you must transfer to another program for which you qualify, or enrol in the IBH program as a transition student for one reviewing period. During that period you cannot take IBH program courses. The purpose of this period is to prepare yourself for a program outside the IBH program. If your GPA is 3.0 to 3.4, you will be placed on academic probation. You may continue in the program for one reviewing period as a transition student but cannot take IBH program courses. The purpose of this period is to prepare yourself for a program outside the IBH program. You may be on academic probation only once.

If your GPA is less than 3.0 you may not continue at the University.

~~Regardless of your cumulative GPA, if you receive more than six units of failure (in required or elective course work) after entry to Level II, you will not be permitted to continue in the Integrated Business & Humanities program.~~

**REVISIONS TO DEGROOTE SCHOOL OF BUSINESS (FACULTY OF BUSINESS) – ACADEMIC
REGULATIONS**

DeGroote School of Business

DeGroote School of Business, Room 112, ext. 24433
<http://www.ug.degroote.mcmaster.ca>
buscom@mcmaster.ca

DEAN OF BUSINESS

Leonard Waverman

ASSOCIATE DEAN, ACADEMIC

Susan McCracken

FACULTY AS OF JANUARY 15, 2019

CHAIR, ACCOUNTING AND FINANCIAL MANAGEMENT SERVICES AREA

Y.C. Lilian Chan

CHAIR, FINANCE AND BUSINESS ECONOMICS AREA

Trevor Chamberlain

CHAIR, HEALTH POLICY AND MANAGEMENT AREA

Glen Randall

CHAIR, HUMAN RESOURCES AND MANAGEMENT AREA

Aaron Schat

CHAIR, INFORMATION SYSTEMS AREA

Brian Detlor

CHAIR, MARKETING AREA

Ken Deal

CHAIR, OPERATIONS MANAGEMENT AREA

Elkafi Hassini

CHAIR, STRATEGIC MANAGEMENT AREA

Nick Bontis

UNIVERSITY SCHOLAR

Justin Jin (2015-2019)

PROFESSORS

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Yufei Yuan/B.S. (Fudan), Ph.D. (Michigan)/(Information Systems)

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Rita Cossa/H.B.B.A. (Wilfrid Laurier), M.B.A. (McMaster)/(Strategic Management)
Maryam Ghasemaghahi/B.Sc., M.Sc. (Isfahan), Ph.D. (McMaster)/(Information Systems Area)
Yaqin Hu/Honors B.A. (Wilfrid Laurier), M.A. (Toronto), Ph.D. (Texas-Dallas)/(Accounting and Financial Management Services)
Aadil Merali Juma/B.E.E., M.B.A. (McMaster)/(Accounting and Financial Management Services)
François Neville/B.Com., M.Sc. (Ottawa) Ph.D. (Georgia State)/(Strategic Management)
Marvin G. Ryder/B.A., B.Sc. (Carleton), M.B.A. (McMaster)/(Marketing)
John Siam/B.A., M.A., Ph.D. (Concordia)/(Accounting and Financial Management Services and Finance and Business Economics)
Linda Stockton/M.B.A. (McMaster)/(Strategic Management)
Kevin Veenstra/B.A., M.Acc. (Waterloo), C.P.A., C.A., C.P.A., C.M.A., C.F.A. (Accounting and Financial Management Services)
Peter Vilks/B.Sc.E.E. (Sunny-Buffalo), M.B.A. (McMaster), P.Eng. (Strategic Management)
Yan Wang/B.Sc. (Beijing University of Chemical Technology) M.A., Ph.D. (McGill)/(Finance and Business Economics)
Abdolmanaf Zargoush/B.Sc. (Shahid Chamran University), M.Sc. (Sharif University of Technology), M.B.A., Ph.D. (ESSEC Business School), Ph.D. (McGill)/(Health Policy and Management)
Yun Zhou/B.Sc., Ph.D. (Tsinghua) Ph.D. (Toronto)/(Operations Management)

INDUSTRY PROFESSORS

Teresa Cascioli/B.Com. (McMaster)/(Industry Professor in Entrepreneurship)
Tom Gleave/B.A. (Guelph), M.B.A. (Western), M. A. (Tufts)/(Industry Professor in Human Resources and Management)
John Pecman/(TMX Industry Professor)
Alfredo Tan/H.B.Sc., Information Systems and Technology (Toronto)/(Industry Professor in Strategic Management)
Karel Vredenburg/B.Sc., M.A., Ph.D. (Toronto)/(EMBA Industry Professor)

MANAGER, UNDERGRADUATE PROGRAMS

G. Rombough/M.B.A., C.P.A., C.M.A.

ACADEMIC ADVISORS

E. Blanchard/B.A.

A. Fortino/B.A.

L. Hill

L. Johnston/B.Sc.

IBH PROGRAM ADMINISTRATOR

V. Doidge/B.A.

ACADEMIC SUPPORT SPECIALIST

A. Norvack Maynard/B.A.

B.COM. STUDENT EXPERIENCE ASSOCIATE

N. Buston

Faculty of Business Degree Programs

Honours Bachelor of Commerce Program

The Honours Bachelor of Commerce (B.Com. (Honours)) requires the completion of 120 units, including specific courses from each level of the program.

The Honours Bachelor of Commerce allows substantial concentration in business subjects beyond the essential core of studies. Students must apply and qualify for the Honours Bachelor of Commerce program. Please see the admission requirements below to qualify for the Honours Bachelor of Commerce program listed for each year of entry.

Honours Bachelor of Commerce Program with Internship

The Honours Bachelor of Commerce with Internship, B.Com. (Honours), requires the completion of 120 units, including specific courses from each level of the program and successful completion of an approved 12-16 month full-time internship. Enrolment in this program is limited and admission occurs following Level II. The internship is designed to provide students with an opportunity to engage in a career-oriented work experience with one host employer, following their third year of study, for a period of 12 - 16 months. Students compete for opportunities with participating employers through multiple recruitment cycles facilitated by Career & Professional Development office.

Bachelor of Commerce Program

The Bachelor of Commerce program also requires the successful completion of 120 units, including specific courses from each level of the program. The Bachelor of Commerce program provides students with the same core business courses as the Honours Bachelor of Commerce, but focuses elective work on courses outside of the business discipline and Faculty.

Integrated Business and Humanities Program

The Integrated Business & Humanities program also leads to an Honours Bachelor of Commerce degree. Students will be exposed to a variety of learning opportunities via coursework and co-curricular activities, with an emphasis on responsible leadership and management tactics for the changing global economy. The program also focuses on community engagement and sustainable business practices. The Integrated Business & Humanities program is a limited enrolment program and students begin the program in their first year of studies.

Integrated Business and Humanities Program with Internship

The Integrated Business & Humanities program also leads to an Honours Bachelor of Commerce degree and requires the completion of 120 units, including specific courses from each level of the program and successful completion of an approved 12-16 month full-time internship. Enrolment in this program is limited and occurs following Level II. The internship is designed to provide students with an opportunity to engage in a career-oriented work experience with one host employer, following their third year of study, for a period of 12 - 16 months. Students compete for opportunities with participating employers through multiple recruitment cycles facilitated by Career & Professional Development office.

Engineering and Management Programs

In addition, the School of Business and the Faculty of Engineering offer nine five-level joint programs for the Bachelor of Engineering and Management (B.Eng.Mgt.) degree.

For the **Honours Arts & Science and Business program (B.Arts.Sc.)**, see *Arts & Science Program*.

For the **Certificate in Business Technology Management (BTM)**, see *Certificates and Diplomas: Concurrent Certificates*.

Academic Regulations

Student Academic Responsibility

You are responsible for adhering to the statement on student academic responsibility found in the [General Academic Regulations](#) of this calendar.

Access to Courses

All undergraduate courses at McMaster have an enrolment capacity. The University is committed to making every effort to accommodate students in required courses so that their program of study is not extended. Unless otherwise specified, registration is on a first-come basis and in some cases, priority is given to students from particular programs or Faculties. Students will be informed of their enrolment periods and are encouraged to enrol as soon as online enrolment is available to them in the Student Centre in Mosaic.

Student Communication Responsibility

It is the student's responsibility to:

- maintain current contact information with the University, including address, phone numbers, and emergency contact information.
- use the University provided e-mail address or maintain a valid forwarding e-mail address.
- regularly check the official University communications channels. Official University communications are considered received if sent by postal mail, by fax, or by e-mail to the student's designated primary e-mail account via their @mcmaster.ca alias.
- accept that forwarded e-mails may be lost and that e-mail is considered received if sent via the student's @mcmaster.ca alias.

Students enrolled in the DeGroote School of Business, in addition to meeting the [General Academic Regulations](#) of the University, shall be subject to additional Faculty Regulations.

Change of Program

Business students may be permitted to transfer between programs, or students in other Faculties may apply to transfer to a program in the Faculty of Business, provided they have obtained a GPA of at least 5.0 and have completed the necessary admission requirements as described on the Faculty undergraduate website. However, students cannot transfer into the Honours Bachelor of Commerce with Internship Program nor either of the Integrated Business and Humanities programs. ~~the Integrated Business & Humanities program does not accept transfer students into the program. The Faculty of Business will include the grades of all courses attempted (including failures) in the calculation of the GPA.~~

Commerce Internship Program

~~This program is designed to provide students with an opportunity to engage in a career-oriented work experience with one host employer, following their third year of study, for a period of 12–16 months.~~

~~Students compete for opportunities with participating companies through an application and interview process with employers directly. Applications to participate in the internship program will be accepted in the Fall semester (deadlines will be communicated in the Undergraduate Faculty of Business Bulletin and on the website for DeGroote Career and Professional Development services). As a pre-requisite to participating in the internship program, students must register in and pass COMMERCE 2IN0 (formerly 3IN0), a comprehensive, non-credit, ten-hour career development course. Only students in good standing with a minimum cumulative GPA of 7.0 at the time of application, who have completed Level II and have "passed" COMMERCE 2IN0 (formerly 3IN0) and completed the mandatory workshops, will be eligible to participate in the Commerce Internship Program. Should a student's academic standing fall below a cumulative GPA of 7.0, or is no longer in good standing during the recruitment cycle, the student may be removed from CIP. Due to legal considerations, only students who are able to work full time in Canada will be eligible to participate. Upon completion of the internship, students must return to campus full time to complete their degree program.~~

~~After securing an internship, students must successfully complete a minimum twelve months of work experience, obtain satisfactory employer evaluation(s) and submit a detailed work term report prior to their return to campus. All internship students will be enrolled in COMMERCE 4IA0 (Internship Program: 12 Months) and/or COMMERCE~~

4IB0 (Internship Program: 16 months). Upon successful completion of the internship requirements, a notation including the name of the employer and dates of employment will be added to the student transcript. Commerce 4IA0 and Commerce 4IB0 will be evaluated as a pass/fail.

For more information, please contact Student Experience – Career & Professional Development in DSB-112 or at cip@mcmaster.ca.

Exchange Programs

There are a number of official exchange programs offered to undergraduate students registered in the School of Business. The countries involved include Australia, China, Denmark, France, Germany, Japan, the Netherlands, New Zealand, Norway, India, Ireland, Mexico, Singapore, and the United Kingdom. Official exchange programs offer students the most inexpensive means of studying abroad as students participating in these exchanges avoid the foreign student fees by paying fees to McMaster. All students must be in good standing with a cumulative Grade Point Average of at least 7.0 to be eligible to participate in an exchange. In most cases, students who participate in exchange programs go abroad for Level III of their program. Students are only permitted to take one exchange opportunity, regardless of whether it is a one or two term exchange. Information is available from the Student Experience - Academic Office, DeGroote School of Business, Room 112.

Additional information may be found under *International Study* in the *General Academic Regulations* section of this Calendar. Information concerning student exchanges can also be found in the *Academic Facilities, Student Services and Organizations* section of this Calendar under the heading International Student Services.

Inquiries can be directed to the office at:

International Student Services / MacAbroad

Gilmour Hall, Room 110

Telephone: (905) 525-9140, extension 24748/24254

<http://iss.mcmaster.ca>

International/Cross-Cultural/Language Menu for Students in the Honours Bachelor of Commerce and Bachelor of Commerce Programs

In its programs, the The School of Business emphasizes is stressing the importance of breadth of knowledge. Students who entered Business 1 prior to September, 2020 in the Honours Bachelor of Commerce program and the Bachelor of Commerce program are required to take courses in a variety of business disciplines, thus giving them a sound understanding of business functions and their relationships. They also obtain exposure to international and cross-cultural issues. This will provide them with the knowledge needed for the world of global organizations. Prior to graduation, students who entered prior to September 2020 are required to successfully complete **two courses** from an International/Cross-Cultural/Language menu. **Note:** Students who participate in an official McMaster University exchange are required to successfully complete one course from an International/Cross-Cultural/Language menu prior to graduation. Students must satisfy the normal prerequisites for the courses listed on the menu. Students follow the menu requirements of the Calendar in force when they enter Business I, however, when a later Calendar expands the menu options, students may choose from those additional courses as well.

The menu for ~~2019-20~~ **2020-21** is as follows:

- All Anthropology courses except ANTHROP 1AA3 or 1AB3 if completed as part of the Business I requirements, ~~if entry to Business I was prior to September 2014.~~
- All courses in the Faculty of Humanities open to Commerce students, with the exception of all Multimedia courses, PHILOS 2N03 and English courses other than those listed below.
- All Indigenous Studies courses
- All Political Science courses, except POLSCI 1G06 A/B, 3F03, 3FF3, 3S03, 4O06 A/B
- All Religious Studies and Society, Culture, and Religion courses except RELIGST 1B06 A/B if completed as part of the Business I requirements, ~~if entry to Business I was prior to September 2014.~~
- CSCT 1CS3
- ~~ECON 2F03~~
- ECON 3H03 - International Monetary Economics

- ECON 3HH3 - International Trade
- ~~ECON 3I03~~
- ~~ECON 3LL3~~
- ECON 3T03 - Economic Development
- ENGLISH 1CS3 - Studying Culture: A Critical Introduction
- ENGLISH 2C03 - Contemporary Canadian Fiction
- ~~ENGLISH 2F03~~
- ~~ENGLISH 2J03~~
- ENGLISH 3D03 - Science Fiction
- ENGLISH 3EE3 - African American Literature
- ENGLISH 3Y03 - Children's Literature
- GEOG 1HA3 or ENVSOCTY 1HA3- Society, Culture and Environment (~~if not completed as part of the Business I requirements, if entry to Business I was prior to September 2014~~)
- GEOG 1HB3 or ENVSOCTY 1HB3 - Population, Cities and Development (~~if not completed as part of the Business I requirements, if entry to Business I was prior to September 2014~~)
- ~~GEOG 3RJ3~~
- GEOG 3RW3 or ENVSOCTY 3RW3 - Regional Geography of a Selected World Region
- GEOG 3UR3 or ENVSOCTY 3UR3- Urban Social Geography
- ~~KINESIOL 3SS3~~
- ~~SOCIOL 2E06 A/B~~
- SOCIOL 3Z03 - Ethnic Relations
- All courses included under the Peace Studies Minor (See *Minor in Peace Studies* in the Faculty of Humanities section of this Calendar)

Full-Time/Part-Time Studies

~~Students may complete program work on a full-time or part-time basis. Progression to the next level is at the end of the successful completion of the 24 units of course work that pertain to the lower level. It should be noted that not all courses are offered in the evenings or in the Spring/Summer term.~~

Continuing Students

Graduates of a DeGroote undergraduate Business program, or one of the Engineering and Management programs may take, as part-time students, Commerce courses (to a maximum of 18 units), subject to space availability. ~~Other than those graduates specified above, undergraduate courses in the Faculty of Business are not open to Continuing Students.~~

Second Undergraduate Degree

A student with an undergraduate degree will not be admitted or readmitted to any DeGroote undergraduate program. Such a student may wish to apply for admission to the M.B.A. program.

Credit Towards Professional Designations

Educational requirements toward professional designations can be met in varying degrees within the Honours and non-Honours Bachelor of Commerce programs, as well as the Engineering and Management programs. The professional accounting designation Chartered Professional Accountant (C.P.A.) is awarded by the Chartered Professional Accountants of Ontario. The designation C.H.R.P. is awarded by the Human Resources Professionals Association. Further opportunities for meeting educational requirements for professional designations are available to students in all Business and Engineering and Management programs. Additional course work may be taken while in the program provided the student is satisfying all course requirements for their degree. Further units of credit may also be taken after graduation (See *Continuing Students* above.). Information concerning credit towards these professional designations can be obtained from the Student Experience - Academic Office in the School of Business (DSB 112).

Minor

A Minor is an option available to a student enrolled in a four- or five-level program. A Minor consists of at least 18 units of Level II, III or IV courses beyond the designated Level I course(s) that meet the requirements set out in the program description of that Minor. A student is responsible for ensuring that the courses taken fulfill these requirements. Those who have completed the necessary courses may apply for recognition of that Minor when they graduate. If recognition is granted for a Minor, a notation to that effect will be recorded on the student's transcript. For further information, please refer to *Minors* in the *General Academic Regulations* section of this Calendar.

Academic Regulations

Student Academic Responsibility

You are responsible for adhering to the statement on student academic responsibility found in the *General Academic Regulations* of this calendar.

Access to Courses

All undergraduate courses at McMaster have an enrolment capacity. The University is committed to making every effort to accommodate students in required courses so that their program of study is not extended. Unless otherwise specified, registration is on a first come basis and in some cases priority is given to students from particular programs or Faculties. Students will be informed of their enrolment periods and are encouraged to enroll as soon as online enrolment is available to them in the Student Centre in Mosaic.

Student Communication Responsibility

It is the student's responsibility to:

- maintain current contact information with the University, including address, phone numbers, and emergency contact information.
- use the university provided e-mail address or maintain a valid forwarding e-mail address.
- regularly check the official University communications channels. Official University communications are considered received if sent by postal mail, by fax, or by e-mail to the student's designated primary e-mail account via their @mcmaster.ca alias.
- accept that forwarded e-mails may be lost and that e-mail is considered received if sent via the student's @mcmaster.ca alias.

A student enrolled in a DeGroote undergraduate program, in addition to meeting the General Academic Regulations of the University, shall be subject to the following School of Business Regulations.

Qualifying for The Honours Bachelor of Commerce Program (For Students Entering Business I in September 2020 or Later)

To be considered for entry to the Honours Commerce program, students must have successfully completed Business I (as described in the *Program Notes for Students who Enter Business I in 2020 or Later*) with a cumulative Grade Point Average of at least 5.0.

Qualifying for The Honours Bachelor of Commerce Program (For Students Entering Business I in September 2016-2019 or Later)

To be considered for entry to the Honours Commerce program, students must have successfully completed Business I (as described in the *Program Notes for Students who Enter Business I in 2016-2019 or Later*) with a cumulative Grade Point Average of at least 5.0.

Qualifying for The Honours Bachelor of Commerce Program (For Students Entering Business I in September 2013, 2014, or 2015)

To be considered for entry to Level III of the Honours Bachelor of Commerce program, students must have successfully completed Business I and have successfully completed at least 24 units of course work for Level II

~~Commerce (as described in this section of the Calendar) with a cumulative Grade Point Average (GPA) of at least 5.0 and no more than six units of failures (in required and/or elective course work) after entry to Level II Commerce. If a student did not qualify for the Honours Program upon entry to Level III, there is one final opportunity for consideration. To be considered for Level IV of the Honours Commerce Program, students must have successfully completed at least 24 units of course work for Level III Commerce (As described in this section of the calendar) with a GPA of at least a 5.0 and no more than six units of failure (in required and/or elective course work) after entry to Level II Commerce.~~

Workload

A full-time student must complete minimum 9-unit load in each Fall and Winter term. Advance credit and credit earned during the Spring/Summer term may not be used to reduce this load requirement. Such reductions will be applied as late as possible in a student's program.

Students who wish to take more courses than recommended for a single Level of their program may do so only if their Fall-Winter Average in the immediately preceding review period is at least 7.0. Students registered in the final Level of their program are permitted to overload by up to six additional units during the Fall and Winter terms, with **no more than three units of overload per term**, in order to become eligible to graduate.

Deferred Examinations

See the heading *Deferred Examinations* under *Examinations* in the *General Academic Regulations* section of the Calendar for application procedures. Students who are in a precarious position with respect to achieving the minimum GPA or otherwise meeting the Commerce program requirements for continuation in the program will not necessarily be permitted to undertake further work before clearing deferred examinations.

Repeated Courses

~~Business I students may not repeat a passed course in order to qualify for entry into Commerce II. Continuing students who have graduated in the last five years from a DeGroote undergraduate Business program may apply to repeat courses, subject to space availability.~~

Level I Courses

Students are not permitted to take more than 48 units of Level I courses in their program.

Level of Registration

A student enrolled in a program in the Faculty of Business is required to register in the lowest level for which more than six units of work is incomplete. Work of the next higher level may be undertaken only when necessary to fill a program load. ~~Courses must be taken in the sequence specified by the School of Business.~~

Readmission

A student in Level II, III or IV of an undergraduate Business program, who becomes ineligible to continue in the School of Business, may apply for readmission to their respective program in a subsequent calendar year up to a maximum of five years following the year in which the student becomes ineligible to continue. **Readmission is not guaranteed.** Application for readmission must be made in writing to the Undergraduate Recruitment, Admissions, and Student Affairs Committee by June 30 for entry in September. This application should explain why the applicant would expect to succeed in the program if readmitted. Forms for this purpose may be obtained from the Student Experience - Academic Office in the DeGroote School of Business, Room 112.

A student who is readmitted after having become ineligible to continue in an undergraduate Business program must repeat all the courses of the level at which ~~he/she~~ **they** became ineligible to continue unless specific course exemptions or credits are granted. The earliest possible term for readmission is the term starting in September of the year following the year in which the student became ineligible to continue.

Former undergraduate Business program students who have not been registered in an undergraduate Business program within the past five years, including those who were in good standing at the time of their most recent

registration, must apply for readmission through the Office of the Registrar.

Reinstatement Business I

A student who May Not Continue at the University may apply for reinstatement.

There are two categories of students who may apply for reinstatement to Business I:

1. Applicants who have been registered in Business I within the past five years, have exceptional or extraordinary circumstances that affected their performance*, and have not been registered in another McMaster program or at another University during that time, or
2. Applicants from other Faculties.

Integrated Business & Humanities I

An IBH student who May Not Continue at the University may apply for reinstatement.

Applicants must have been registered in IBH I within the past five years, have exceptional or extraordinary circumstances that affected their performance*, and have not been registered in another McMaster program or at another University during that time.

Students seeking reinstatement must complete the Reinstatement Request Form available at the Office of the Registrar. The completed form and the \$100 fee must be submitted to the Office of the Registrar by June 30 for entry in September.

*The application must clearly demonstrate extraordinary circumstances which caused inadequate performance and indicate whether the circumstances surrounding their academic situation have been resolved. The application should also include relevant supporting documentation. Reinstatement cases will be carefully screened and the evidence considered will include the student's academic performance before and after admission to McMaster, as well as the nature of the reasons cited in the application letter and the accompanying documentation. Such exceptional cases will be considered on their merit. **Reinstatement is not guaranteed.**

Upon reinstatement, the Grade Point Average for a student is reset to 0.0 on zero units. If at any review after reinstatement the student's cumulative Grade Point Average falls below 3.5, the student will be required to withdraw from the University for a period of at least 12 months.

Former Students from the Faculty of Business

A student who was previously registered in a DeGroote undergraduate Business program, was in good standing and did not attend in the preceding year, but did attend another post-secondary institution, must write to the Student Experience - Academic Office to seek readmission. The letter should describe the student's activities (academic and otherwise) since he/she was they were last registered.

If five years have passed since the student was last registered at McMaster, he/she they should consult the heading *Readmission* in the *Admission Requirements* section of this Calendar.

Inquiries Regarding Academic Regulations

A student seeking relief from the School of Business academic regulations must apply in writing to the Undergraduate Recruitment, Admissions, and Student Affairs Committee with appropriate documentation attached. Guidelines for such requests may be obtained from the Student Experience - Academic Office, in the DeGroote School of Business, Room 112.

~~For the Honours Arts & Science and Business program (B.Arts.Sc.), see Arts & Science Program.~~

~~For the Certificate in Business Technology Management (BTM), see Certificates and Diplomas: Concurrent Certificates.~~

A. Programs for Students who Enter Business I in September 2020 or Later

Program Notes

1. To be considered for entry into the Honours Commerce Program, a Business I student must have met all of the following:
 - achieved a GPA of at least 5.0 on a minimum of 24 units of course work for Business I and these must include all required courses of the Business I program;
 - successfully completed all Business I required courses (See *Business I Requirements*). An exception to this condition is that no more than a single failure of a Business I required course is allowed for students with a GPA of at least 5.0 on a minimum of 24 units of course work for Business I. These students must successfully complete the failed course at the earliest possible opportunity or they will not be able to continue in the program;
 - successfully completed ALL required units of Business I course work and successfully completed enough units of elective course work where the total of successful units of course work equals 24 units.
2. Students seeking a Minor in Mathematics and Statistics must take MATH 1A03 and should refer to the Faculty of Science section of this Calendar for the requirements for a Minor in Mathematics and Statistics. Students neither seeking this Minor nor planning on a transfer to the Faculty of Science, are advised to take MATH 1M03.
3. Transfer students may be admitted from other universities or from other Faculties within McMaster University. Academic requirements for admission of transfer students will be more demanding than those for Business I students.
4. Courses that are cross-listed with Commerce courses are considered Commerce electives for the purposes of fulfilling program requirements. This is the case regardless of the course-code the student has enrolled under.
5. Non-Commerce students may enrol in specific upper-year Commerce courses if they have been accepted into a Specialized Minor offered by the Faculty of Business or can demonstrate that they are pursuing an interdisciplinary minor for which the specific Commerce courses are included.

Business I

Level I: 30 units

Students admitted to Business I must complete 30 units as follows:

1 course

- COMMERCE 1GR0 A/B - DeGroote Student Experience and Development I

15 units

- COMMERCE 1AA3 - Introductory Financial Accounting
- COMMERCE 1BA3 - Organizational Behaviour
- COMMERCE 1DA3 - Business Data Analytics
- COMMERCE 1E03 - Business Environment and Organization
- COMMERCE 1MA3 - Introduction to Marketing

6 units

- ECON 1BX3 - Introductory Microeconomics
- ECON 1BB3 - Introductory Macroeconomics

3 units

from

- MATH 1A03 - Calculus For Science I
- MATH 1LS3 - Calculus for the Life Sciences I
- MATH 1M03 - Calculus for Business, Humanities and the Social Sciences
(See Program Note 2 regarding the Math Minor)

0-3 units

- MATH 1F03 - Introduction to Calculus and Analytic Geometry (for those students without Grade 12 Calculus and Vectors U or equivalent)

3-6 units

- Non-Commerce electives to total 30 units.

Honours Commerce

Requirements for continuation in the Honours B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their advisement reports in Mosaic Student Centre or contact the Student Experience - Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level II: 30 units

1 course

- COMMERCE 2GR0 A/B - DeGroote Student Experience and Development II

21 units

- COMMERCE 2AB3 - Managerial Accounting I
- COMMERCE 2BC3 - Human Resource Management and Labour Relations
- COMMERCE 2DA3 - Decision Making with Analytics
- COMMERCE 2FA3 - Introduction to Finance
- COMMERCE 2FB3 - Managerial Finance
- COMMERCE 2KA3 - Information Systems in Business
- COMMERCE 2OC3 - Operations Management

6 units

- Electives from non-Commerce courses

3 units

- Open electives

Level III: 30 units

1 course

- COMMERCE 3GR0 A/B - DeGroote Student Experience and Development III

6 units

- COMMERCE 3MC3 - Applied Marketing Management
- COMMERCE 3S03 - Management Skills Development

12 units

- Electives from Commerce courses

6 units

- Electives from non-Commerce courses

6 units

- Open electives

Level IV: 30 units

9 units

- COMMERCE 4GR3 - DeGroote Student Experience and Development IV
- COMMERCE 4PA3 - Business Policy: Strategic Management
- COMMERCE 4SA3 - International Business

6 units

- Electives from non-Commerce courses

15 units

- Open electives

Honours Commerce with Internship

Admission

Enrolment in this program is limited. Applications for admission into the Honours B.Com. with Internship will be accepted at the end of the Spring/Summer term and prior to the start of the Fall term (specific deadline dates will vary each year and will be communicated in the Undergraduate Faculty of Business Bulletin, OSCARplus and on DeGroote's website).

Only full-time Honours B.Com. students in good standing with a minimum cumulative GPA of 7.0 at the time of application, who have completed Level II (and who will have at least 18 units of course work left to complete following their internship) and have passed COMMERCE 2IN0, Career Development Course, will be eligible to apply for the Honours B.Com. with Internship degree program. Selection into the program will be based on academic achievement, statement of interest, work and volunteer experience and interview.

Program Notes

1. To remain in the Honours BCom with Internship program, students must maintain a cumulative GPA of 7.0, and remain in good academic standing
2. Only students completing an approved 16-month internship will enroll in Commerce 4IC0
3. Students should refer to the table below to plan their enrolment for their work term;

Work Term	Spring/Summer	Fall	Winter	Spring/Summer
16 - month	4IA0	4IB0	4IC0	4ID0
12-month beginning spring term	4IA0	4IB0	4ID0	
12-month beginning fall term		4IA0	4IB0	4ID0

Requirements

Level I: 30 units

30 units

Completed prior to admission in the program

Level II: 30 units

30 units

Completed prior to admission in the program

Level III: 30 units

1 course

- COMMERCE 3GR0 A/B - DeGroote Student Experience and Development III

6 units

- COMMERCE 3MC3 - Applied Marketing Management
- COMMERCE 3S03 - Management Skills Development

12 units

- Electives from Commerce courses

6 units

- Electives from non-Commerce courses

6 units

- Open electives

Level IV: Work term

Commerce Internship Work Term (12-16 months)

Work Term

3-4 courses from

- COMMERCE 4IA0
- COMMERCE 4IB0
- COMMERCE 4IC0 (See Note 2)
- COMMERCE 4ID0 (See Note 3)

Level V: 30 units

9 units

- COMMERCE 4GR3 - DeGroote Student Experience and Development IV
- COMMERCE 4PA3 - Business Policy: Strategic Management
- COMMERCE 4SA3 - International Business

6 units

- Electives from non-Commerce courses

15 units

- Open electives

Commerce (B.Com.)

Requirements for continuation in the B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their advisement reports or contact the Student Experience - Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level III: 30 units

1 course

- COMMERCE 3GR0 A/B - DeGroote Student Experience and Development III

6 units

- COMMERCE 3MC3 - Applied Marketing Management
- COMMERCE 3S03 - Management Skills Development

6 units

from

- Electives from Commerce Courses

12 units

- Electives from non-Commerce courses

6 units

- Open electives

Level IV: 30 units

9 units

- COMMERCE 4GR3 - DeGroote Student Experience and Development IV
- COMMERCE 4PA3 - Business Policy: Strategic Management
- COMMERCE 4SA3 - International Business

9 units

- Electives from non-Commerce courses

12 units

- Open electives

B. Programs for Students who Enter Business I in September 2016-2019 or Later

Program Notes

2. Students have only one opportunity to be reviewed for entry to a Commerce program. Other options may be pursued through the Student Experience - Academic Office (DSB-112).
3. To be considered for entry into the Honours Commerce Program, a Business I student must have met all of the following:
 - achieved a GPA of at least 5.0 on a minimum of 24 units of course work for Business I (on first attempts only) and these must include all required courses of the Business I program;
 - successfully completed, on first attempts only, all Business I required courses (See *Business I Requirements*). An exception to this condition is that no more than a single failure of a Business I required course is allowed for students with a GPA of at least 5.0 on a minimum of 24 units of course work for Business I. These students must successfully complete the failed course at the earliest possible opportunity or they will not be able to continue in the program;
 - successfully completed ALL required units of Business I course work and successfully completed enough units of elective course work where the total of successful units of course work equals 24 units.
6. Refer to Workload under the Academic Regulations section in the School of Business for information on full-time and part-time Business I course loads.
7. Students seeking a Minor in Mathematics and Statistics must take MATH 1A03 (or 1LS3) and should refer to the Faculty of Science section of this Calendar for the requirements for a Minor in Mathematics and Statistics. Students neither seeking this Minor nor planning on a transfer to the Faculty of Science, are advised to take MATH 1M03.
8. Transfer students may be admitted from other universities or from other Faculties within McMaster University. Academic requirements for admission of transfer students will be more demanding than those for Business I students.
9. Courses that are cross-listed with Commerce courses are considered Commerce electives for the purposes of fulfilling program requirements. This is the case regardless of the course-code the student has enrolled under.
10. Students who have been granted Faculty permission to take COMMERCE 4EL3 in Level III Commerce will have this course applied against the program requirements for Level IV Commerce as three of the six required units of Level III or IV Commerce courses. See the *DeGroote School of Business (Faculty of Business)* program requirements section of this calendar.

Business I

Level I: 30 units

Students admitted to Business I must complete 30 units as follows:

1 course

- COMMERCE 1DE0 - Business I Orientation

9 units

- COMMERCE 1AA3 - Introductory Financial Accounting
- COMMERCE 1BA3 - Organizational Behaviour
- COMMERCE 1E03 - Business Environment and Organization

6 units

- ECON 1B03 - Introductory Microeconomics
- ECON 1BB3 - Introductory Macroeconomics

3 units

from

- MATH 1A03 - Calculus For Science I
- MATH 1LS3 - Calculus for the Life Sciences I
- MATH 1M03 - Calculus for Business, Humanities and the Social Sciences
(See *Program Note 4* regarding the Math Minor)

0-3 units

- MATH 1F03 - Introduction to Calculus and Analytic Geometry (for those students without Grade 12 Calculus and Vectors U or equivalent)

0-3 units

- STATS 1L03 - Probability and Linear Algebra (for those students without Grade 12 Mathematics of Data Management U or equivalent)

9-12 units

- Electives to total 30 units. See also the *International/Cross-Cultural/Language Menu*

Honours Commerce

Requirements for continuation in the Honours B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their enrolment advisement reports in Mosaic Student Centre or contact the Student Experience - Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level II: 30 units

24 units

- COMMERCE 2AB3 - Managerial Accounting I
- COMMERCE 2BC3 - Human Resource Management and Labour Relations

- COMMERCE 2FA3 - Introduction to Finance
- COMMERCE 2KA3 - Information Systems in Business
- COMMERCE 2MA3 - Introduction to Marketing
- COMMERCE 2OC3 - Operations Management
- COMMERCE 2QA3 - Applied Statistics for Business
- COMMERCE 3FA3 - Managerial Finance

6 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

Level III: 30 units

9 units

- COMMERCE 3MC3 - Applied Marketing Management
- COMMERCE 3QA3 - Management Science for Business
- COMMERCE 3S03 - Management Skills Development

12 units

- Level III or IV Commerce courses

9 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

Level IV: 30 units

6 units

- COMMERCE 4PA3 - Business Policy: Strategic Management
- COMMERCE 4SA3 - International Business

15 units

from

- Level III or IV Commerce courses
- Electives from non-Commerce courses

9 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

Commerce (B.Com.)

Requirements for continuation in the B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their **degree-audit advisement reports** or contact the Student Experience - Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level III: 30 units

9 units

- COMMERCE 3MC3 - Applied Marketing Management

- COMMERCE 3QA3 - Management Science for Business
- COMMERCE 3S03 - Management Skills Development

3 units

from

- Level III or IV Commerce courses

18 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

Level IV: 30 units

6 units

- COMMERCE 4PA3 - Business Policy: Strategic Management
- COMMERCE 4SA3 - International Business

9 units

from

- Level III or IV Commerce courses
- Electives from non-Commerce courses

15 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

~~B. Programs for Students who Entered Business I in September 2015~~

~~Program Notes~~

- ~~1. Students have only one opportunity to be reviewed for entry to Commerce II. Other options may be pursued through the Student Experience - Academic Office (DSB-112).~~
- ~~2. To be considered for entry into Commerce II a Business I student must have met all of the following:

 - achieved a GPA of at least 5.0 on a minimum of 24 units of course work for Business I (on first attempts only) and these must include all required courses of the Business I program;
 - successfully completed, on first attempts only, all Business I required courses (See *Business I Requirements*). An exception to this condition is that no more than a single failure of a Business I required course is allowed for students with a GPA of at least 5.0 on a minimum of 24 units of course work for Business I. These students must successfully complete the failed course at the earliest possible opportunity or they will not be able to continue in the program;
 - successfully completed ALL required units of Business I course work and successfully completed enough units of elective course work where the total of successful units of course work equals 24 units.~~
- ~~3. Refer to Workload under the Academic Regulations section in the School of Business for information on full-time and part-time Business I course loads.~~
- ~~4. Students seeking a Minor in Mathematics and Statistics must take MATH 1A03 (or 1LS3) and should refer to the Faculty of Science section of this Calendar for the requirements for a Minor in Mathematics and Statistics. Students neither seeking this Minor nor planning on a transfer to the Faculty of Science, are advised to take MATH 1M03.~~
- ~~5. Transfer students may be admitted to Commerce II from other universities or from other Faculties within McMaster University. Academic requirements for admission of transfer students will be more demanding than those for Business I students.~~
- ~~6. Admission to either of the Commerce programs beyond Commerce Level II is not possible.~~

7. ~~Courses that are cross-listed with Commerce courses are considered Commerce electives for the purposes of fulfilling program requirements. This is the case regardless of the course code the student has enrolled under.~~
8. ~~Students who have been granted Faculty permission to take COMMERCE 4EL3 in Level III Commerce will have this course applied against the program requirements for Level IV Commerce as three of the six required units of Level III or IV Commerce courses. See the *DeGroote School of Business (Faculty of Business)* program requirements section of this calendar.~~

Business I

Level I: 30 units

Students admitted to Business I must complete 30 units as follows:

1 course

- ~~COMMERCE 1DE0 – Business I Orientation~~

9 units

- ~~COMMERCE 1AA3 – Introductory Financial Accounting~~
- ~~COMMERCE 1BA3 – Organizational Behaviour~~
- ~~COMMERCE 1E03 – Business Environment and Organization~~

6 units

- ~~ECON 1B03 – Introductory Microeconomics~~
- ~~ECON 1BB3 – Introductory Macroeconomics~~

3 units

from

- ~~MATH 1A03 – Calculus For Science I~~
- ~~MATH 1LS3 – Calculus for the Life Sciences I~~
- ~~MATH 1M03 – Calculus for Business, Humanities and the Social Sciences
(See *Program Note 4* regarding the Math Minor)~~

0-3 units

- ~~MATH 1F03 – Introduction to Calculus and Analytic Geometry (for those students without Grade 12 Calculus and Vectors U or equivalent)~~

0-3 units

- ~~STATS 1L03 – Probability and Linear Algebra (for those students without Grade 12 Mathematics of Data Management U or equivalent)~~

9-12 units

- ~~Electives to total 30 units. See also the *International/Cross-Cultural/Language Menu*~~

Commerce II

Requirements

Level II: 30 units

21 units

- ~~COMMERCE 2AB3 – Managerial Accounting I~~
- ~~COMMERCE 2BC3 – Human Resource Management and Labour Relations~~
- ~~COMMERCE 2FA3 – Introduction to Finance~~
- ~~COMMERCE 2KA3 – Information Systems in Business~~
- ~~COMMERCE 2MA3 – Introduction to Marketing~~
- ~~COMMERCE 2OC3 – Operations Management~~
- ~~COMMERCE 2QA3 – Applied Statistics for Business~~

3 units

- ~~ECON 2X03~~

6 units

- ~~Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).~~

Honours Commerce (B.Com.)

Requirements for continuation in the Honours B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their enrolment reports in Mosaic Student Centre or contact the Student Experience – Academic Office (DSB 112) to discuss their program requirements.

Requirements

Level III: 30 units

12 units

- ~~COMMERCE 3FA3 – Managerial Finance~~
- ~~COMMERCE 3MC3 – Applied Marketing Management~~
- ~~COMMERCE 3QA3 – Management Science for Business~~
- ~~COMMERCE 3S03 – Management Skills Development~~

9 units

- ~~Level III or IV Commerce courses~~

9 units

- ~~Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).~~

Level IV: 30 units

6 units

- ~~COMMERCE 4PA3 – Business Policy: Strategic Management~~
- ~~COMMERCE 4SA3 – International Business~~

15 units

from

- ~~Level III or IV Commerce courses~~
- ~~Electives from non-Commerce courses~~

9 units

- ~~Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).~~

Commerce (B.Com.)

Requirements for continuation in the B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their degree audits or contact the Student Experience Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level III: 30 units

12 units

- ~~COMMERCE 3FA3—Managerial Finance~~
- ~~COMMERCE 3MC3—Applied Marketing Management~~
- ~~COMMERCE 3QA3—Management Science for Business~~
- ~~COMMERCE 3S03—Management Skills Development~~

18 units

- ~~Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).~~

Level IV: 30 units

6 units

- ~~COMMERCE 4PA3—Business Policy: Strategic Management~~
- ~~COMMERCE 4SA3—International Business~~

9 units

from

- ~~Level III or IV Commerce courses~~
- ~~Electives from non-Commerce courses~~

15 units

- ~~Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).~~

~~C. Programs for Students who Entered Business I in September 2014~~

Program Notes

1. ~~Students in Business I are not eligible to take upper Level Commerce course work. COMMERCE 1AA3 and 1BA3 are not open to Business I students who entered prior to September 2014.~~
2. ~~Students have only one opportunity to be reviewed for entry to Commerce II. Other options may be pursued through the Student Experience Academic Office (DSB-112).~~
3. ~~To be considered for entry into Commerce II a Business I student must have met all of the following:~~
 - ~~achieved a Grade Point Average (GPA) of at least 5.0 on a minimum of 24 units of course work for Business I (on first attempts only) and these must include all required courses of the Business I program;~~
 - ~~successfully completed, on first attempts only, all Business I required courses (See *Business I Requirements*). An exception to this condition is that no more than a single failure of a Business I required course is allowed for students with a GPA of at least 5.0 on a minimum of 24 units of course work for Business I. These students must successfully complete the failed course at the earliest possible opportunity or they will not be able to continue in the program;~~
 - ~~successfully completed ALL required units of Business I course work and successfully completed enough units of elective course work where the total of successful units of course work equals 24 units.~~
4. ~~Refer to Workload under the Academic Regulations section in the School of Business for information on full-time and part-time Business I course loads.~~

5. ~~Students seeking a Minor in Mathematics and Statistics must take MATH 1A03 (or 1LS3) and should refer to the Faculty of Science section of this Calendar for the requirements for a Minor in Mathematics and Statistics. Students neither seeking this Minor nor planning on a transfer to the Faculty of Science, are advised to take MATH 1M03.~~
6. ~~Transfer students may be admitted to Commerce II from other universities or from other Faculties within McMaster University. Academic requirements for admission of transfer students will be more demanding than those for Business I students.~~
7. ~~Admission to either of the Commerce programs beyond Commerce Level II is not possible.~~
8. ~~Courses that are cross-listed with Commerce courses are considered Commerce electives for the purposes of fulfilling program requirements. This is the case regardless of the course code the student has enrolled under.~~
9. ~~Students who have been granted Faculty permission to take COMMERCE 4EL3 in Level III Commerce will have this course applied against the program requirements for Level IV Commerce as three of the six required units of Level III or IV Commerce courses. See the *DeGroote School of Business (Faculty of Business)* program requirements section of this calendar.~~

Business I

Level I: 30 units

Students admitted to Business I must complete 30 units as follows:

9 units

- ~~COMMERCE 1AA3—Introductory Financial Accounting~~
- ~~COMMERCE 1BA3—Organizational Behaviour~~
- ~~COMMERCE 1E03—Business Environment and Organization~~

6 units

- ~~ECON 1B03—Introductory Microeconomics~~
- ~~ECON 1BB3—Introductory Macroeconomics~~

3 units

from

- ~~MATH 1A03—Calculus For Science I~~
- ~~MATH 1LS3—Calculus for the Life Sciences I~~
- ~~MATH 1M03—Calculus for Business, Humanities and the Social Sciences
(See *Program Note 5* above.)~~

0-3 units

- ~~MATH 1F03—Introduction to Calculus and Analytic Geometry (for those students without Grade 12 Calculus and Vectors U or equivalent)~~

0-3 units

- ~~STATS 1L03—Probability and Linear Algebra (for those students without Grade 12 Mathematics of Data Management U or equivalent)~~

9-12 units

- ~~Electives to total 30 units. See also the *International/Cross-Cultural/Language Menu*.~~

Commerce II

Requirements

Level II: 30 units

21 units

- COMMERCE 2AB3 – Managerial Accounting I
- COMMERCE 2BC3 – Human Resource Management and Labour Relations
- COMMERCE 2FA3 – Introduction to Finance
- COMMERCE 2KA3 – Information Systems in Business
- COMMERCE 2MA3 – Introduction to Marketing
- COMMERCE 2OC3 – Operations Management
- COMMERCE 2QA3 – Applied Statistics for Business

3 units

- ECON 2X03

6 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

Honours Commerce (B.Com.)

Requirements for continuation in the Honours B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their enrolment reports in Mosaic Student Centre or contact the Student Experience – Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level III: 30 units

12 units

- COMMERCE 3FA3 – Managerial Finance
- COMMERCE 3MC3 – Applied Marketing Management
- COMMERCE 3QA3 – Management Science for Business
- COMMERCE 3S03 – Management Skills Development

9 units

- Level III or IV Commerce courses

9 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*)

Level IV:

6 units

- COMMERCE 4PA3 – Business Policy: Strategic Management
- COMMERCE 4SA3 – International Business

15 units

from

- Level III or IV Commerce courses
- Electives from non-Commerce courses

9 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

Commerce (B.Com)

Requirements for continuation in the B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their degree audits or contact the Student Experience—Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level III: 30 units

12 units

- COMMERCE 3FA3—Managerial Finance
- COMMERCE 3MC3—Applied Marketing Management
- COMMERCE 3QA3—Management Science for Business
- COMMERCE 3S03—Management Skills Development

18 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

Level IV: 30 units

6 units

- COMMERCE 4PA3—Business Policy: Strategic Management
- COMMERCE 4SA3—International Business

9 units

from

- Level III or IV Commerce courses
- Electives from non-Commerce courses

15 units

- Electives from non-Commerce courses (See also the *International/Cross-Cultural/Language Menu*).

D. Programs for Students who Entered Business I Prior to September 2014

Program Notes

1. Students in Business I are not eligible to take upper Level Commerce course work. COMMERCE 1AA3 and 1BA3 are not open to Business I students who entered prior to September 2014.
2. Students have only one opportunity to be reviewed for entry to Commerce II. Other options may be pursued through the Student Experience—Academic Office (DSB-112).
3. To be considered for entry into Commerce II a Business I student must have met all of the following:
 - achieved a Grade Point Average (GPA) of at least 5.0 on a minimum of 24 units of course work for Business I (on first attempts only) and these must include all required courses of the Business I program;
 - successfully completed, on first attempts only, all Business I required courses (See Business I Requirements). An exception to this condition is that no more than a single failure of a Business I required course is allowed for students with a GPA of at least 5.0 on a minimum of 24 units of course work for Business I. These students must successfully complete the failed course at the earliest possible opportunity or they will not be able to continue in the program;
 - successfully completed ALL required units of Business I course work and successfully completed enough units of elective course work where the total of successful units of course work equals 24 units.

4. ~~Refer to Workload under the Academic Regulations section in the School of Business for information on full-time and part-time Business I course loads.~~
5. ~~Students seeking a Minor in Mathematics and Statistics must take MATH 1A03 (or 1LS3) and should refer to the Faculty of Science section of this Calendar for the requirements for a Minor in Mathematics and Statistics. Students neither seeking this Minor nor planning on a transfer to the Faculty of Science, are advised to take MATH 1M03.~~
6. ~~Transfer students may be admitted to Commerce II from other universities or from other Faculties within McMaster University. Academic requirements for admission of transfer students will be more demanding than those for Business I students.~~
7. ~~Admission to either of the Commerce programs beyond Commerce Level II is not possible.~~
8. ~~Courses that are cross-listed with Commerce courses are considered Commerce electives for the purposes of fulfilling program requirements. This is the case regardless of the course code the student has enrolled under.~~
9. ~~Students who have been granted Faculty permission to take COMMERCE 4EL3 in Level III Commerce will have this course applied against the program requirements for Level IV Commerce as three of the six required units of Level III or IV Commerce courses. See the *DeGroote School of Business (Faculty of Business)* program requirements section of this calendar.~~

Business I

Students who are currently registered in this program should refer to their enrolment reports in Mosaic Student Centre or contact the Student Experience – Academic Office (DSB-112) to discuss their program requirements.

Level I: 30 units

Students admitted to Business I must complete 30 units as follows:

1 course

- ~~COMMERCE 1PA0~~

3 units

- ~~COMMERCE 1E03 – Business Environment and Organization~~

3-6 units

- ~~From Course List 1 below~~

3 units

- ~~COMPSCI 1BA3~~

6 units

- ~~ECON 1B03 – Introductory Microeconomics~~
- ~~ECON 1BB3 – Introductory Macroeconomics~~

3 units

from

- ~~MATH 1A03 – Calculus For Science I~~
- ~~MATH 1LS3 – Calculus for the Life Sciences I~~
- ~~MATH 1M03 – Calculus for Business, Humanities and the Social Sciences
(See Program Note 5 above.)~~

0-3 units

- ~~MATH 1F03 – Introduction to Calculus and Analytic Geometry (for those students without Grade 12 Calculus and Vectors U or equivalent)~~

0-3 units

- ~~STATS 1L03 – Probability and Linear Algebra (for those students without Grade 12 Mathematics of Data Management U or equivalent)~~

3-12 units

- ~~Electives to total 30 units. See also the *International/Cross Cultural/Language Menu*.~~

Course List 1

- ~~ANTHROP 1AA3 – Introduction to Anthropology: Sex, Food and Death~~
- ~~ANTHROP 1AB3 – Introduction to Anthropology: Race, Religion, and Conflict~~
- ~~GEOG 1HA3 – Society, Culture and Environment~~
- ~~GEOG 1HB3 – Population, Cities and Development~~
- ~~POLSCI 1G06 A/B~~
- ~~PSYCH 1X03 – Introduction to Psychology, Neuroscience & Behaviour (or 1A03)~~
- ~~RELIGST 1B03 – What on Earth is Religion?~~
- ~~SOCIOL 1A06 A/B~~

Commerce II

Requirements

Level II: 30 units

24 units

- ~~COMMERCE 1AA3 – Introductory Financial Accounting (or 2AA3)~~
- ~~COMMERCE 1BA3 – Organizational Behaviour (or 2BA3)~~
- ~~COMMERCE 2AB3 – Managerial Accounting I~~
- ~~COMMERCE 2BC3 – Human Resource Management and Labour Relations (or 3BC3)~~
- ~~COMMERCE 2FA3 – Introduction to Finance~~
- ~~COMMERCE 2KA3 – Information Systems in Business~~
- ~~COMMERCE 2MA3 – Introduction to Marketing~~
- ~~COMMERCE 2QA3 – Applied Statistics for Business~~

3 units

3 units

- ~~Electives from non-Commerce courses~~
- ~~See also the *International/Cross Cultural/Language Menu*.~~

Honours Commerce

Requirements for continuation in the Honours B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their enrolment reports in Mosaic Student Centre or contact the Student Experience – Academic Office (DSB 112) to discuss their program requirements.

Requirements

Level III: 30 units

15 units

- ~~COMMERCE 2OC3—Operations Management (or 3QC3)~~
- ~~COMMERCE 3FA3—Managerial Finance~~
- ~~COMMERCE 3MC3—Applied Marketing Management~~
- ~~COMMERCE 3QA3—Management Science for Business~~
- ~~COMMERCE 3S03—Management Skills Development~~

6 units

- ~~Level III or IV Commerce courses~~

9 units

- ~~Electives from non-Commerce courses~~
- ~~See also the *International/Cross-Cultural/Language Menu*.~~

Level IV: 30 units

6 units

- ~~COMMERCE 4PA3—Business Policy: Strategic Management~~
- ~~COMMERCE 4SA3—International Business~~

15 units

from

- ~~Levels III or IV Commerce courses~~
- ~~Electives from non-Commerce courses~~

9 units

- ~~Electives from non-Commerce courses~~
- ~~See also the *International/Cross-Cultural/Language Menu*.~~

Commerce (B.Com.)

Requirements for continuation in the B.Com. Program are specified in the *General Academic Regulations* section of this Calendar.

Students who are currently registered in this program should refer to their enrolment reports in Mosaic Student Centre or contact the Student Experience – Academic Office (DSB-112) to discuss their program requirements.

Requirements

Level III: 30 units

15 units

- ~~COMMERCE 2OC3—Operations Management (or 3QC3)~~
- ~~COMMERCE 3FA3—Managerial Finance~~
- ~~COMMERCE 3MC3—Applied Marketing Management~~
- ~~COMMERCE 3QA3—Management Science for Business~~
- ~~COMMERCE 3S03—Management Skills Development~~

15 units

- ~~Electives from non-Commerce courses~~
- ~~See also the *International/Cross-Cultural/Language Menu*.~~

Level IV: 30 units

6 units

- ~~COMMERCE 4PA3 – Business Policy: Strategic Management~~
- ~~COMMERCE 4SA3 – International Business~~

6 units

from

- ~~Level III or IV Commerce courses~~
- ~~Electives from non-Commerce courses~~

18 units

- ~~Electives from non-Commerce courses~~
- ~~See also the International/Cross-Cultural/Language Menu.~~

E. Programs for Students who Entered the Integrated Business & Humanities Program (IBH Program) in 2019 or Later

Program Notes

1. Students cannot take elective work until Level III of the program.
2. Students have only one opportunity to be reviewed for entry to Level II. Other options may be pursued through the Student Experience - Academic Office (DSB-112.)
3. To be considered for entry into Level II of the IBH Program, students must have met all of the following:
 - o achieved a cumulative GPA of at least 5.0 on a minimum of 24 units of the required course work for Level I (on first attempts only.)
 - o cannot have failed more than one required course. These students must successfully complete the failed course at the earliest possible opportunity or they will not be able to continue in the program.
4. Students are responsible for ensuring that their course selection is meeting the requirements of their degree.

Level I: 30 Units

24 units

- IBH 1AA3 - Financial Accounting
- IBH 1AB3 - Perspectives on Canadian Business
- IBH 1AC3 - Introduction to Language and Society
- IBH 1AD3 - IBH in the Community
- IBH 1BA3 - Leadership Coaching 1
- IBH 1BB3 - Insight and Inquiry: Questions to Change the World
- IBH 1BC3 - Fundamentals of Ethics
- IBH 1BD3 - Introduction to Peace Studies for IBH

6 units

- ~~ECON 4B03~~ ~~1BX3~~ - Introductory Microeconomics
- ECON 1BB3 - Introductory Macroeconomics

Level II: 30 Units

30 units

- IBH 2AA3 - Introduction to Marketing
- IBH 2AB3 - Information Systems in Management
- IBH 2AC3 - Talent Management
- IBH 2AD3 - Statistical Data Analysis
- IBH 2AE3 - Critical Thinking

- IBH 2AF3 - Global Business Experience
- IBH 2BA3 - Managerial Accounting
- IBH 2BB3 - Introduction to Finance
- IBH 2BD3 - Moral Issues
- IBH 2BF3 - History of Capitalism

Level III: 30 Units

27 units

- IBH 3AA3 - Relationship Management
- IBH 3AB3 - Applied Marketing Management
- IBH 3AC3 - Corporate Finance
- IBH 3AD3 - Cross-Cultural Communication
- IBH 3BA3 - Understanding Entrepreneurship and Social Entrepreneurship From a Historical and Theoretical Lens
- IBH 3BB3 - Organizational Strategy
- IBH 3BC3 - Poverty, Privilege and Protest in Canadian History
- IBH 3BD3 - Interpersonal Communication
- IBH 3BE3 - Operations Management

3 units

- Open electives

Level IV: 30 Units

12 units

- ~~IBH 4AA6 – Leadership~~
- IBH 4AA3 – Leadership: Fostering Effective Communication Through Visual Literacy
- IBH 4BA3 – Leadership Effectiveness: Building Personal and Organizational Success
- IBH 4AB6 A/B - Social Entrepreneurship

18 units

- Open electives

Integrated Business and Humanities with Internship Program

Admission

Enrolment in this program is limited. Applications for admission into the Integrated Business and Humanities with Internship will be accepted at the end of the Spring/Summer term and prior to the start of the Fall term (specific deadline dates will vary each year and will be communicated in the Undergraduate Faculty of Business Bulletin, OSCARplus and on DeGroote's website).

Only full-time IBH students in good standing with a minimum cumulative GPA of 7.0 at the time of application, who have completed Level II (and who will have at least 18 units of course work left to complete following their internship) and have passed COMMERCE 2IN0, Career Development Course, will be eligible to apply for the Integrated Business and Humanities with Internship degree program. Selection into the program will be based on academic achievement, statement of interest, work and volunteer experience and interview.

Program Notes

1. To remain in the Integrated Business and Humanities with Internship program, students must maintain a cumulative GPA of 7.0, and remain in good academic standing
2. Only students completing an approved 16-month internship will enroll in Commerce 4IC0
3. Students should refer to the table below to plan their enrolment for their work term;

Work Term	Spring/Summer	Fall	Winter	Spring/Summer
16 - month	4IA0	4IB0	4IC0	4ID0
12-month beginning spring term	4IA0	4IB0	4ID0	
12-month beginning fall term		4IA0	4IB0	4ID0

Requirements

Level I: 30 units

30 units

Completed prior to admission in the program

Level II: 30 units

30 units

Completed prior to admission in the program

Level III: 30 Units

27 units

- IBH 3AA3 - Relationship Management
- IBH 3AB3 - Applied Marketing Management
- IBH 3AC3 - Corporate Finance
- IBH 3AD3 - Cross-Cultural Communication
- IBH 3BA3 - Understanding Entrepreneurship and Social Entrepreneurship From a Historical and Theoretical Lens
- IBH 3BB3 - Organizational Strategy
- IBH 3BC3 - Poverty, Privilege and Protest in Canadian History
- IBH 3BD3 - Interpersonal Communication
- IBH 3BE3 - Operations Management

3 units

- Open electives

Level IV: Work term

Commerce Internship Work Term (12-16 months)

Work Term

3-4 courses from

- COMMERCE 4IA0

- COMMERCE 4IB0
- COMMERCE 4IC0 (See Note 2)
- COMMERCE 4ID0 (See Note 3)

Level V: 30 Units 12 units

- IBH 4AA3 – Leadership: Fostering Effective Communication Through Visual Literacy
- IBH 4BA3 – Leadership Effectiveness: Building Personal and Organizational Success
- IBH 4AB6 A/B - Social Entrepreneurship

18 units

- Open electives

F. Programs for Students who Entered the Integrated Business & Humanities Program (IBH Program) Prior to 2019

Program Notes

1. Students cannot take elective work until Level III of the program.
2. Students have only one opportunity to be reviewed for entry to Level II. Other options may be pursued through the Student Experience - Academic Office (DSB-112.)
3. To be considered for entry into Level II of the IBH Program, students must have met all of the following:
 - achieved a cumulative GPA of at least 5.0 on a minimum of 24 units of the required course work for Level I (on first attempts only.)
 - cannot have failed more than one required course. These students must successfully complete the failed course at the earliest possible opportunity or they will not be able to continue in the program.
4. Students are responsible for ensuring that their course selection is meeting the requirements of their degree.

Level I: 30 units

Students admitted to the Integrated Business & Humanities Program must complete 30 units as follows:

24 units

- IBH 1AA3 - Financial Accounting
- IBH 1AB3 - Perspectives on Canadian Business
- IBH 1AC3 - Introduction to Language and Society
- IBH 1AD3 - IBH in the Community
- IBH 1BA3 - Leadership Coaching 1
- IBH 1BB3 - Insight and Inquiry: Questions to Change the World
- IBH 1BC3 - Fundamentals of Ethics
- IBH 1BD3 - Introduction to Peace Studies for IBH

6 units

- ECON 1B03 - Introductory Microeconomics
- ECON 1BB3 - Introductory Macroeconomics

Level II: 30 units

30 units

- IBH 2AA3 - Introduction to Marketing
- IBH 2AB3 - Information Systems in Management
- IBH 2AC3 - Talent Management
- IBH 2AD3 - Statistical Data Analysis
- IBH 2AE3 - Critical Thinking
- IBH 2BA3 - Managerial Accounting
- IBH 2BB3 - Introduction to Finance
- IBH 2BC3 - Operations Management
- IBH 2BD3 - Moral Issues
- IBH 2BE3 - Canadian Business History: the Canadian Experience in International Perspective

Level III: 30 Units

24 units

- IBH 3AA3 - Relationship Management
- IBH 3AB3 - Applied Marketing Management
- IBH 3AC3 - Corporate Finance
- IBH 3AD3 - Cross-Cultural Communication
- IBH 3BA3 - Understanding Entrepreneurship and Social Entrepreneurship From a Historical and Theoretical Lens
- IBH 3BB3 - Organizational Strategy
- IBH 3BC3 - Poverty, Privilege and Protest in Canadian History
- IBH 3BD3 - Interpersonal Communication

6 units

- Open electives

Level IV: 30 units

12 units

- ~~IBH 4AA6 – Leadership~~
- IBH 4AA3 – Leadership: Fostering Effective Communication Through Visual Literacy
- IBH 4BA3 – Leadership Effectiveness: Building Personal and Organizational Success
- IBH 4AB6 A/B - Social Entrepreneurship

18 units

- Open electives

REVISIONS TO EXISTING MINORS

Minor in Accounting and Financial Management Services

The School of Business will admit a maximum of 30 students to the Minor in Accounting and Financial Management Services each year. Admission decisions are made on behalf of the Undergraduate Recruitment, Admissions, and Student Affairs Committee of the DeGroote School of Business.

Notes

- ~~1. Application for admission (forms available from the Student Experience – Academic Office) must be submitted to the Student Experience – Academic Office by April 30.~~
2. For admission, students must complete an application for admission to the Minor by using the Service Request function in the Student Centre in Mosaic before April 30th.
3. Students seeking the Minor must have completed ECON 1B03 and 1BB3 with an average of at least 7.0.
4. The Minor is not open to students registered in any Commerce or Engineering and Management program.

Requirements

30 units total

6 units

- ECON 1B03 - Introductory Microeconomics
- ECON 1BB3 - Introductory Macroeconomics

12 units

- COMMERCE 1AA3 - Introductory Financial Accounting
- COMMERCE 2AB3 - Managerial Accounting I
- COMMERCE 3AB3 - Intermediate Financial Accounting I
- COMMERCE 3AC3 - Intermediate Financial Accounting II

12 units

from

- COMMERCE 4AA3 - Managerial Accounting II
- COMMERCE 4AC3 - Advanced Financial Accounting
- COMMERCE 4AD3 - Introduction to Auditing
- COMMERCE 4AF3 - Accounting Theory
- COMMERCE 4AX3
- COMMERCE 4SB3 - Introduction to Canadian Taxation
- COMMERCE 4SC3 - Advanced Canadian Taxation

Minor in Business

Notes

1. The Minor is not open to students registered in any Commerce or Engineering and Management program.
- ~~2. Enrolment in each of the Commerce courses comprising the Business Minor, (excluding students registered in Engineering and Management, Commerce and Labour Studies students enrolled in COMMERCE 1BA3 and 2BC3 and students admitted to the Minor in Finance, the Minor in Accounting and Financial Management Services, or the Minor in Information Systems) is limited to 40 students who are registered in a four- or five-level McMaster degree program. Places in these courses will be allocated on a first come, first served basis.~~

3. For purposes of the Business Minor, ECON 2I03 will be accepted as a substitute for COMMERCE 2FA3. All courses listed as anti-requisite for COMMERCE 2QA3 in the *Course Listings* section of the Undergraduate Calendar will be accepted as a substitute for COMMERCE 2QA3.
4. ~~For those taking COMMERCE 2FA3 and/or 3FA3, it is strongly recommended that MATH 1M03 be completed.~~

Requirements

24 units total

6 units

from

- COMMERCE 1AA3 - Introductory Financial Accounting
- COMMERCE 1BA3 - Organizational Behaviour
- COMMERCE 1DA3 – Business Data Analytics
- COMMERCE 1MA3 – Introduction to Marketing
- ECON 1B03 - Introductory Microeconomics

18 units

from

- COMMERCE 2AB3 - Managerial Accounting I
- COMMERCE 2BC3 - Human Resource Management and Labour Relations
- COMMERCE 2DA3 – Decision Making with Analytics
- COMMERCE 2FA3 - Introduction to Finance
- COMMERCE 2FB3 (or 3FA3) - Managerial Finance
- COMMERCE 2KA3 - Information Systems in Business
- COMMERCE 2MA3 - Introduction to Marketing
- COMMERCE 2OC3 - Operations Management
- COMMERCE 2QA3 - Applied Statistics for Business
- ~~COMMERCE 3FA3 - Managerial Finance~~
- COMMERCE 3MC3 - Applied Marketing Management
(See Note 3 above)

Minor in Finance

The School of Business will admit a maximum of 30 students to the Minor in Finance each year. Admission decisions are made on behalf of the Undergraduate Recruitment, Admissions, and Student Affairs Committee of the DeGroote School of Business.

Notes

1. ~~Application for admission (forms available from the Student Experience – Academic Office) must be submitted to the Student Experience – Academic Office by April 30.~~
2. The Minor is not open to students registered in any Commerce or Engineering and Management program.
3. For admission, students must complete an application for admission to the Minor by using the Service Request function in the Student Centre in Mosaic before April 30th.
4. Students seeking the Minor must have completed ECON 1B03 and 1BB3 with an average of at least 7.0.
5. ~~The Minor is not open to students registered in any Commerce or Engineering and Management program.~~
6. Students seeking to obtain the Minor must complete both ECON 2B03 and 2H03 before undertaking any Level III or Level IV Finance courses.
7. For the purposes of this Minor, all courses listed as anti-requisite for COMMERCE 2QA3 in the Course Listings section of the Undergraduate Calendar will be accepted as a substitute for ECON 2B03.
8. For those taking COMMERCE 2FA3 and/or 3FA3, it is strongly recommended that MATH 1M03 be completed.

Requirements

30 units total

6 units

- ECON 1B03 - Introductory Microeconomics
- ECON 1BB3 - Introductory Macroeconomics

6 units

- ECON 2B03 - Analysis of Economic Data
- ECON 2H03 - Intermediate Macroeconomics I
(See Notes 4 and 5 above)

9 units

from

- COMMERCE 1AA3 - Introductory Financial Accounting
- COMMERCE 2FA3 - Introduction to Finance (or ECON 2I03)
- COMMERCE 2FB3 (or 3FA3) - Managerial Finance

9 units

- Levels III, IV Finance courses open to Commerce students

Minor in Information Systems

The School of Business will admit a maximum of 30 students to the Minor in Information Systems each year. Admission decisions are made on behalf of the Undergraduate Recruitment, Admissions, and Student Affairs Committee of the DeGroote School of Business.

Notes

- ~~1. Application for admission (forms available from the Student Experience – Academic Office) must be submitted to the Student Experience – Academic Office by April 30.~~
2. The Minor is not open to students registered in Commerce or Engineering and Management.
3. For admission, students must complete an application for admission to the Minor by using the Service Request function in the Student Centre in Mosaic before April 30th.
4. Students seeking the Minor must have completed, with a minimum grade of B-, one of COMPSCI 1BA3, COMPSCI 1MA3, COMPSCI 1JC3, COMPSCI 1TA3, ECON 1B03 or ECON 1BB3.
- ~~5. The Minor is not open to students registered in Commerce or Engineering and Management.~~

Requirements

24 - 25 units total

3-4 units

from

- COMPSCI 1JC3 - Introduction to Computational Thinking
- COMPSCI 1MA3
- COMPSCI 1TA3 - Elementary Computing and Computer Use
- ENGINEER 1D04 - Engineering Computation

3 units

from

- ECON 1BX3 - Introductory Microeconomics
- ECON 1BB3 - Introductory Macroeconomics

3 units

- COMMERCE 2KA3 - Information Systems in Business

6 units

from

- COMMERCE 3KA3 - System Analysis and Design
- COMMERCE 3KD3 - Database Design Management and Applications
- COMMERCE 3KE3 – Management of Enterprise Data Analytics

9 units

from

- COMMERCE 4KF3 - Project Management
- COMMERCE 4KH3 - Strategies for Electronic and Mobile Business
- COMMERCE 4KI3 - Business Process Management
- COMMERCE 4KX3 – Special Topics in Information Systems

***Rationale:** Providing more flexibility for students to choose courses from certain lists.*

Minor in Innovation

The minor in innovation is a partnership between the Faculty of Engineering and the DeGroote School of Business and is intended for students from all Faculties who wish to learn more about innovation and develop a level of innovation literacy, as well as those who are themselves innovators and wish to develop skills to create their own enterprise. To meet these varied needs, the minor includes a wide range of courses in innovation and may be taken as a course only option, or may include a practicum.

Requirements

24 units total

6 units

- INNOVATE 1X03 - The World of Entrepreneurship
- INNOVATE 2X03 - Lean Startup

6-9 units

from

- INNOVATE 2Z03 - Sprint Methodologies
- INNOVATE 3X03 - Persuasion, Pitching Skills and Marketing
- INNOVATE 3Z03 - From Founder to CEO

9-12 units

from

- COMMERCE 3MA3 - Marketing Research
- COMMERCE 3MC3 - Applied Marketing Management
- COMMERCE 3MD3 - Introduction to Contemporary Applied Marketing
- COMMERCE 3S03 - Management Skills Development
- COMMERCE 4AK3 - Accounting Information for Decision Making
- COMMERCE 4BB3 - Recruitment and Selection
- COMMERCE 4BK3 - The Management of Technology
- COMMERCE 4BN3 - Leadership Development
- COMMERCE 4FO3 - Small Business and Entrepreneurial Finance
- COMMERCE 4FV3 - Venture Capital
- COMMERCE 4FW3 - Finance for Entrepreneurs
- COMMERCE 4KF3 - Project Management
- COMMERCE 4KH3 - Strategies for Electronic and Mobile Business
- COMMERCE 4KI3 - Business Process Management
- COMMERCE 4MC3 - New Product Marketing

- COMMERCE 4ME3 - Sales Management
- COMMERCE 4PA3 - Business Policy: Strategic Management
- COMMERCE 4SA3 - International Business
- COMMERCE 4SD3 - Commercial Law
- COMMERCE 4SE3 - Entrepreneurship
- COMPSCI 4EN3 A/B - Software Entrepreneurship
- ENGNMGT 4A03 - Innovation Driven Project Development and Management
- HISTORY 2EE3 - Science and Technology in World History
- HISTORY 3UA3 - The History of the Future
- HTHSCI 4ID3 - Innovation By Design
- INNOVATE 1Z03 - Artificial Intelligence - Innovative Technologies
- INNOVATE 3EX3 - Experiential Learning in Innovation
- INNOVATE 3ZZ3 - Imagining and Navigating the Future
- INNOVATE 4EX6 A/B - Founders Startup
- SUSTAIN 3S03 - Implementing Sustainable Change

Specialized Minor in Commerce for Students Completing a Single Honours B.A. in Humanities

The Specialized Minor in Commerce for Humanities students is administered by the DeGroote School of Business. A maximum of 30 students will be admitted each year to this Specialized Minor.

Notes

1. For admission, Humanities students (Level 1) must complete an application for admission to the Minor by using the Service Request function in the Student Centre in Mosaic during the Program/Plan Selection process in April.
2. Students must also be admitted to a Single Honours B.A. in one of the following programs: Art History, Classics, Cognitive Science of Language, Communication Studies, English and Cultural Studies, French, History, Justice, Political Philosophy and Law, Linguistics, Multimedia, Philosophy, or Theatre & Film Studies.
3. Students seeking the Specialized Minor in Commerce for Humanities must have completed ECON 1B03 ~~with a grade of at least B-~~, and one of MATH 1M03 or ECON 1BB3.
4. Students must have a Grade Point Average of at least 6.0 to be considered for entry into the Minor.
5. Students planning to apply to the accelerated MBA program at McMaster are strongly encouraged to consult with MBA Admissions at the Ron Joyce Centre regarding admission requirements. In addition to meeting all other admission criteria students must complete, with a minimum grade of B-, the following courses:
 - all three of ECON 1B03, 1BB3, and MATH 1M03;
 - all level 1 and 2 Commerce courses listed below ~~with the exception of Commerce 2DA3;~~
 - COMMERCE ~~3FA3, and~~ 3MC3

Requirements

33 units total

6 units

- COMMERCE 1AA3 - Introductory Financial Accounting
- COMMERCE 1BA3 - Organizational Behaviour
- COMMERCE 1DA3 – Business Data Analytics
- COMMERCE 1MA3 – Introduction to Marketing

18 units

from

- COMMERCE 2AB3 - Managerial Accounting I
- COMMERCE 2BC3 - Human Resource Management and Labour Relations

- COMMERCE 2DA3 – Decision Making with Analytics
- COMMERCE 2FA3 - Introduction to Finance
- COMMERCE 2FB3 – Managerial Finance
- COMMERCE 2KA3 - Information Systems in Business
- ~~COMMERCE 2MA3 – Introduction to Marketing~~
- ~~COMMERCE 2QA3 – Applied Statistics for Business~~
- COMMERCE 2OC3 - Operations Management
- COMMERCE 3MC3 - Applied Marketing Management
- COMMERCE 3S03 - Management Skills Development

3 units

from

- HUMAN 3LM3 - Foundations of Leadership
or
- HUMAN 3CM3 - Leadership: Cross-Cultural Mentoring Lab

6 units

- Level III or IV Commerce courses

NEW COURSES

COMMERCE 4IC0 - Internship 3

0 unit(s)

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. Students completing a 16-month internship will be enrolled in COMMERCE 4IC0 for the third term of their internship.

Prerequisite(s): COMMERCE 2IN0, 4IA0, 4IB0 and permission of the Manager of Student Experience - Career and Professional Development

This course will be evaluated as a complete/incomplete.

COMMERCE 4ID0 – Internship Final Term

0 unit(s)

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. All internship students will be enrolled in COMMERCE 4ID0 for their final term of their internship.

Prerequisite(s): COMMERCE 2IN0, 4IA0, 4IB0 and permission of the Manager of Student Experience - Career and Professional Development

This course will be evaluated on a pass/fail basis.

Rationale for Internship courses: *Aligning with new curriculum*

COMMERCE 1DA3 – Business Data Analytics

3 unit(s)

The main emphasis will be on the applications of statistical data analysis in business. Students learn different aspects of working with and making sense of data and learn how to use data to provide insight into different business problems. Some examples include the application of visualization, probabilities, confidence intervals, hypothesis testing, simple and multiple regressions, etc. Application of data analysis techniques in business problems will be introduced and practiced using software (through a course project).

Lectures (three hours), tutorials (one hour)

Antirequisite(s): Commerce 2QA3, IBH 2AD3

Rationale: *The course is being introduced to the first year with some modifications to include foundational topics for students who may not have taken data management in high school as well take an analytics focus to prepare students for subsequent business analytics courses.*

COMMERCE 1GR0 A/B – DeGroote Student Experience and Development I

0 unit(s)

This course provides experiential activities for students to develop (or enhance) and apply foundational knowledge of highly sought skills in the workplace such as critical thinking, collaboration, communication and self-management. Further, this course offers career development tools and learning experiences that facilitate students' transition to university and success in the Business Program. Students will gain knowledge of McMaster University's academic regulations, strategies for academic success, and the various services available to them within the university.

Course will consist of in-person and online learning experiences such as presentations, videos, resources, self-assessment, workshops, competitions, conferences, etc.

Prerequisite(s): Registration in Level I or above in any Bachelor of Commerce Program

Rationale: This is a new Level I course that will be part of a 'GR0' series of courses. These courses are grounded in the development of key competencies and providing experiences for students that will lead to their academic and professional success.

Commerce 1MA3 – Introduction to Marketing

3 unit(s)

This foundation course introduces the basic principles and frameworks of marketing emphasizing the importance of a focus on the customer.

Lectures (three hours)

Antirequisite(s): Commerce 2MA3 and IBH 2AA3

Rationale: The course is being introduced to the first year of the Bachelor of Commerce program to prepare students for upper-level Marketing courses.

COMMERCE 2DA3 – Decision Making with Analytics

3 unit(s)

The course will study five widely used quantitative management science tools (problem modelling, linear programming, decision analysis, simulation, and waiting lines) used in business data analytics when conditions are reasonably certain or somewhat uncertain. All five tools are implemented in Excel. The course is taught through lectures, computer work with Excel, lecture notes and textbook readings, practice problems, and online podcasts.

Lectures (three hours), tutorials (one hour)

Prerequisite(s): COMMERCE 1DA3 (or 2QA3), IBH 2AD3 or one of Stats 2MB3, 3J04, 3N03 or 3Y03; and registration in any four or five level program or applicable minor (see Note 5).

Rationale: The course is being moved to the second year and will be the second course in a series of courses on data analytics. The old course title and number is Management Science for Business, Commerce 3QA3. The new course title and number is Decision Making with Analytics, Commerce 2DA3.

COMMERCE 2FB3 - Managerial Finance

3 unit(s)

This course examines various aspects of the financial management of the firm including the sources and methods of financing, capital structure, dividend policy, leasing, mergers and acquisitions, working capital management, effects of taxation on financial decisions and international aspects of finance.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3; and registration in any four or five level program or applicable minor (see Note 5).

Antirequisite(s): COMMERCE 3FA3, IBH 2BB3 or IBH 3AC3

Rationale: This is a new course being offered under the revised Faculty of Business curriculum. Previously was COMMERCE 3FA3, but the existing COMMERCE 3FA3 will remain as an existing course for students already in the program and completing degree requirements.

IBH 4BA6 A/B – Social Entrepreneurship Capstone

6 unit(s)

In this course students will learn to apply skills learned in entrepreneurship, social entrepreneurship and community engagement from an experiential perspective.

Lectures (three hours), tutorials (one hour)

Prerequisite(s): Registration in Level IV of the Integrated Business and Humanities Program.

Rationale: This is a new course that is to be included in the Integrated Business and Humanities (IBH) program.

IBH 4AA3 – Leadership: Fostering Effective Communication Through Visual Literacy

3 unit(s)

This course is designed to further expand students' foundation in ethical business practice in a leadership position; in critical thinking and verbal expression; and in business- and social history with a global perspective; it will detail these skills and qualities by providing students with acute awareness of the impact of the multi-faceted visual environment they will work in, and with the necessary skills of visual literacy to 'read', evaluate, manage and produce visual messages adequately in different socio-cultural settings. The importance of creativity that is at play in visual communication will be explored, and students will have an opportunity for hands-on experience with the creative process in making art. Experience with accessing their own creative potential will contribute to their professional success.

Lectures (three hours), tutorials (one hour)

Prerequisite(s): Registration in Level IV of the Integrated Business and Humanities Program

Rationale: *This is a new course that is to be included in the Integrated Business and Humanities (IBH) program.*

IBH 4BA3 – Leadership Effectiveness: Building Personal and Organizational Success

3 unit(s)

The objective of this course is to prepare students to take on increasingly higher levels of leadership in their organizations, creating career paths for personal success, organizational effectiveness and contribution to society at large

Lectures (three hours)

Prerequisite(s): Registration in Level IV of the Integrated Business and Humanities Program

Rationale: *This is a new course that is to be included in the Integrated Business and Humanities (IBH) program.*

REVISIONS TO EXISTING COURSES

Integrated Business and Humanities:

~~IBH 4AA6 – Leadership Capstone~~

~~6 unit(s)~~

~~This course was a placeholder and no course description is available.~~

Rationale: *This course has not been offered and will be replaced with two three unit courses.*

Bachelor of Commerce:

COMMERCE 2AB3 - Managerial Accounting I

3 unit(s)

An introduction to concepts underlying the use of cost accounting information for managerial planning and control and for inventory valuation. The nature and analysis of costs and the usefulness and limitations of accounting data for decision-making, including ethical considerations, will be discussed.

Lectures (two hours), tutorial (one hour)

Prerequisite(s): COMMERCE 1AA3; and registration in any four or five level program or applicable minor (see Note 5). ~~or IBH 1AA3; and registration in any Honours Bachelor of Commerce, Engineering and Management, or four or five level non-Commerce program or the Minor in Innovation~~

Antirequisite(s): IBH 2BA3

COMMERCE 2BC3 - Human Resource Management and Labour Relations

3 unit(s)

This course builds on COMMERCE 1BA3, focusing on human resource management and labour relations issues and practices from a general management education perspective.

Lectures (three hours)

Prerequisite(s): COMMERCE 1BA3; and registration in any four or five level program or applicable minor (see Note 5). ~~or IBH 1BA3; and registration in any Honours Bachelor of Commerce, Engineering and Management, Labour Studies, or four or five level non-Commerce program~~

Antirequisite(s): IBH 2AC3

COMMERCE 2FA3 - Introduction to Finance

3 unit(s)

This course introduces the main instruments and institutions in the Canadian financial system. The basic concepts and models of modern financial theory are introduced through lectures and 'hands-on' problem solving. Topics include: the time value of money, capital budgeting, the trade-off between risk and return and security valuation.

Lectures (two hours), tutorial (one hour)

Prerequisite(s): COMMERCE 1AA3 ~~or IBH 1AA3~~; ECON 1B03; one of MATH 1A03, 1LS3, 1M03, 1N03, 1X03, 1ZA3 or 1Z04; and registration in any four or five level program or applicable minor (see Note 5). ~~registration in any Honours Bachelor of Commerce, Engineering and Management, or Honours Actuarial and Financial Mathematics, or four or five level non-Commerce program.~~

Antirequisite(s): IBH 2BB3; Not open to students with credit or registration in ECON 2I03

COMMERCE 2IN0 - Career Development Course

0 unit(s)

A Career Development course designed to equip students with the tools necessary to successfully participate in summer, internship and full time job searches. Topics include: skills assessment, resume and cover letter development, interview skills, networking, job search strategies, business etiquette. Successful completion of this course is one of the requirements to participate in the Commerce Internship Program.

Lectures (two hours)

Prerequisite(s): Registration in Level II of an ~~Honours~~ Bachelor of Commerce Program or Permission of the Manager of the Career and Professional Development.

A separate course fee of \$175 will be applied to your student account upon enrolment in the course. For more information on Commerce 2IN0 see <http://ug.degrootemcmaster.ca/course-outlines/>. Please refer to the Commerce Internship Program section of the Undergraduate Calendar for a complete listing of requirements for participation.

COMMERCE 2KA3 - Information Systems in Business

3 unit(s)

This course emphasizes the strategic role of information systems in modern business. Topics include: the technical foundations of information systems, the impact of information systems on business operations and decision-making and the processes that are required for successful implementation of business information systems.

Lectures (three hours)

Prerequisite(s): Registration in any four or five level program or applicable minor (see Note 5). ~~Registration in any Honours Bachelor of Commerce or four or five level non-Commerce program or non-Engineering and Management program.~~

Antirequisite(s): IBH 2AB3

COMMERCE 2MA3 - Introduction to Marketing

3 unit(s)

This course introduces the conceptual underpinnings and operational facets of marketing with a primarily consumer (as opposed to industrial) focus.

Lectures (three hours)

Prerequisite(s): ECON 1B03; and registration in any four or five level program or applicable minor (see Note 5). ~~and registration in any Honours Bachelor of Commerce or Engineering and Management program or one of ARTSSCI 2E03, ECON 1B03, 2G03, 2X03, and registration in any four or five level non-Commerce program.~~

Antirequisite(s): IBH 2AA3

COMMERCE 2OC3 - Operations Management

3 unit(s)

The course will cover both manufacturing and service operations topics at the strategic, tactical and operational levels. Topics include capacity planning, layout of facilities, forecasting, aggregate planning, scheduling, inventory control, purchasing, supply chains and quality control. Emphasis will also be placed on process improvement and project management. The course will look at supply chain issues related to globalization and sustainability including environmental and social issues.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): One of ARTSSCI 2R03, COMMERCE 2QA3, ECON 2B03, ELECENG 3TQ4, ENGPYHS 3W04, HTHSCI 1F03, 2A03, NURSING 2R03, SOCSCI 2J03, STATS 1CC3, 2B03, 2MB3, 3J04, 3N03, 3Y03; ~~and registration in any four or five level program or applicable minor (see Note 5); and registration in any Honours Bachelor of Commerce program, or four or five level non-Commerce program~~

Antirequisite(s): COMMERCE 4QA3, IBH 2BC3 ~~3BC3~~ (or 3BE3), MECHENG 4C03

This course is not open to students in any Engineering and Management program.

COMMERCE 2QA3 - Applied Statistics for Business

3 unit(s)

An introduction to the application of statistical analysis in managerial decision-making. The concepts of statistical analysis are applied to a variety of topics, including decision-making, estimation by sampling, hypothesis testing, analysis of variance, simple linear and multiple regression and forecasting.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): Finite Math (or Mathematics of Data Management U or equivalent) or STATS 1L03; ~~and registration in any four or five level program or applicable minor (see Note 5); and registration in any Honours Bachelor of Commerce, Engineering and Management or four or five level non-Commerce program~~

Antirequisite(s): ARTSSCI 2R03, ECON 2B03, ELECENG 3TQ4, ENGPYHS 3W04 A/B, HTHSCI 1F03, 2A03, IBH 2AD3, NURSING 2R03, SOCSCI 2J03, STATS 1CC3, STATS 2B03, 2MB3, 3J04, 3N03, 3Y03

COMMERCE 3AB3 - Intermediate Financial Accounting I

3 unit(s)

A first course in intermediate financial accounting dealing with the theory and practice of financial statement

preparation and reporting. The emphasis will be on asset valuation and the related impact on income measurement.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): COMMERCE 1AA3 or IBH 1AA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 3AC3 - Intermediate Financial Accounting II

3 unit(s)

A second course in intermediate financial accounting dealing with reporting issues that relate to liabilities and owners' equity. In particular, the concepts of recognition, measurement and disclosure of such items as bonds, taxes, leases and pensions as well as the phenomenon of off-balance sheet financing are examined.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): COMMERCE 3AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 3DA3 – Predictive Analytics

3 unit(s)

This course is designed to introduce the basics of predictive analytics to undergraduate students. The course takes a computational approach to address the concept of “prediction and forecasting” within business problems. Students will learn about the most commonly used predictive analytics tools and methodologies and get to apply them to a series of problems to gain hands-on experience. In this process, students also learn the basics of predictive data analytics using state of the art analytics computational platforms and tools such as Anaconda and Jupyter Notebook. Upon the completion of the course, students are expected to have gained a basic but broad understanding of predictive data analytics, and are able to use the R programming language to perform a preliminary predictive analysis on a given data set.

Lectures (three hours)

Prerequisite(s): COMMERCE 2DA3 (or 3QA3) ~~COMMERCE 3QA3~~; and registration in Level III or above in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~a Bachelor of Commerce or Engineering and Management program.~~

COMMERCE 3FA3 - Managerial Finance

3 unit(s)

This course examines various aspects of the financial management of the firm including the sources and methods of financing, capital structure, dividend policy, leasing, mergers and acquisitions, working capital management, effects of taxation on financial decisions and international aspects of finance.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3; or ECON 2I03; ~~or IBH 2BB3~~ and registration in any four or five level program or applicable minor (see Note 5). ~~and registration in any Honours Bachelor of Commerce, Engineering and Management, Honours Actuarial and Financial Mathematics, or four or five level non Commerce program.~~

Antirequisite(s): IBH 3AC3

Additional Rationale: Removing reference to IBH 2BB3 in the pre-requisite since IBH students will not be taking this course.

COMMERCE 3FB3 - Securities Analysis

3 unit(s)

This course is concerned with the analysis of marketable securities, especially common stocks. Topics include: the institutional characteristics and operation of financial markets, securities analysis and valuation, investment characteristics and strategies to increase return.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3; or ECON 2I03; or IBH 2BB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 3FC3 - International Finance

3 unit(s)

This course provides a framework for examining financial management decisions in an international setting. Issues examined include: foreign exchange risk management, multinational working capital management, foreign investment analysis and financing foreign operations.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 3FD3 - Financial Modelling

3 unit(s)

What is the difference between making a purpose-built spread sheet and financial modeling? Financial modeling is much more flexible and can be easily modified to solve a wide array of problems. This course will examine the tools built into Excel and VBA and their use in financial modeling. A basic knowledge of Excel is assumed with no prior experience with VBA required.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3 or IBH 2BB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program; or Level IV of the Commerce program, or the Minor in Finance.~~

COMMERCE 3FH3 - Alternative Investments and Portfolio Management

3 unit(s)

This course introduces students to a wide range of alternative investments, including hedge funds, private equity, commodities, real estate, and infrastructure. Students are also provided a deeper, cutting-edge treatment of modern hedge fund investment strategies as well as a rigorous analysis of the practical portfolio management process. This course is highly recommended for any student considering a career in investments, portfolio management, corporate finance, or the broader financial services.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

~~**Antirequisite(s):** COMMERCE 4FX3 – if taken in Winter 2014~~

Additional Rationale: Removing reference to anti-requisite as it is over 6 years old.

COMMERCE 3FI3 - Market Trading with Options and Futures

3 unit(s)

This experiential course develops practical skills in trading financial securities -money market instruments, bonds, equities, indices, ETFs, currencies, commodities and their corresponding options focusing on trading strategies that minimize market exposure through risk measurement

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~
~~Enrolment is limited.~~

COMMERCE 3FK3 - Intermediate Corporate Finance

3 unit(s)

This course will provide an overview of the theory, methods and concerns of Corporate Finance. The course will examine the important issues in corporate finance (capital budgeting, capital structure, dividend policy, interaction of investment and financing decisions) from the perspective of the financial manager. Although lecture-based, the course will also use a number of cases to illustrate the theory.

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) ~~COMMERCE 3FA3~~; and registration in level III or above in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~in any Bachelor of Commerce or Engineering and Management program or the Minor in Finance~~

COMMERCE 3FL3 – Sustainable and Social Finance

3 unit(s)

Students will discuss how financial markets can play a socially-beneficial role. How public companies play a role in creating a more sustainable world. What role endowments play in the success of the non-profit sector. The role socially-responsible businesses, impact investments and green bonds play in helping to improve social outcomes. A major focus will be learning to evaluate public companies from an Environmental, Social and Governance (ESG) perspective. ESG has become a critical skill set in evaluating investments.

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) ~~COMMERCE 3FA3~~; and registration in level III or above in ~~any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~any Bachelor of Commerce or Engineering and Management program or the Minor in Finance~~

COMMERCE 3KA3 - System Analysis and Design

3 unit(s)

This course examines the role of the system analyst in today's business environment. Traditional and modern approaches to systems analysis and design will be covered. Students participate in a hands-on team project for a real-world business application.

Lectures (three hours)

Prerequisite(s): COMMERCE 2KA3 or IBH 2AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 3KD3 - Database Design Management and Applications

3 unit(s)

This course is designed to introduce the basic concepts of database design, implementation and management. Students will gain hands on experience through assignments and a team project.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): COMMERCE 2KA3; ~~or~~ ENGINEER 1D04; or IBH 2AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

Antirequisite(s): COMMERCE 4QD3

COMMERCE 3KE3 - Management of Enterprise Data Analytics

3 unit(s)

This course provides students with an overview of enterprise data analytics and an introduction to the concepts which underlie its effective deployment and management. The course encompasses managerial, technical and statistical perspectives, demonstrating how each area is dependent on the other to make enterprise analytics work. This course incorporates a variety of teaching and learning methods including lectures, assignments, case studies, group work, presentations, and readings.

Lectures (three hours)

Prerequisite(s): COMMERCE 2KA3 or IBH 2AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 3MA3 - Marketing Research

3 unit(s)

This course covers the effective obtaining, communicating and using of competitive and market intelligence. Students work in groups with a company or public organization and receive training and experience in making business presentations.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): COMMERCE ~~1MA3 (or 2MA3)~~ or IBH 2AA3; COMMERCE 1DA3 ~~(or 2QA3)~~ or IBH 2AD3; ~~and registration in any Honours Bachelor of Commerce or Engineering and Management program; or COMMERCE 1MA3~~

~~(or 2MA3) (or IBH 2AA3) and one of STATS 2MB3, 3J04, 3N03 or STATS 3Y03 and registration in any Engineering and Management program or the Minor in Innovation; ; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~

COMMERCE 3MB3 - Consumer Behaviour

3 unit(s)

This course examines why people buy, ways of satisfying consumer needs more effectively and the creation of communications that will influence consumers.

Lectures (3 hours)

Prerequisite(s): COMMERCE 1MA3 (or 2MA3) or IBH 2AA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 3MC3 - Applied Marketing Management

3 unit(s)

Builds upon material in COMMERCE 2MA3 but is more applied in nature and covers the 4 P's in greater depth. It also has a heavier industrial and service sector component, and relies more on practical, real world cases. A major field project (student teams working with companies) is a critical part of the course.

Lectures (three hours)

Prerequisite(s): COMMERCE 1MA3 (or 2MA3) ~~or IBH 2AA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~and registration in any Honours Bachelor of Commerce, Engineering and Management or four or five level non-Commerce program, or the Minor in Innovation~~

Antirequisite(s): IBH 3AB3

COMMERCE 3MD3 - Introduction to Contemporary Applied Marketing

3 unit(s)

This course will introduce students to key marketing principles and concepts and explore their practical applications in business situations. Case studies are used to give practice in analyzing opportunities, solving marketing issues, and preparing implementation plans. This course is taught through a combination of lectures, case discussions, readings, assignments and a field project.

Lectures (three hours)

Prerequisite(s): Registration in Level III or above ~~or the Minor in Innovation; or relevant minor (see Note 5).~~

Antirequisite(s): COMMERCE 2MA3, 3MC3, IBH 2AA3. Not open to students registered in any Commerce, or Engineering & Management program.

COMMERCE 3QA3 - Management Science for Business

3 unit(s)

This course is a study of analytical approaches that assist managerial decision-making; it provides coverage of decision theory and an introduction to optimization methods, computer simulation and the general approach of management science.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): COMMERCE 2QA3 or IBH 2AD3; and registration in any ~~Honours~~ Bachelor of Commerce program; or one of ELECENG 3TQ3, 3TQ4, STATS 2MB3, 3J04, 3N03, 3Y03, ENGPYHS 3W04 (or 3W04 A/B) and registration in any Engineering and Management program

COMMERCE 3S03 - Management Skills Development

3 unit(s)

The purpose of this course is to provide the necessary cognitive and behavioural skills that students need to develop themselves as competent managers through the acquisition and practice of personal, interpersonal, and group skills.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 ~~or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~

Antirequisite(s): IBH 3AA3

COMMERCE 4AA3 - Managerial Accounting II

3 unit(s)

A consideration of advanced topics in management planning and control including cost behaviour determination, production planning, innovation in costing, cost allocations, variance analysis and performance evaluation for responsibility centres.

Lectures (three hours)

Prerequisite(s): COMMERCE 2AB3 or IBH 2BA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4AC3 - Advanced Financial Accounting

3 unit(s)

An advanced accounting course considering specific problems of accounting for the corporate entity, such as, business combinations, intercorporate investments, consolidated financial statements, accounting for foreign operations and foreign currency transactions, segment reporting.

Lectures (three hours)

Prerequisite(s): COMMERCE 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program~~

COMMERCE 4AD3 - Introduction to Auditing

3 unit(s)

An examination of the attest function in accounting including ethical, legal, and statutory influences in the development of auditing standards. Control structure and audit evidence will be examined.

Lectures (three hours)

Prerequisite(s): COMMERCE 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4AF3 - Accounting Theory

3 unit(s)

A review of accounting theory as a background for applying underlying concepts to current accounting problems. The course emphasizes current literature.

Lectures (three hours)

Prerequisite(s): COMMERCE 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4AK3 - Accounting Information for Decision Making

3 unit(s)

This course covers the basic principles in financial and managerial accounting as well as the use of accounting information in decision making. In the financial accounting part of the course, the course covers the conceptual framework of accounting, Generally Accepted Accounting Principles, financial statements, and financial statement analysis. In the managerial accounting part of the course, the course covers cost behaviour, cost-volume profit relationships, budgeting, and the use of cost information in decision making.

Lectures (three hours)

Prerequisite(s): ~~Registration in Level III or above of a non-Commerce program or the Minor in Innovation~~

Antirequisite(s): COMMERCE 1AA3, 2AB3, IBH 1AA3, IBH 2BA3

Not open to students registered in any Commerce, or Engineering and Management program.

Additional Rationale: This is a general interest class and is open to students from all Faculties, except Commerce and Engineering and Management who take the antireqs for this course as part of their requirements.

COMMERCE 4BB3 - Recruitment and Selection

3 unit(s)

This course exposes students to staffing issues in the Canadian context. Topics include job analysis, methods of

recruitment and selection, human rights legislation and decision making strategies.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program or the Minor in Innovation~~

COMMERCE 4BC3 - Collective Bargaining

3 unit(s)

A survey of the nature, determinants, and impact of collective bargaining in Canada. Both the procedural and substantive aspects of collective bargaining will be studied.

Lectures (three hours)

Prerequisite(s): One of COMMERCE 2BC3, IBH 2AC3, or LABRST 2A03; and registration in any Bachelor of Commerce, Labour Studies or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Labour Studies or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4BD3 - Settlement of Industrial Disputes

3 unit(s)

The nature and the role of industrial conflict as well as the techniques which have been developed to control the incidence of conflict in union-management situations.

Lectures (three hours)

Prerequisite(s): One of COMMERCE 2BC3, IBH 2AC3, or LABRST 2A03; and registration in any Bachelor of Commerce, Labour Studies or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Labour Studies or Engineering and Management program or Level IV of the Commerce program.~~ COMMERCE 4BC3 is recommended.

COMMERCE 4BE3 - Strategic Compensation/Reward Systems

3 unit(s)

Key issues in designing effective pay systems are discussed. Topics include: job evaluation, market pay surveys, pay structures, performance incentives, knowledge pay and employee benefits.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in any Honours Bachelor of Commerce or Engineering and Management program.~~

COMMERCE 4BF3 - Labour Law and Policy

3 unit(s)

An analysis of the concepts and fundamentals of Canadian labour law and analysis of Canadian labour policy.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

Cross-list(s): LABRST 3C03

This course is administered by Labour Studies.

COMMERCE 4BG3 - Public Sector Collective Bargaining

3 unit(s)

This course examines unionization and collective bargaining for employees in the public sector. Topics include: bargaining issues, bargaining outcomes and impasse resolution.

Prerequisite(s): COMMERCE 2BC3 or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and Registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~ COMMERCE 4BC3 is also recommended.

Cross-list(s): LABRST 4C03

COMMERCE 4BI3 - Training and Development

3 unit(s)

This course provides a framework for establishing, revising and examining training programs in organizations. Topics include: needs assessment, development of training objectives, planning and delivery of instruction, learning principles and evaluation of training.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4BK3 - The Management of Technology

3 unit(s)

An introduction to the innovative management of technology including the integration of the firm and technology strategy, external sourcing of technology and the internationalization of technology management.

Lectures (three hours)

Prerequisite(s): COMMERCE 1BA3 or IBH 1BA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program or Level IV of the Commerce program, or the Minor in Innovation~~

COMMERCE 4BL3 - Occupational Health and Safety Management

3 unit(s)

This course enhances students' knowledge on managing occupational health and safety, teaches research skills, and assists students in developing strategies for creating healthy workplaces.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4BM3 - Strategic Human Resource Planning

3 unit(s)

This course provides an understanding of the essential elements of Human Resource Planning processes in organizations. Students will acquire knowledge in analyzing, assessing and programming for human resource requirements of the organizational business plans and strategies.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 or IBH 2AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4BN3 - Leadership Development

3 unit(s)

This highly participative learning portfolio-based course on Leadership focuses on the potential for personal and professional growth of the student. The course provides an initial understanding of the fundamentals and theories of leadership, and then moves to an appreciation of students own leadership styles, behaviors, and experiences as well as an understanding of other individuals leadership styles, behaviors, and experiences. A major objective of the course is to encourage the student to become more reflective and self-aware.

Lectures (three hours)

Prerequisite(s): COMMERCE 1BA3 or IBH 1BA3; COMMERCE 2BC3 or IBH 2AC3; COMMERCE 3S03 or IBH 3AA3; and registration in Level IV or above in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~registration in Level IV or above of an Honours Bachelor of Commerce or Engineering & Management program, or the Minor in Innovation~~

Additional Rationale: Redundant pre-requisite, students need to take all of the classes being removed in order to take Commerce 3S03 or IBH 3AA3.

COMMERCE 4BP3 - Principles of Leadership

3 unit(s)

This course reviews the key concepts, approaches, models and theories of leadership. It develops students understanding of major elements of leadership research and will equip students to critically evaluate the popular writing on leadership and consider their own leadership potential and how to develop it. Fundamental leadership skills will be introduced with opportunities for student self-diagnosis.

Lectures (three hours)

Prerequisite(s): ~~COMMERCE 1BA3 or IBH 1BA3; COMMERCE 2BC3 or IBH 2AC3; COMMERCE 3S03 or IBH 3AA3; and registration in Level IV or above in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~

Additional Rationale: Redundant pre-requisite, students need to take all of the classes being removed in order to take Commerce 3S03 or IBH 3AA3.

COMMERCE 4BX3 - Special Topics in Human Resource Management

3 unit(s)

Various topics in Human Resource Management are considered. They will vary depending upon recent developments in the field and upon the research interests of the instructor. The topics to be included are announced at the time of course offering. For information on course offerings, please refer to the School of Business website at <http://ug.degroote.mcmaster.ca/course-outlines/> or contact the Student Experience Academic Office, DSB 112.

Lectures (three hours)

Prerequisite(s): ~~COMMERCE 1BA3 or IBH 1BA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program.~~

COMMERCE 4CA3 - Managing and Promoting Health and Healthcare Services

3 unit(s)

This course provides coverage through a health lens of Social Marketing, Strategy, Segmentation and Targeting, Consumer Behaviour, Marketing Research and Ethical Issues, the "4Ps" and Controlling/Monitoring.

Prerequisite(s): ~~COMMERCE 3MC3 or IBH 3AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~and registration in Level III or above in any four or five level program~~

COMMERCE 4EL3 - Experiential Learning in Business

3 unit(s)

This course is defined as a structured experiential learning based project that a student undertakes under the supervision of a faculty member, with the authorization of the Associate Dean (Academic), from the DeGroote School of Business. It may be completed as a team activity or as an independent project / leadership activity. The focus is on developing managerial decision making, project management, resource management and leadership skills in preparation for a career in business.

Prerequisite(s): ~~Registration in Level III or above in any Bachelor of Commerce or Engineering and Management program. Registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program. Project forms are available from DSB 112.~~

Antirequisite(s): ~~COMMERCE 4EL3 (regardless of topic)~~

Project proposal forms are available online and must be completed by the student and signed by the Supervisor and Associate Dean – Academic prior to enrolment.

COMMERCE 4FA3 - Applied Corporate Finance

3 unit(s)

This course examines the application of financial theory to a variety of problems in corporate finance. The appropriate use of valuation principles and techniques, and the design of corporate strategies intended to create shareholder wealth, are considered.

Lectures (three hours)

Prerequisite(s): ~~COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~

COMMERCE 4FB3 - Valuation for Finance Professionals

3 unit(s)

The goal of the course is to build students' skills and confidence in answering the question: 'What is a company worth?' Through the use of case analysis (supplemented with lecture-based background material), we will examine the drivers of corporate value, traditional and alternative valuation models and approaches, and various valuation situations (IPO valuation, private equity and LBO valuation, valuation of high-growth and mature firms, among others).

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program; or Minor in Finance~~

COMMERCE 4FC3 - Ethics and Professional Practice in Finance

3 unit(s)

This course introduces students to the practices and codes of conduct involved in the finance function. The course covers ethical issues and the roles of the corporate financial manager, other stakeholders and other participants in the investment industry. The emphasis of the course will be on readings, rules, and regulations from the CFA Institute. Cases and speakers will be employed to bring a real world perspective to the classroom.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program; or Minor in Finance~~

COMMERCE 4FD3 - Financial Institutions

3 unit(s)

This course examines, from a managerial perspective, the major types of financial institutions in Canada: chartered banks, trust companies, insurance companies, investment banks and other institutional investors.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management, Actuarial Financial Mathematics program, or relevant minor (see Note 5). ~~ and registration in Level III or above of an Honours Bachelor of Commerce, Engineering & Management, or Actuarial Financial Mathematics program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FE3 - Options and Futures

3 unit(s)

This course provides an integrated approach to understanding the relations between options, futures, and their underlying assets. The theory of pricing of options and futures and the application of the theory to instruments currently traded in financial markets are considered.

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program or HBI Program, or Level IV of the Commerce program.~~

COMMERCE 4FF3 - Portfolio Theory and Management

3 unit(s)

This course offers an advanced treatment of investment decision-making and the role of financial markets in pricing securities. Topics include: portfolio selection models, the institutional environment of investment decisions, and investment and asset pricing theory.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce, Engineering and Management, Actuarial Financial Mathematics program, or relevant minor (see Note 5). ~~registration in Level III or above of an Honours Bachelor of Commerce, Engineering & Management, or Actuarial Financial Mathematics program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FG3 - Financial Theory

3 unit(s)

This course explores the theoretical foundations of finance and their applications to corporate finance policy. Topics covered include rational investment decisions, asset pricing, efficient markets, financial decisions and the role of information in financial decision-making.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3 or ECON 2I03 and ECON 3G03; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or registration in Level IV of the Commerce program~~

COMMERCE 4FH3 - Mergers, Acquisitions and Corporate Control

3 unit(s)

This course examines the process by which mergers and other types of corporate control transactions take place, and the role of restructuring shifts in resource allocation by corporations.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in Level III or above of an Honours Commerce or Engineering & Management program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FJ3 - Fixed Income Analysis

3 unit(s)

This course provides an advanced treatment of investments in the field of fixed income analysis and focuses on fixed income securities, fixed income portfolio management and fixed income derivatives.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~ and registration in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FK3 - Financial Statement Analysis

3 unit(s)

This course provides a comprehensive and up-to-date treatment of the analysis of financial statements as an aid to decision making. The relationship between financial markets and financial statements is studied using computerized data sets on personal computers.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~ and registration in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FL3 - Personal Financial Management

3 unit(s)

The course covers various topics that are relevant to the financial decision making of individuals. These decisions include investment, retirement planning, debt and credit management, renting vs. buying a home, insurance and risk management and personal income tax planning and strategies.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3 or ECON 2I03; or IBH 2BB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program.~~

COMMERCE 4FM3 - Personal Financial Planning and Advising

3 unit(s)

Students will examine financial planning concepts by undertaking a major integrative project. This course is strongly

recommended for students working towards the CFP designation.

Lectures (three hours)

Prerequisite(s): COMMERCE 4FL3 or COMMERCE 4FP3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program.~~

COMMERCE 4FN3 - Financial Risk Management

3 unit(s)

This course provides a systematic and advanced treatment of financial risk management. It focuses on interest rate risk, market risk, liquidity risk, credit risk and operational risk. It is designed for students pursuing careers in operations management as well as finance and accounting.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce, Engineering and Management or Actuarial Financial Mathematics program or relevant minor (see Note 5). ~~ and registration in Level III or above of an Honours Bachelor of Commerce, Engineering & Management, or Actuarial Financial Mathematics program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FO3 - Small Business and Entrepreneurial Finance

3 unit(s)

This course is intended for students who wish to enhance their skills and knowledge in those areas of business that lead to successful entrepreneurship and/or small business management. The focus will be on those financial issues and decisions of particular concern to sole proprietors, partnerships, family-owned businesses and small non-public corporations.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3 ~~or~~ ECON 2I03; or IBH 2BB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program, or the Minor in Innovation~~

COMMERCE 4FP3 - Personal Finance

3 unit(s)

A major objective of the course is to provide students with the tools and skills needed to make sound financial decisions throughout their lives. Financial planning is the process of managing one's money to achieve personal economic satisfaction. This process involves setting realistic goals and organizing financial activities toward the achievement of the goals. It also depends on the control of financial affairs by avoiding excessive debt, building up wealth, and managing financial risk.

Lectures (three hours)

Antirequisite(s): COMMERCE 4FL3. Not open to students registered in any Commerce, or Engineering & Management program; or the Minor in Finance.

COMMERCE 4FQ3 - Working Capital Management

3 unit(s)

The course will apply the principles and concepts of financial theory to problems and decisions associated with short-term (working) capital and how it affects firm liquidity, default risk and shareholder wealth.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program; or Level IV of the Commerce program.~~

COMMERCE 4FR3 - Insurance and Risk Management

3 unit(s)

The course covers different types of insurance, including life, health and disability, home, property and automobile insurance. Risk management is a lifelong process that involves five steps: identification, evaluation, control, financing and monitoring.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3 or ECON 2I03; or IBH 2BB3; and registration in any Bachelor of Commerce, Engineering and Management or Actuarial and Financial Mathematics program or relevant minor (see Note 5). ~~and registration in Level III or above of an Honours Bachelor of Commerce, Engineering & Management, or Actuarial Financial Mathematics program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FS3 - Pension, Retirement and Estate Planning

3 unit(s)

The course examines financial needs at retirement including inflation and taxation. It also examines methods of accessing savings at retirement. Estate planning ensures that assets are distributed with the wishes of the testator and the needs of the beneficiaries.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3 or ECON 2I03; or IBH 2BB3; and registration in any Bachelor of Commerce, Engineering and Management or Actuarial Financial Mathematics program or relevant minor (see Note 5). ~~and registration in Level III or above of an Honours Bachelor of Commerce, Engineering & Management, or Actuarial Financial Mathematics program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FT3 - Real Estate Finance and Investment

3 unit(s)

Concepts and techniques introduced in the course include investing, financing, appraising, consulting, managing real estate portfolios, leasing, managing property, analyzing site locations and managing corporate real estate assets.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~ and registration in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FU3 - Behavioural Finance: The Psychology of Markets

3 unit(s)

An introduction to the emerging field of behavioural finance. Psychology and finance are integrated in studying how investors' emotions affect stock prices and markets.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~ and registration in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or registration in Level IV of the Commerce program.~~

COMMERCE 4FV3 - Venture Capital

3 unit(s)

This course focuses on financing and value creation strategies for early- and growth-stage companies. It is designed for students considering careers in financial services or as entrepreneurs.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~ and registration in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or registration in Level IV of the Commerce program or the Minor in Innovation~~

COMMERCE 4FW3 - Finance for Entrepreneurs

3 unit(s)

This course is intended for students who wish to enhance their skills and knowledge in those areas of business that lead to successful entrepreneurship and/or small business management. The focus will be on those financial issues and decisions of particular concern to sole proprietors, partnerships, family-owned businesses and small non-public corporations. This will include the financial aspects of the relationship between the firm and its owners.

Lectures (three hours)

Prerequisite(s): Students in a third or fourth year non-Commerce program or relevant minor (see Note 5). ~~—the Minor in Innovation~~

Antirequisite(s): COMMERCE 4FO3. Not open to students registered in any Commerce, or Engineering & Management program; or the Minor in Finance or Innovation

COMMERCE 4FX3 - Special Topics in Finance

3 unit(s)

Various topics in Finance are considered. They will vary depending upon recent developments in the field and upon the research interests of the instructor. The topics to be included are announced at the time of the course offering.

For information on course offerings, please refer to the School of Business web site at

<http://ug.degroote.mcmaster.ca/course-outlines/> or contact the Student Experience Academic Office, DSB 112.

Lectures (three hours)

Prerequisite(s): Announced at time of offering COMMERCE 4FX3 may be repeated, if on a different topic, to a total of six units.

COMMERCE 4FY3 - Introduction to FinTech

3 unit(s)

The course provides a broad overview of the financial technology (FinTech) industry. Specifically, it will cover; how financial services have evolved key players and their roles; existing products, how FinTech has evolved key players and their innovations; technologies underpinning FinTech innovations, major FinTech innovations and their impact on financial services, regulations governing the financial services industry and how to identify and analyze future trends/opportunities of FinTech.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).

COMMERCE 4FZ3 - Islamic Finance

3 unit(s)

With rapid globalization, the world economy is becoming increasingly integrated across countries and societies with divergent economic practices. Predominantly Islamic countries are becoming important suppliers and users of financial capital. In this course, students will gain an appreciation of common Islamic financial concepts (Murabaha, Musharaka, Istisna) instruments (Sukuk), relevant legal (Western and Islamic) jurisprudence, and regulatory and disclosure standards.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program, or the Minor in Finance.~~

COMMERCE 4IA0 - Internship Program: 12 Months Internship 1

0 unit(s)

~~Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience, obtain satisfactory employer evaluation(s) and submit a detailed work term report prior to their return to campus. All internship students will be enrolled in COMMERCE 4IA0 for the first three semesters of their internship position. Upon successful completion of the internship requirements, a notation including the name of the employer and dates of employment will be added to the student transcript.~~

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. All internship students will be enrolled in COMMERCE 4IA0 for the first term of their internship.

Prerequisite(s): COMMERCE 2IN0 (or 3IN0) and permission of the Manager of Student Experience - Career and Professional Development

~~This course will be evaluated on a pass/fail basis. This course will be evaluated as a complete/incomplete~~

Rationale: This course is being revised into the new Commerce 4IA0 – Internship 1 course

COMMERCE 4IB0 - Internship Program: 16 Months Internship 2

0 unit(s)

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience, obtain satisfactory employer evaluation(s) and submit a detailed work term report prior to their return to campus. All internship students will be enrolled in COMMERCE 4IA0 for the first three semesters of their internship. Students completing a sixteen-month internship will be enrolled in COMMERCE 4IB0 for their final semester. Upon successful completion of the internship requirements, a notation including the name of the employer and dates of employment will be added to the student transcript.

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. All internship students will be enrolled in COMMERCE 4IB0 for the second term of their internship.

Prerequisite(s): COMMERCE 2IN0, COMMERCE 4IA0 (or 3IN0) and permission of the Manager of Student Experience - Career and Professional Development

~~This course will be evaluated on a pass/fail basis. This course will be evaluated as a complete/incomplete~~

Rationale: This course is being revised into the new Commerce 4IB0 – Internship 2 course

COMMERCE 4KF3 - Project Management

3 unit(s)

Topics include: project selection, project organization structures, life cycles, planning, estimation, budgeting, resource allocation, contracting, project management software, reporting and controlling issues and conflict management.

Lectures and online (three hours)

Prerequisite(s): Registration in level III or above in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~Registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or Level IV of the Commerce program, or the Minor in Innovation~~

Antirequisite(s): COMMERCE 4QF3

Additional Rationale: Commerce 4QF3 has not been offered in past several years

COMMERCE 4KG3 - Data Mining For Business Analytics

3 unit(s)

Business Analytics (BA) is a technology-driven process for analysing data and presenting actionable information to help corporate executives, business managers and other end users make more informed business decisions. The course is designed for students in multiple business areas. Students will learn the concepts, techniques, and applications of data mining and business analytics through lectures, class discussions, hands-on assignments, and seminar presentations.

Lectures (three hours)

Prerequisite(s): COMMERCE 1DA3 (or 2QA3) or IBH 2AD3 (or equivalent); and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and enrollment in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or enrollment in Level IV of the Commerce program; or instructor permission.~~

COMMERCE 4KH3 - Strategies for Electronic and Mobile Business

3 unit(s)

This course covers the strategic issues that the modern business manager must deal with in making strategic decisions concerning the choice, implementation and execution of electronic and mobile business solutions for start-ups and established enterprises.

Lectures (three hours)

Prerequisite(s): COMMERCE 2KA3 or IBH 2AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program, or the Minor in Innovation; or Level IV of the Commerce program~~

COMMERCE 4KI3 - Business Process Management

3 unit(s)

This course enables students to learn about the methodologies used in business process management and related information technologies in support of process innovation. These techniques are learned through hands-on practice with SAP Business One (B1) software and simulation targeted to small and medium sized enterprises.

Lectures (three hours)

Prerequisite(s): COMMERCE 2KA3 or IBH 2AB3; ~~or instructors approval; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5) or instructors approval; and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program, or the Minor in Innovation; or Level IV of the Commerce program~~

COMMERCE 4KX3 - Special Topics in Information Systems

3 unit(s)

Various topics in information systems are considered. They will vary depending upon recent developments in the field and upon the research interests of the instructor. The topics to be included are announced at the time of course offering.

For information on course offerings, please refer to the School of Business web site at

<http://ug.degroote.mcmaster.ca/course-outlines/> or contact the Academic Programs Office, DSB 112.

Prerequisite(s): COMMERCE 2KA3 or IBH 2AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program; or Level IV of the Commerce program.~~

Commerce program COMMERCE 4KX3 may be repeated, if on a different topic, to a total of six units.

COMMERCE 4MA3 - Advertising and Integrated Marketing Communication

3 unit(s)

The course introduces learners to the strategic role of advertising and its various forms print, radio, television, social, experiential, events, viral and consumer generated content in effective marketing. Students understand how to develop communications objectives, formulate a creative strategy, compare and select various forms of media to deliver on brand goals. It offers opportunity to practice the process of analyzing an opportunity, formulating strategy, developing creative and implementing an IMC plan.

Lectures (three hours)

Prerequisite(s): COMMERCE 1MA3 (or 2MA3) ~~and~~ or IBH 2AA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~Enrollment in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program; or enrollment in Level IV of the Commerce program.~~

COMMERCE 4MC3 - New Product Marketing

3 unit(s)

This course covers the management of new products from the idea stage through to product launch with a strong practical orientation. A field project is a major component of the course.

Lectures (three hours)

Prerequisite(s): COMMERCE 3MC3 or IBH 3AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~registration in any Honours Bachelor of Commerce or Engineering and Management program, or the Minor in Innovation; or Level IV of the Commerce program.~~

COMMERCE 4MD3 - Business Marketing

3 unit(s)

An overview of business marketing including: derived demand, vendor analysis, the multiple buying unit, value analysis, competitive bidding, industrial design, key accounts, and trade shows.

Lectures (three hours)

Prerequisite(s): COMMERCE 3MC3 or IBH 3AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program; or Level IV of the Commerce program.~~

COMMERCE 4ME3 - Sales Management

3 unit(s)

Cases, presentations, field work, library research, role playing and group exercises help to understand customers, the

selling process, sales presentations, negotiation, legal and ethical responsibilities, self and team management.

Lectures (three hours)

Prerequisite(s): COMMERCE 1MA3 (or 2MA3) ~~& or IBH 2AA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~enrollment in Level III or above of an Honours Bachelor of Commerce or Engineering & Management program, or the Minor in Innovation; or enrollment in Level IV of the Commerce program.~~

Antirequisite(s): Not open to students with credit or registration in COMMERCE 4MX3, if the topic was Sales Management.

COMMERCE 4MF3 - Retailing Management

3 unit(s)

This course will familiarize students with key managerial and policy issues involved in the design, implementation and assessment of the retail mix. It will cover several areas relating to the institution of retailing, elements of the retail environment; and retail strategies.

Lectures (three hours)

Prerequisite(s): COMMERCE 3MC3 or IBH 3AB3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program; or Level IV of the Commerce program~~

COMMERCE 4MG3 - Strategic Philanthropy and Leadership

3 unit(s)

In this course you will learn about the philanthropic sector in Canada through the hands-on process of granting over \$10,000 to a local charity(s). Seeded by a \$10,000 gift from the Learning by Giving Foundation, this course is designed to explore core aspects of the philanthropic and charitable sector. No previous experience with not-for-profit organizations is required. The purpose of this course is to introduce you to leadership practices in this sector and enhance your future capacity and expertise to make good investments for social, economic and environmental change through the charitable sector, either personally or as a member of a corporate social responsibility team.

Lectures (three hours)

Prerequisite(s): Registration in Level III or above in any four or five year program; or Instructor permission.

COMMERCE 4MH3 - Electronic Marketing

3 unit(s)

The purpose of this course is to explore cutting edge marketing strategies in a dynamic e-commerce environment. Students will cover a wide range of issues including online consumer behaviours, website analytics, search engine marketing, online CRM, online channel and pricing strategies, social media marketing, and mobile marketing. This course is taught primarily through the case method and lectures but also includes readings, videos, workshops, guest speakers and assignments.

Lectures (three hours)

Prerequisite(s): COMMERCE 1MA3 (or 2MA3) ~~& or IBH 2AA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~registration in level III or above in any Honours Bachelor of Commerce, Engineering and Management program or HBI Program; or Level IV of the Commerce program.~~

COMMERCE 4MI3 - Marketing Analytics

3 unit(s)

Marketing departments are increasingly utilizing data routinely collected by their organizations to improve marketing decision making and more effectively allocate resources. This course will familiarize students with tools necessary for converting raw data into valuable consumer insights. The course offers a hands-on, practical approach, giving students the opportunity to become familiar with data analysis software. The course will emphasize both inference and prediction and highlight the trade-offs associated with different marketing analytics methods.

Prerequisite(s): COMMERCE 3MA3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program~~

COMMERCE 4OB3 - Analysis of Production/Operations Problems

3 unit(s)

An examination of analytical approaches to problems in the field of production/operations. The course will provide in-depth coverage of a limited number of topics. Enterprise resource planning system SAP is used to highlight some of the concepts covered in this course. This course is used towards SAP Certification in Business Integration.

Lectures (three hours)

Prerequisite(s): One of COMMERCE 2OC3, COMMERCE 4QA3, MECHENG 4C03, or IBH 3BE3 (or 2BC3); and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, or Engineering and Management program; or Level IV of the Commerce program~~

COMMERCE 4OD3 - Purchasing and Supply Management

3 unit(s)

Students will gain skills that are necessary to manage purchasing operations in the private and public sectors. Topics include: purchasing policies, procedures, supplier selection, order management (including quality, quantity, delivery and price decisions), spend analytics, negotiation and contract management, outsourcing, international procurement and sustainability issues. Relevant procurement components of SAPs enterprise resource planning system will be demonstrated. This course can be used towards SAP Certification in Business Integration.

Lectures (three hours), tutorial (one hour)

Prerequisite(s): One of COMMERCE 2OC3, COMMERCE 4QA3, or IBH 3BE3 (or 2BC3); and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, or Engineering and Management program; or Level IV of the Commerce program~~

COMMERCE 4OI3 - Supply Chain Management

3 unit(s)

Supply chain, the network of materials, information and money, has become a key dimension in business competition. In this course, we will present the basic concepts and techniques in supply chain management using an integrated approach. We will also discuss the key drivers in supply chain management, and learn the success and failure stories of supply chain management. Enterprise resource planning system SAP is used to highlight some of the concepts covered in the course. This course is used towards SAP Certification in Business Integration.

Lectures (three hours)

Prerequisite(s): One of COMMERCE 2OC3, 4QA3, or IBH 3BE3 (or 2BC3); and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in level III or above in any Honours Bachelor of Commerce, or Engineering and Management program; or Level IV of the Commerce program~~

Antirequisite(s): COMMERCE 4QI3 or 4QX3 (if taken in Winter terms 2011, 2012, or 2013)

COMMERCE 4OT3 - Transportation and Warehousing Management

3 unit(s)

Transportation and warehousing play a critical role in the supply chain and the economy. They are a key enablers for customer-oriented strategies such as same-day or overnight deliveries. This course will help students understand the strategic role of transportation and logistics. The course covers concepts such as transportation costing and pricing; warehouse equipment and operations; warehouse layout; order processing; and transportation network design and optimization. The course will also use SAP.

Lectures (three hours)

Prerequisite(s): COMMERCE 2DA3 (or 3QA3); and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~and registration in Level III or above in any Honours Bachelor of Commerce or Engineering and Management program; or Level IV of the Commerce program~~

COMMERCE 4PA3 - Business Policy: Strategic Management

3 unit(s)

As the capstone to the program, this case course is designed to unify the student's learning experience by exploring the formulation and implementation of corporate strategy.

Lectures (three hours)

Prerequisite(s): COMMERCE 3MC3 or IBH 3AB3; and registration in Level IV of any Bachelor of Commerce or Level V Engineering and Management program or relevant minor (see Note 5). ~~and registration in Level IV of an Honours Bachelor of program or Level V of an Engineering and Management program, or the Minor in Innovation~~

COMMERCE 4QA3 - Operations Modelling and Analysis

3 unit(s)

A course that looks at productions and operations management as practiced in engineering and manufacturing industries and the services sector.

Lectures (three hours)

Prerequisite(s): One of STATS 2MA3, 3J04, 3N03, 3Y03, MATLS 3J03, ENGPYHS 3W04 A/B, COMMERCE 2QA3, IBH 2AD3 or equivalent, and registration in any Engineering and Management, or Mechanical Engineering program; or registration in Level IV or V of any Engineering Physics program

Antirequisite(s): COMMERCE 2OC3, IBH 2BC3, 3BE3

COMMERCE 4DA3 4QC3 – Modelling and Analytics Using Excel

3 unit(s)

This course will enable students to gain familiarity with analytics, and then develop a comprehensive understanding of prescriptive analytics. They will develop the ability to logically model managerial problems drawn from various functional areas in MS Excel (and in some instances mathematically). Students will use Excel add-in functions (and other software as needed) to solve the posed problems, and analyze them to develop useful managerial insights.

Lectures (three hours)

Prerequisite(s): COMMERCE 2DA3 (or 3QA3) or 4QA3; and registration in any Honours Bachelor of Commerce or Engineering and Management program; ~~or COMMERCE 4QA3 and registration in any Engineering and Management program.~~

Engineering and Management students may take COMMERCE 4QC3 concurrently with COMMERCE 4QA3 with permission of the instructor.

Additional Rationale: Name change to reflect progression in Data Analytics courses

COMMERCE 4QX3 - Special Topics in Operations Management

3 unit(s)

Various topics in operations management are considered. They will vary depending upon recent developments in the field and upon the research interests of the instructor. The topics to be included are announced at the time of course offering. For information on course offerings, please refer to the School of Business website at

<http://ug.degroote.mcmaster.ca/course-outlines/> or contact the Academic Programs Office, DSB 112.

Lectures (three hours)

Prerequisite(s): COMMERCE 2OC3 or IBH 3BE3 (or 2BC3) ~~or 4QA3~~; registration in any Honours Bachelor of Commerce Program or ~~Level IV of the Commerce program or COMMERCE 4QA3 and registration in any Engineering & Management program.~~

COMMERCE 4SA3 - International Business

3 unit(s)

The key features of, and trends in, the global business environment. The implications of cultural and political differences. Comparative operational practices and multinational management.

Lectures (three hours)

Prerequisite(s): COMMERCE 3MC3 or IBH 3AB3; and registration in Level IV of any Bachelor of Commerce or Level V of any Engineering and Management program or with instructor permission or relevant minor (see Note 5). ~~and registration in Level IV of an Honours Bachelor of Commerce program or the Minor in Innovation or Level V of any Engineering and Management program or with instructor permission~~

COMMERCE 4SB3 - Introduction to Canadian Taxation

3 unit(s)

The principles of Canadian federal income taxation are examined in detail, emphasizing the application of both statute and common law to individuals' and businesses' situations.

Lectures (three hours)

Prerequisite(s): Credit or registration in COMMERCE 3AB3; and registration in any Bachelor of Commerce or

Engineering and Management program or relevant minor (see Note 5). ~~and registration in any Honours Bachelor of Commerce or Engineering and Management program~~

COMMERCE 4SC3 - Advanced Canadian Taxation

3 unit(s)

This course continues the study of Canadian federal income taxation with an in-depth coverage of selected provisions of the Income Tax Act pertaining to business activities, particularly the activities of corporations.

Lectures (three hours)

Prerequisite(s): COMMERCE 4SB3; ~~and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~and registration in any Honours Bachelor of Commerce or Engineering and Management program.~~

COMMERCE 4SD3 - Commercial Law

3 unit(s)

This course emphasizes those areas of law which are most relevant to business activity. Particular attention is given to the law relating to contracts and business organizations. Other areas of study include: sources of law, the judicial process, real and personal property, torts, agency, credit and negotiable instruments.

Lectures (three hours)

Prerequisite(s): Registration in Level III or above and in any Bachelor of Commerce or Engineering and Management program or Level IV of the Justice, Political Philosophy, and Law Program ~~or relevant minor (see Note 5).~~ ~~or the Minor in Innovation.~~

COMMERCE 4SE3 - Entrepreneurship

3 unit(s)

The problems and experiences encountered in starting and developing new enterprises will be studied. A cornerstone of the course is the development of a detailed business plan for a local entrepreneur.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) ~~or IBH 3AC3;~~ and COMMERCE 3MA3, COMMERCE 3MC3, or IBH 3AB3; ~~and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).~~ ~~and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program, or the Minor in Innovation~~

COMMERCE 4SG3 - Sustainability: Corporations and Society

3 unit(s)

The goal of this course is to familiarize students with a variety of sustainability related concepts including the triple bottom line, resilience, stakeholder engagement, the tragedy of the commons, sustainability and technology, and sustainable business models. Using cases, simulations, guest speakers, a group project and reflection, students will sharpen their ability to critically analyze and debate complex and systemic issues from an informed position. Students will emerge from this course understanding both the challenges and opportunities inherent in sustainability.

Lectures (three hours)

Prerequisite(s): Registration in Level III or IV of a four or five year program or instructor permission

COMMERCE 4SH3 - Case Analysis and Presentation Skills

3 unit(s)

Students will work in teams to solve cases describing real-world problems. This hands-on course will develop student's skills in terms of presentation, communication, as well as team and time management.

NOTE: Students should keep the morning prior to the course free in their schedule for weekly case preparation.

Lectures (three hours)

Prerequisite(s): ~~COMMERCE 3MC3 or IBH 3AB3; or instructor permission~~ Registration in Level IV or above in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).

Additional Rationale: Aligning prereqs

COMMERCE 4SX3 - Special Topics in Strategic Management

3 unit(s)

Various topics in business are considered. They will vary depending upon recent developments in the field and upon the

interests of the instructor. The topics to be included are announced at the time of the course offering.

Lectures (three hours)

Prerequisite(s): Registration in level III or above in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5). ~~Registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program or permission of the instructor~~

COMMERCE 4SY3 - Independent Study in Business

3 unit(s)

Faculty supervised research project. A supervising faculty member from the DeGroote School of Business must be arranged, and authorization of the Associate Dean (Academic) secured, in the term preceding the term of study.

Lectures (three hours)

Prerequisite(s): To be determined by the supervising faculty member and registration in level III or above in any ~~Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program.~~ ~~Project forms are available from DSB 112.~~

Antirequisite(s): COMMERCE 4SY3 (regardless of topic)

Project proposal forms are available online and must be completed by the student and signed by the Supervisor and Associate Dean – Academic prior to enrolment.

APPENDICES



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

**DeGroote School of Business
McMaster University**

1. All sections of this form must be completed.

2. This form must be completed for all course changes.
3. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: **Cynthia Bishop**

Extension: x **23964**

4. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
- ☐ Marketing
- ☐ Health Policy and Management
- ☐ Accounting and Financial Management Services
- ☐ Finance and Business Economics
- ☐ Human Resources and Management
- ☐ Information Systems
- ☐ Operations Management
- ☒ Joint Areas (please specify):

Proposed Course Details:

Course Title: Internship 1

Instructor(s): TBD

Prerequisite(s): [COMMERCE 2IN0](#) and permission of the Manager of Student Experience - Career and Professional Development

Course Code: COMMERCE

4IA0

Credit Value: **0 units**

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

Aligning with new curriculum.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

COMMERCE 4IA0 - Internship 1

0 unit(s)

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. All internship students will be enrolled in COMMERCE 4IA0 for the first term of their internship.

Prerequisite(s): [COMMERCE 2IN0](#) and permission of the Manager of Student Experience - Career and Professional Development

This course will be evaluated as a complete/incomplete

Statement of purpose (How does the course fit into the Faculty's programme?):

The Honours Bachelor of Commerce with Internship, B.Com. (Honours), requires the completion of 120 units, including specific courses from each level of the program and successful completion of an approved 12-16 month full-time internship. Enrolment in this program is limited and occurs following Level II. The internship is designed to provide students with an opportunity to engage in a career-oriented work experience with one host employer, following their third year of study, for a period of 12 - 16 months. Students compete for opportunities with participating employers through multiple recruitment cycles facilitated by Career & Professional Development office.

Expected class size (please provide context if below standard class-size: TBD

Method of presentation of course material:

TBD

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):

TBD

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? **x** not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. **x** not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? **x** not intended for students outside the faculty

A **draft course outline** is attached to this form. ☐ Yes it is included. TBD



**RECOMMENDATION FOR CHANGE IN
UNDERGRADUATE CURRICULUM FOR 2020-2021
New Course Proposal**

**DeGroote School of Business
McMaster University**

5. All sections of this form must be completed.
6. This form must be completed for all course changes.
7. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: **Cynthia Bishop**

Extension: x 23964

8. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☒ Joint Areas (please specify):

Proposed Course Details:

Course Title: Internship 2	Course Code: COMMERCE
Instructor(s): TBD	4IB0
Prerequisite(s): COMMERCE 2IN0 , Commerce 4IA0 and permission of the Manager of Student Experience - Career and Professional Development	Credit Value: 0 units

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

Aligning with new curriculum.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

COMMERCE 4IB0 - Internship 2

0 unit(s)

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. All internship students will be enrolled in COMMERCE 4IB0 for the second term of their internship.

Prerequisite(s): [COMMERCE 2IN0](#), Commerce 4IA0 and permission of the Manager of Student Experience - Career and Professional Development

This course will be evaluated as a complete/incomplete

Statement of purpose (How does the course fit into the Faculty's programme?):

The Honours Bachelor of Commerce with Internship, B.Com. (Honours), requires the completion of 120 units, including specific courses from each level of the program and successful completion of an approved 12-16 month full-

time internship. Enrolment in this program is limited and occurs following Level II. The internship is designed to provide students with an opportunity to engage in a career-oriented work experience with one host employer, following their third year of study, for a period of 12 - 16 months. Students compete for opportunities with participating employers through multiple recruitment cycles facilitated by Career & Professional Development office.

Expected class size (please provide context if below standard class-size: TBD

Method of presentation of course material:
TBD

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):
TBD

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? **x** not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. **x** not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? **x** not intended for students outside the faculty

A **draft course outline** is attached to this form. ☐ Yes it is included. TBD



**RECOMMENDATION FOR CHANGE IN
UNDERGRADUATE CURRICULUM FOR 2020-2021
New Course Proposal**

**DeGroote School of Business
McMaster University**

9. All sections of this form must be completed.
10. This form must be completed for all course changes.
11. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: **Cynthia Bishop**

Extension: x **23964**

12. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☒ Joint Areas (please specify):

Proposed Course Details:

Course Title: Internship 3
Instructor(s): TBD
Prerequisite(s): [COMMERCE 2IN0](#), 4IA0, 4IB0 and permission of the Manager of Student Experience - Career and Professional Development
This course will be evaluated as a complete/incomplete.

Course Code: COMMERCE
4IC0
Credit Value: **0 units**

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

Aligning with new curriculum.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

COMMERCE 4IC0 - Internship 3

0 unit(s)

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. Students completing a 16-month internship will be enrolled in COMMERCE 4IC0 for the third term of their internship.

Prerequisite(s): [COMMERCE 2IN0](#), 4IA0, 4IB0 and permission of the Manager of Student Experience - Career and Professional Development
This course will be evaluated as a complete/incomplete.

Statement of purpose (How does the course fit into the Faculty's programme?):

The Honours Bachelor of Commerce with Internship, B.Com. (Honours), requires the completion of 120 units, including specific courses from each level of the program and successful completion of an approved 12-16 month full-time internship. Enrolment in this program is limited and occurs following Level II. The internship is designed to provide students with an opportunity to engage in a career-oriented work experience with one host employer, following their third year of study, for a period of 12 - 16 months. Students compete for opportunities with participating employers through multiple recruitment cycles facilitated by Career & Professional Development office.

Expected class size (please provide context if below standard class-size: TBD

Method of presentation of course material:
TBD

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):
TBD

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? **x** not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. **x** not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? **x** not intended for students outside the faculty

A **draft course outline** is attached to this form. ☐ Yes it is included. TBD



**RECOMMENDATION FOR CHANGE IN
UNDERGRADUATE CURRICULUM FOR 2020-2021
New Course Proposal**

**DeGroote School of Business
McMaster University**

13. All sections of this form must be completed.
14. This form must be completed for all course changes.
15. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: **Cynthia Bishop**
Extension: **x 23964**

16. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☒ Joint Areas (please specify):

Proposed Course Details:

Course Title: Internship Final Term
Instructor(s): TBD
Prerequisite(s): [COMMERCE 2IN0](#), 4IA0, 4IB0 and permission of the Manager of Student Experience - Career and Professional Development

Course Code: COMMERCE
4ID0
Credit Value: **0 units**

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

Aligning with new curriculum.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

COMMERCE 4ID0 – Internship Final Term

0 unit(s)

Full-time paid employment in an approved internship providing students with work experience related to their academic curriculum. After securing an internship position, students must successfully complete a minimum twelve months of experience as per the details outlined within their letter of offer, obtain satisfactory employer evaluation(s) and receive a passing grade on the work term report. All internship students will be enrolled in COMMERCE 4ID0 for their final term of their internship.

Prerequisite(s): [COMMERCE 2IN0](#), 4IA0, 4IB0 and permission of the Manager of Student Experience - Career and Professional Development
This course will be evaluated on a pass/fail basis.

Statement of purpose (How does the course fit into the Faculty's programme?):

Sequence for Level 4:

Spring/Summer	Fall	Winter	Spring/Summer
---------------	------	--------	---------------

4IA0	4IB0	4IC0	4ID0	16 - month
4IA0	4IB0	4ID0		12-month beginning spring term
	4IA0	4IB0	4ID0	12-month beginning fall term

Expected class size (please provide context if below standard class-size: TBD

Method of presentation of course material:
TBD

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):
TBD

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? **x** not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. **X** not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? **X** not intended for students outside the faculty

A **draft course outline** is attached to this form. ☐ Yes it is included. TBD



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

**DeGroote School of Business
McMaster University**

17. All sections of this form must be completed.
18. This form must be completed for all course changes.
19. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: Instructor: Behrouz Bakhtiari, Chair: Elkafi Hassini
Extension: x 23998

20. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☒ Operations Management
☐ Joint Areas (please specify):

Proposed Course Details:

Course Title: **Applied Statistics for Business**
Instructor(s): **Behrouz Bakhtiari**
Prerequisites:

Course Code: **1DA3**
Credit Value: **3**

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

The course is being moved to the first year with some modifications to include foundational topics for students who may not have taken data management in high school as well take an analytics focus to prepare students for subsequent business analytics courses. The old course title and number is “Applied Statistics for Business”, Commerce 2QA3. The new course title and number is “Business Data Analytics”, Commerce 1DA3.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

The main emphasis will be on the applications of statistical data analysis in business. Students learn different aspects of working with and making sense of data and learn how to use data to provide insight into different business problems. Some examples include the application of visualization, probabilities, confidence intervals, hypothesis testing, simple and multiple regressions, etc. Application of data analysis techniques in business problems will be introduced and practiced using software (through a course project).

Statement of purpose (How does the course fit into the Faculty’s programme?):

The course is an introduction to statistics and data analysis for Commerce students. The old course (Commerce 2QA3) is being moved to the first-level curriculum. It will be the first course in a stream of data analytics courses.

Expected class size (please provide context if below standard class-size:

This will be a mandatory first-level course.

Method of presentation of course material:

Lecture, videos (using tutorials for practice)

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):

4 Assignments, 1 Group Project, 1 Midterm and 1 Final exam

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? X not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. X not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? x not intended for students outside the faculty

A **draft course outline** is attached to this form. x Yes it is included.

Commerce 1DA3
Business Data Analytics
Tentative Course Outline

Operations Management Area
DeGroote School of Business
McMaster University

COURSE OBJECTIVE

This course provides an introduction to the application of applied statistical data analysis in decision-making. The concepts of statistical data analysis are applied to a variety of topics in exploratory and descriptive, diagnostic and predictive data analysis. This includes probability concepts, estimation, hypothesis testing, analysis of variance, simple and multiple linear regression, etc. The theory will be applied in a statistical data analysis project using software.

SCHEDULE AND CONTACT INFORMATION

C01: TBA	Class Location: TBA
C02: TBA	Class Location: TBA
C03: TBA	Class Location: TBA
C04: TBA	Class Location: TBA
<u>Tutorial 01:</u> TBA	Tut. Location: TBA
<u>Tutorial 02:</u> TBA	Tut. Location: TBA
<u>Tutorial 03:</u> TBA	Tut. Location: TBA
<u>Tutorial 04:</u> TBA	Tut. Location: TBA
<u>Tutorial 05:</u> TBA	Tut. Location: TBA
<u>Tutorial 06:</u> TBA	Tut. Location: TBA

All Sections Instructor:
Dr. Behrouz Bakhtiari

Instructor

bakhtib@mcmaster.ca, (905) 525-9140 x23998

Office Hours : TBA

Teaching Assistants:

TBA on Avenue to Learn
announcement section.

COURSE ELEMENTS

Credit Value:	3	Leadership:	No	IT skills:	Yes	Global view:	Yes
A2L:	Yes	Ethics:	Yes	Numeracy:	Yes	Written skills:	Yes
Participation:	No	Innovation:	No	Group work:	Yes	Oral skills:	No
Evidence-based:	Yes	Experiential:	Yes	Final Exam:	Yes	Guest speaker(s):	Yes

COURSE DESCRIPTION

The main emphasis will be on the applications of statistical data analysis in business. Students learn different aspects of working with and making sense of data and learn how to use data to provide insight into different business problems. Students in this course will engage with concepts from descriptive, diagnostic as well as predictive analytics to address problems from different disciplines of business. Some examples include the application of visualization, probabilities, confidence intervals, hypothesis testing, simple and multiple regressions, etc. Application of data analysis techniques with both spreadsheets (MS Excel) analytical Toolpak as well as the R Commander Graphical User Interface for the programming language R will be introduced in the course. Students will use the software to conduct a data analysis project (group work). Numerous examples will illustrate the practical applications of statistical analysis in business. Emphasis will be placed on connecting theory to real-world problems from different business disciplines.

LEARNING OUTCOMES

This course deals with basic statistical methods, in converting data into information, and further yet - into knowledge. Primary focus is on business related data, but data coming from other sources (e.g., economic, social, etc.) will also be explored, analyzed and discussed. Upon completion of the course, students will be able to:

- understand, describe, summarize, visualize and interpret statistical (both qualitative and quantitative) data
- understand randomness and basic probability concepts (random variables, probability density functions, etc.)
- estimate, test and draw inferences about important characteristics of data
- identify the hypothesis that needs to be tested and conduct hypothesis testing
- understand output of different statistical analyses (outputs are usually similar regardless of the software used to perform the analysis).
- Understand, test and draw inference on comparisons between parameters relating to two or multiple populations

- understand correlation and measure the strength of linear correlation between variables.
- understand and use simple and multiple regression methods to perform predictive analytics based on data provided.
- Use software (MS Excel Data Analysis Toolpak as well as R Commander) to conduct descriptive and exploratory as well as inferential and predictive data analysis through a project.

COURSE MATERIALS AND READINGS

Required:

- Lecture Slide: will be available on Avenue To Learn (<http://avenue.mcmaster.ca>)
- Additional Videos: will be available on Avenue to Learn (<http://avenue.mcmaster.ca>)
- Additional Handouts: will be available on Avenue to Learn (<http://avenue.mcmaster.ca>)
- Business Statistics (Third Canadian Edition) by Sharpe, De Veaux, Velleman and Wright.
ISBN: 978-0133899122 (the ISBN is for the physical book only, the version that comes with MyStatLab has a different ISBN).

Three different packages available in the bookstore. (**NOTE: MyStatLab is NOT mandatory for this course and is completely optional!**). You can choose to buy the textbook in **EITHER** format.

Note: If you choose to purchase MyStatLab, you can use course code TBA to register for Pearson's MyLab Statistic. Email bakhtib@mcmaster.ca if you have any questions or concerns regarding registration for MyStatLab.

EVALUATION

Missed tests/exams will receive a grade of zero unless the student has submitted and been approved for a Notification of Absence or MSAF. Your final grade will be calculated as follows:

Component	weight
4 Assignment-submitted through Avenue to Learn	20%
Group Project	8%
Midterm	30%
Final	42%
Total	100%

NOTE: Only the use of a **McMaster standard calculator** is allowed during examinations in this course. See McMaster calculator policy.

Course Deliverables

Assignments (20% - 4 assignments)

The 4 assignments combined are worth 24% of your final grade and will be marked individually. Assignments will be submitted online (on Avenue to Learn) and marked automatically. The following table shows the dates when each assignment will become available.

Assignment number	Date available
1	TBA
2	TBA
3	TBA
4	TBA

Once available, each student will have **2 attempts** (the higher mark of the attempts will be considered as the assignment mark). Material covered in each assignment will be announced on Avenue to Learn.

Group Project (8%)

Students will be conducting a data analysis project based on assigned challenges. Each group is assigned a different challenge. Groups (4-5 students) are to be finalized by Week 3 of the course. The challenge will be released after the midterm exam and a project report is due (electronically) by the last day of classes. The reports will be submitted online on Avenue to Learn.

Miterm Exam (30%)

The midterm exam is mandatory. The exam is scheduled as,

Exam	Date	Time	Rooms
Midterm	TBA	TBA	TBA (will be posted on avenue under announcements)

Final Exam (42%)

The final exam is cumulative. However, several chapters already tested in the midterm exam will be removed from the material covered in the final exam. The final exam will be held during the final exam period in December. The exact date, time, and location will be determined by the Registrar's Office.

Tutorials

Teaching assistants will be using the tutorial time to solve additional questions. Tutorials are also used for experiential learning by practicing the theory learned in class. Teaching assistants will be helping students to conduct statistical data analysis using software. Tutorial sessions are designed to prepare students for the group project in the course.

MyStatLab

The use of MyStatLab is **NOT** mandatory for this course and is absolutely optional. However, you can benefit from practice problems and exercises that the publisher offers to students. If you choose to purchase MyStatLab code with your hardcopy or eText, you still need to register on the publisher's website to access it.

<https://www.pearsonmylabandmastering.com>

In order to register as “Student” you require an access code (the MyStatLab code that you purchased) as well as a course ID. The course ID for students registered in all sections of 1DA3 is **TBA**.

Communication and Feedback

Students who wish to correspond with instructors or TAs directly via email must send messages that originate from their official McMaster University email account. This protects the confidentiality and sensitivity of information as well as confirms the identity of the student. Emails regarding course issues should NOT be sent to the Area Administrative Assistants.

Instructors may solicit feedback via an informal course review with students by Week #4 to allow time for modifications in curriculum delivery.

ACADEMIC INTEGRITY

You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity.

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: “Grade of F assigned for academic dishonesty”), and/or suspension or expulsion from the university.

It is your responsibility to understand what constitutes academic dishonesty. For information on the various types of academic dishonesty please refer to the *Academic Integrity Policy*, located at:

www.mcmaster.ca/academicintegrity

The following illustrates only three forms of academic dishonesty:

1. Plagiarism, e.g. the submission of work that is not one’s own or for which other credit has been obtained.
2. Improper collaboration in group work.
3. Copying or using unauthorized aids in tests and examinations

ONLINE COURSE COMPONENTS

In this course we will be using Avenue to Learn. Students should be aware that when they access the electronic components of this course, private information such as first and last names, user names for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course. The available information is dependent on the technology used. Continuation in this course will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure, please discuss this with the course instructor.

REQUESTING RELIEF FOR MISSED ACADEMIC WORK

Students may request relief from a regularly scheduled midterm, test, assignment or other course components. Please refer to the policy and procedure on the DeGroote website at the link below;

<http://ug.degroote.mcmaster.ca/forms-and-resources/missed-course-work-policy/>

STUDENT ACCESSIBILITY SERVICES

Students who require academic accommodation must contact Student Accessibility Services (SAS) to make arrangements with a Program Coordinator. Academic accommodations must be arranged for each term of study. Student Accessibility Services can be contacted by phone 905-525-9140 ext. 28652 or e-mail sas@mcmaster.ca.

For further information, consult McMaster University's Policy for Academic Accommodation of Students with Disabilities:

<http://www.mcmaster.ca/policy/Students-AcademicStudies/AcademicAccommodation-StudentsWithDisabilities.pdf>

ACADEMIC ACCOMMODATION FOR RELIGIOUS, INDIGENOUS OR SPIRITUAL OBSERVANCES (RISO)

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the RISO policy. Students requiring a RISO accommodation should submit their request, including the dates/times needing to be accommodated and the courses which will be impacted, to their Faculty Office normally within 10 days of the beginning of term or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

POTENTIAL MODIFICATION TO THE COURSE

The instructor reserves the right to modify elements of the course during the term. There may be changes to the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check their McMaster email and course websites weekly during the term and to note any changes.

The University reserves the right to change the dates and deadlines for any or all courses in extreme Circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.

ACKNOWLEDGEMENT OF COURSE POLICIES

Your enrolment in Commerce 1DA3 will be considered to be an implicit acknowledgement of the course policies outlined above, or of any other that may be announced during lecture and/or on A2L. **It is your responsibility to read this course outline, to familiarize yourself with the course policies and to act accordingly.**

Lack of awareness of the course policies **cannot be invoked** at any point during this course for failure to meet them. It is your responsibility to ask for clarification on any policies that you do not understand.

COURSE SCHEDULE

Commerce 1DA3 **Business Data Analytics** **Tentative Course Schedule**

Note: Depending on the pace of the lectures the schedule below may change slightly.

Note: If, for any reason, any section or part from the material stated in the table below is to be removed from the covered material, it will be announced on the course webpage on Avenue.

Week (excl. reading week)	Reading Material
#1	• Chapter 1 through 5
#2	• Chapter 6 and 7
#3	• Chapter 8 and 9 and 10
#4	• Chapter 11
#5	• Chapter 12
#6	• Chapter 13
#7	• Chapter 14
#8	• Chapter 15
#9	• Chapter 18
#10	• Chapter 19
#11	• Chapter 20
#12	• Chapter 21



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

**DeGroote School of Business
McMaster University**

- 21. All sections of this form must be completed.
- 22. This form must be completed for all course changes.
- 23. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: **Greg Rombough**
Extension: x **27213**

- 24. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
- ☐ Marketing
- ☐ Health Policy and Management
- ☐ Accounting and Financial Management Services
- ☐ Finance and Business Economics

- ☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☐ Joint Areas (please specify): **x**

Proposed Course Details:

Course Title: **DeGroote Student Experience and Development I**
 Instructor(s): TBD
 Prerequisites:

Course Code: **COMMERCE**
1GR0 A/B
 Credit Value: **0 units**

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

This is a new Level I course that will be part of a 'GR0' series of courses. These courses are grounded in the development of key competencies and providing experiences for students that will lead to their academic and professional success.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

This course provides experiential activities for students to develop (or enhance) and apply foundational knowledge of highly sought skills in the workplace such as critical thinking, collaboration, communication and self-management. Further, this course offers career development tools and learning experiences that facilitate students' transition to university and success in the Business Program. Students will gain knowledge of McMaster University's academic regulations, strategies for academic success, and the various services available to them within the university.

Course will consist of in-person and online learning experiences such as presentations, videos, resources, self-assessment, workshops, competitions, conferences, etc.

Statement of purpose (How does the course fit into the Faculty's programme?):

New course as part of the 'GR0' series of courses and aligns with the new curriculum updates.

Expected class size (please provide context if below standard class-size: **All Level I Commerce students.**

Method of presentation of course material:

Course will consist of in-person and online learning experiences such as presentations, videos, resources, self-assessment, workshops, competitions, conferences, etc.

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):

TBA

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? **x** not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. **x** not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? **x** not intended for students outside the faculty

A **draft course outline** is attached to this form. ☐ Yes it is included.
TBA



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

**DeGroote School of Business
McMaster University**

- 25. All sections of this form must be completed.
- 26. This form must be completed for all course changes.
- 27. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: Instructor: John Miltenburg, Chair: Elkafi Hassini
Extension: x 22014

- 28. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
- ☐ Marketing
- ☐ Health Policy and Management
- ☐ Accounting and Financial Management Services
- ☐ Finance and Business Economics
- ☐ Human Resources and Management
- ☐ Information Systems
- ☒ Operations Management
- ☐ Joint Areas (please specify):

Proposed Course Details:

Course Title: **Decision Making with Analytics**
 Instructor(s):
 Prerequisites:

Course Code: **2DA3**
 Credit Value: **3**

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

The course is being moved to the second year and will be the second course in a series of courses on data analytics. The old course title and number is Management Science for Business, Commerce 3QA3. The new course title and number is Decision Making with Analytics, Commerce 2DA3.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

The course will study five widely used quantitative management science tools (problem modelling, linear programming, decision analysis, simulation, and waiting lines) used in business data analytics when conditions are reasonably certain or somewhat uncertain. All five tools are implemented in Excel. The course is taught through lectures, computer work with Excel, lecture notes and textbook readings, practice problems, and online podcasts.

Statement of purpose (How does the course fit into the Faculty's programme?):

This is a required course that will serve as a basis for elective data analytics courses in the third and fourth years. The old course (Commerce 3QA3) is being moved to the second-level curriculum.

Expected class size (please provide context if below standard class-size:

This will be a mandatory second-level course.

Method of presentation of course material:

Lecture, online videos, tutorials

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):

5 Quizzes, 2 online exams, 1 Final exam

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? X not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. X not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? x not intended for students outside the faculty

A **draft course outline** is attached to this form. x Yes it is included.



Commerce 2DA3:
Decision Making with Analytics
Winter 2021 term
(preliminary) Course Outline

COURSE OBJECTIVE

Problem analysis and solution using Excel is an essential skill in business. In this course students learn how to use five tools in Excel (business problem modeling, linear programming, decision analysis, simulation, and waiting lines) to analyze and solve business analytics problems in accounting, finance, human resources, marketing, and operations.

PREREQUISITES

Commerce 1DA3 and registration in any Commerce or Engineering and Management program; or one of Stats 2MB3, 3J04, 3N03 or 3Y03 and registration in any Engineering and Management program.

INSTRUCTOR AND COURSE INFORMATION

Section	C01 (12714), C02 (12715)	C03 (12716)
Class times, classroom	Online lectures; no classroom	MoWeTh 5:30-6:20, PGCLL B138

All lectures, practice problems, notes, software, instructions, podcasts, quizzes, and exams are identical for all sections. All sections use the same Avenue website. Students in sections C01 and C02 can complete the course entirely online; they can also attend any of the lectures for section C03. In past years there were always a large number of empty seats in the classroom. Students in section C03 can attend lectures or they can complete some or all of the course online.

Instructor	Teaching Assistants (TAs)
Dr. John Miltenburg, DSB-411 Email: miltenb@mcmaster.ca Telephone: (905) 525-9140 ext. 22014 Office hours: Wed. and Thu., 4:00 to 5:15, DSB-411	Office hours: Mon., Tue., Wed., Thu., Fri: 12 noon to 3:00 pm In-person at DSB-411 Possibly online using Zoom at: https://zoom.us/j/835884354

Questions concerning course material must be posted on the Avenue to Learn Discussion board. These questions must not be e-mailed to the instructor or the TAs; these e-mails will not be answered. Questions posted on the Avenue Discussion board can be answered by the instructor or the TAs or other students. **Questions concerning special arrangements for**

quizzes or exams, or absences from exams must be discussed in person with the instructor or TAs during office hours; this cannot be done by e-mail.

COURSE ELEMENTS

Credit value:	3	Leadership:	Yes	IT skills:	Yes	Global view:	Yes
WebCT:	Yes	Ethics:	Yes	Numeracy:	Yes	Written skills:	No
Participation:	Yes	Innovation:	Yes	Group work:	No	Oral skills:	No
Evidence-based:	Yes	Experiential:	Yes	Final exam:	Yes	Guest speaker(s):	No

COURSE DESCRIPTION

The course will study five widely used quantitative management science tools (problem modeling, linear programming, decision analysis, simulation, and waiting lines) used in business decision problems when conditions are reasonably certain or somewhat uncertain. All five tools are implemented in Excel. The course is taught through lectures, computer work with Excel, lecture notes and textbook readings, practice problems, and online podcasts.

LEARNING OUTCOMES

Upon completion of this course, students will be able to complete the following:

- Create Excel models of business decision problems in accounting, finance, human resources, marketing, and operations.
- Formulate linear and integer decision problems. Use Excel to solve these problems, perform sensitivity analyses, and determine the marginal value of the resources used.
- Analyze business decision problems under uncertainty and risk using payoff tables and decision-tree models in Excel. Use utility functions to account for risk preferences.
- Use simulation and waiting line/queuing models in Excel to model and analyze business processes.

REQUIRED COURSE MATERIALS

Textbook: Balakrishnan, N., Render, B., and R. Stair, Managerial Decision Modeling with Spreadsheets, 3rd edition, Pearson/Prentice Hall (2013).

A textbook is **highly recommended but is not required**. There are three options:

(i) **Custom textbook:** There is a bounded custom textbook containing only the 8 chapters of the textbook that we study in this course. This bounded custom textbook is available in the bookstore for about \$130.

(ii) **e-book:** An electronic book is available. This is the entire book (11 chapters). It is available from the bookstore for about \$75.

(iii) **Traditional textbook:** A used textbook may be available from a student who took the course in a previous year.

Textbook website: The textbook website http://wps.prenhall.com/bp_balakrishnan_mdms_3/

Other textbooks: Other editions (e.g. the 2nd edition) of the textbook are not as useful. There is an international version of the 3rd edition. It is missing 'Chapter 4: Linear programming sensitivity analysis', which is a very important chapter in the course. Therefore this book is not as useful.

Course Avenue to Learn Website: <http://avenue.mcmaster.ca>

Software: 1. Excel: For PC's: Excel 2013, **2016** or **MS Office 365**. For Mac's: Excel **2016**, or **MS Office 365**.

2. Excel Solver add-in: Available in all Excel versions on PC's and Mac's.

(optional) Excel Data Analysis add-in: Available on all PC's and Mac's with Excel 2016 or MS Office 365.

3. TreePlan: Excel add-in for building and analyzing decision trees. Available on Avenue > Content

4. SimQuick: Excel add-in for building and analyzing simulation models. Available on Avenue > Content

5. Queuing Model templates: 4 Excel templates for analyzing queuing problems. Available on Avenue > Content

PC users: All software runs on a PC. Your MS Office should be up-to-date. Microsoft does this automatically.

Mac users: For MS Office 365 this is done automatically. For other versions of Excel you must **manually update Excel**.

If Excel is not completely up-to-date then the add-ins and templates may not work.

Lectures, Podcasts, Schedule: Lecture notes are on Avenue. All lectures are available as podcasts on YouTube and are accessed through links on Avenue. Podcasts can be accessed at any time. The course schedule of lectures, podcasts, quizzes, and exams is shown at the end of the course outline. This schedule will be updated from time to time. The official, up-to-date course schedule will be an Excel file on Avenue > Content.

Practice Problems: There are no hand-in assignments. Practice Problems for self-study are assigned (see the course schedule on Avenue). Additional problems may be assigned during the course. All Practice Problems and solutions are posted on Avenue.

EVALUATION AND COURSE DELIVERABLES

	Marks	Tentative Dates and Times
Quizzes	10	5 on-line on-Avenue quizzes; Sun. 12 noon to Mon. 12 noon; see schedule below
Exam 1	28	on-line, on-Avenue; tentatively 3 hours long; 7:00pm to 10:00pm, Fri. Feb. 14
Exam 2	28	on-line, on-Avenue; tentatively 3 hours long; 7:00pm to 10:00pm, Fri. Mar. 27
Final Exam (Cumulative)	34	2 hours*; regular written exam; day and time to be scheduled by the university * there will be an additional one-hour computer exam for students who miss Exam 1 or Exam 2 with an MSAF (details follow below)
Total	100	

Quizzes: Five Quizzes help students keep up with their studies and prepare for the exams. At assigned

times (see the course schedule on Avenue) when selected lectures, chapters in the textbook, and practice problems should be complete, students take a 25-minute**, 14-question (approximately), on-line on-Avenue Quiz. Students have 24-hour period (between 12 noon on Sunday and 12 noon on Monday) to start and finish a Quiz. Once a student starts a Quiz she has 25 minutes to finish.

Quiz questions are randomly assigned and are based on the textbook, the lecture notes, the lectures, and the practice problems. Questions are descriptive and short calculations. There are practice questions for some quizzes on Avenue and at the textbook website. Each Quiz question is worth one mark, so each Quiz has 14 marks (approximately). However the maximum mark is 10 (approximately). Students who correctly answer 10 or more questions get 10 out of 10. Students, for example, who correctly answer 8 questions get 8 out of 10. Marks are posted on Avenue. Quizzes are not returned. Students can review their Quiz with a TA during office hours within two weeks of the quiz marks being posted on Avenue. If a student misses a Quiz or receives a mark of zero on a Quiz, then the two marks for the Quiz are automatically added to the Final Exam (no MSAF is needed for a missed Quiz). In the Quizzes (and on the Exam 1 and Exam 2 below) students cannot 'go back'. Only one question appears on the computer screen at a time; students must answer the question that appears and then save their answer; when students move to the next question they cannot return to a previous question to answer the question later, or to check their work, or to change their answer. This is done to discourage students from sharing answers.

**In previous years the quizzes were 20 minutes long; this year we will have 25 minutes to complete a quiz.

Exams: There are three exams (see the course schedule on Avenue). Exams 1 and 2 are on-line on-Avenue and can be done off-campus (e.g. at home) or on-campus (e.g. in a university library or computer lab in KTH, BSB, JHE, or in a library, etc.). A small number of computer labs are booked (see the course schedule on Avenue) for the exams, but no help will be available in these labs. Students must install the course software on their computer before the exam. The Final Exam is a regular written exam scheduled and managed by the university in the same way as most final exams in other university courses.

Exam 1 and Exam 2: Exam 1 and Exam 2 cover material in the first-half and second-half of the course. Exam 1 and Exam 2 can be completed off-campus (e.g. from home) or on-campus (e.g. in a university library or computer lab). Students must work individually, not in groups. Answers are checked carefully to make sure students work individually. Students can use their textbook, notes, computer, computer files, and calculator. Each exam has several parts: e.g. randomly assigned descriptive questions, randomly assigned calculation questions, randomly assigned Excel worksheet questions. Exam 1 and Exam 2 (like the five Quizzes above) are set up so that students cannot 'go back' to previous questions. This means students must answer the question when it appears on the computer screen; when students move to the next question they cannot return to a previous question to check their work or answer the question later. This is done to discourage students from sharing their answers. Students must use their own computer or a university computer in the library, computer lab, etc.

Students must install the course software on their computer before the exam. A student's computer must have excellent internet access in order to quickly and easily access Avenue to download questions and data, and upload answers to Avenue Assignment dropboxes. If students have poor internet access at home, then they must write these exams on-campus. No extra time, help or marks will be given because of problems with computers, software, or internet access.

Final Exam: The Final Exam covers all the material in the course. The Final Exam is a regular written exam scheduled and managed by the university in the same way as final exams in most other university courses. Students can prepare and use a one-page, two-sided crib sheet during the Final Exam. The crib sheet must be handed in at the end of the Final Exam. There are no restrictions on what can be put on the crib sheet (e.g. typed, hand-written, tables, Excel screenshots, etc. are all okay). Students can use a McMaster standard calculator during the Final Exam. See the McMaster calculator policy.

Any student who misses Exam 1 or Exam 2 or both and has a valid MSAF (see p. 4 below) will (i) have the marks for the missed Exam(s) added to the Final Exam, and (ii) have an additional one hour computer exam covering the missed computer material from Exam 1 or Exam 2 or both. This computer exam will be completed under invigilation in a university computer lab. This computer exam will normally begin two hours before the regular Final Exam. Students have one hour to complete this part of the Final Exam and then a one break before the regular Final Exam begins.

Marks: Marks are posted on Avenue. Quizzes and Exams are not returned. Students who wish to review their Quiz or Exam questions, answers, marks, etc. must first review their Quiz or Exam with a TA during office hours. This must be done within two weeks of the marks being posted on Avenue. After this is done students can review their Quiz or Exam with the instructor during office hours.

Final Grades: At the end of the course, overall percentage grades are converted as follows to a letter grade.

Percentage	00-49	50-52	53-56	57-59	60-62	63-66	67-69	70-72	73-76	77-79	80-84	85-89	90-100
Letter Grade	F	D-	D	D+	C-	C	C+	B-	B	B+	A-	A	A+

Communication and Feedback

1. Students who are uncomfortable directly approaching an instructor regarding a course concern may send a confidential email to the Operations Management Area Chair, Professor Hassini (hassini@mcmaster.ca) or the Associate Dean (adbusac@mcmaster.ca).

2. Students' e-mails to instructors or TAs must originate from their official McMaster University e-mail account. This protects the confidentiality of information and confirms the identity of the student. E-mails regarding course issues should NOT be sent to the Area Administrative Assistant.

3. If after speaking with the instructor students wish to have a course component (i.e. midterm exam) re-evaluated, then they should complete the following process.

- Complete the form at http://www.mcmaster.ca/policy/Students-AcademicStudies/Form_A.pdf
- The component must be worth 10% or more of the final grade in the course
- Students pay a fee of \$50 in Gilmour Hall #209. The receipt is then brought to Student Experience - Academic Office (formerly the APO) in DSB 112.
- The Area Chair will seek out an independent adjudicator to re-grade the component.
- An adjustment to the grade for the component will be made if a grade change of three points or greater on the 12 point scale (equivalent to 10 marks out of 100) has been suggested by the adjudicator as assigned by the Area Chair
- If a grade change is made, the student fee will be refunded.

ACADEMIC INTEGRITY

Students are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: "Grade of F assigned for academic dishonesty"), and/or suspension or expulsion from the university. It is the student's responsibility to understand what constitutes academic dishonesty. For information on the various types of academic dishonesty please refer to the Academic Integrity Policy, located at www.mcmaster.ca/academicintegrity. The following illustrates only three forms of academic dishonesty:

1. Plagiarism, e.g. the submission of work that is not one's own or for which other credit has been obtained.
2. Improper collaboration in group work.
3. Copying or using unauthorized aids in tests and examinations.

ONLINE COURSE COMPONENTS

In this course we will be using Avenue to Learn. Students should be aware that when they access the electronic components of this course, private information such as first and last names, user names for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course. The available information is dependent on the technology used. Continuation in this course will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure, please discuss this with the course instructor.

MISSED EXAMS/QUIZZES

If a student misses a Quiz or receives a mark of zero on a Quiz, then the two marks for the Quiz are automatically added to the Final Exam (no MSAF is needed for a missed Quiz).

Students wishing to request relief from a regularly scheduled exam (i.e. Exam 1, Exam 2, Final Exam) must follow the policy and procedure on the DeGroote website at: <http://ug.degroote.mcmaster.ca/forms-and-resources/missed-course-work-policy/> With respect to that policy:

1. There is no possibility of a "re-write" of Exam 1 and there is no possibility of a "re-write" of Exam 2.
2. The "weight" of Exam 1 and the "weight" of Exam 2 will be "redistributed" as follows.
 - 2a. The marks for Exam 1 or Exam 2 or both are added to the marks for the Final Exam, and
 - 2b. If the student misses Exam 1 or Exam 2 or both then the student's Final Exam will have an additional one hour computer exam covering the missed computer material from Exam 1 or Exam 2 or both. This computer exam will be completed under invigilation in a university computer lab. This computer exam will normally begin two hours before the regular Final Exam. Students have one hour to complete this part of the Final Exam and then a one break before the regular Final Exam begins.

An up-to-date list of valid MSAF's for Exam 1 and for Exam 2 will be maintained at Avenue > News. Students who have requested relief should check this list in a timely manner. They should not e-mail the instructor.

There will be no exceptions to items 1, 2a, 2b.

STUDENT ACCESSIBILITY SERVICES

Students who require academic accommodation must contact Student Accessibility Services (SAS) to make arrangements with a Program Coordinator. Academic accommodations must be arranged for each term of study. Student Accessibility Services can be contacted by phone 905-525-9140 ext. 28652 or e-mail sas@mcmaster.ca.

For further information, consult McMaster University's Policy for Academic Accommodation of Students with Disabilities: <http://www.mcmaster.ca/policy/Students-AcademicStudies/AcademicAccommodation-StudentsWithDisabilities.pdf>

ACADEMIC ACCOMMODATION FOR RELIGIOUS, INDIGENOUS OR SPIRITUAL OBSERVANCES (RISO)

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the RISO policy <https://multifaith.mcmaster.ca/riso>. Students requiring a RISO accommodation should submit their request, including the dates/times needing to be accommodated and the courses which will be impacted, to their Faculty Office normally within 10 days of the beginning of term or to the Registrar's Office prior to their examinations.

Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

Potential Modifications to the Course

The instructor and university reserve the right to modify elements of the course during the term. The university may change the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check their McMaster email and course websites weekly during the term and to note any changes.

Acknowledgement of Course Policies

Your enrolment in Commerce 3QA3 will be considered to be an implicit acknowledgement of the course policies outlined above, or of any other that may be announced during lecture and/or on Avenue to Learn. It is your responsibility to read this course outline, to familiarize yourself with the course policies and to act accordingly.

Lack of awareness of the course policies cannot be invoked at any point during this course for failure to meet them. It is your responsibility to ask for clarification on any policies that you do not understand.

Course Schedule

This is the preliminary course schedule. It is shown here for illustration only. The final, official schedule is an Excel file (where all the details are easy to see) which is posted at Avenue > Contents > Course outline, schedule. The final, official schedule gives the official dates for all quizzes, exams, lectures, problems, etc.

	A	B	D	E	F	G	H	I	J	K			
1	Commerce 3QA3 Course Schedule - Winter 2020												
2	updated Dec. 14, 2019												
3	Podcasts		Textbook Chapter and description of topic	Lecture/podcast number	Date lecture course C03	Date online course C01, C02	Lecture Notes pages	Textbook pages	Practice problems				
4			Course outline, schedule	1a	Jan 6		Course outline, schedule						
5	1a.Outline	33 min	Course workflow	1b	Jan 6								
6	1b.Workflow	12 min				Jan 6 - 10							
7	Lecture 1c,2	49 min	Ch 1, App B - Business models, Excel tutorial	1c	Jan 6		Ch 1 Notes pp. 1-5	Ch 1, all pages; Excel tutorial; Appendix B	Ch. 1: Disc. quest. 2,12; Prob. 22,23,24; Solve all these problems using Excel; Bill Pritchett Practice Problem and Product Mix Problem on pp. 16-17 of Lecture Notes; Solve using Excel				
8	Lecture 3	38 min		2	Jan 8		Ch 1 Notes pp. 5-9						
9	Lecture 4	32 min		3	Jan 9		Ch 1 Notes pp. 9-end						
10	Lecture 5	48 min		4	Jan 13	Jan 14 - 17	Ch 2 Notes pp. 1-3						
11	Lecture 6	45 min	Ch 2 - LP model, graphical, computer	5	Jan 15		Ch 2 Notes pp. 1-3	Ch 2, pp. 19-31					
12	Lecture 7	40 min		Quiz 1 (lectures 1-5): Sun. Jan. 19, 12 noon to Mon. Jan. 20, 12 noon									
13	Lecture 8	35 min		6	Jan 16	Jan 14 - 17	Ch 2 Notes pp. 4-5	Ch 2, pp. 31-end	Ch. 2: Disc. quest. 3,4,10,11,12; Prob. 13, 17; Solve these problems using graphical method; Prob. 13, 17, 27, 29, 43; Solve these problems using Solver in Excel				
14	Lecture 9	42 min		7	Jan 20		Ch 2 Notes pp. 6-10						
15	Lecture 10	37 min	8	Jan 22	Jan 20 - 24	Ch 2 Notes pp. 11-end							
16	Lecture 11	46 min	Ch 3,5 - Standard LP problems	9	Jan 23		Ch 3,5 Notes pp. 1-5	Ch 3, pp. 65,66,77-81,73-74	Ch. 3: Prob. 3,12,13; Solve these problems using Solver in Excel				
17	Lecture 12	37 min		Quiz 2 (lectures 6-9): Sun. Jan. 26, 12 noon to Mon. Jan. 27, 12 noon									
18	Lecture 13	39 min		10	Jan 27		Ch 3,5 Notes pp. 6-9	Ch 3, all except pp. 91-101; Ch 5, pp. 165-168, 170-172	Ch. 3: Prob. 7,9,12,17,21; Ch. 5: Prob. 17; Solve these problems using Solver in Excel				
19	Lecture 14	44 min		11	Jan 29	Jan 27 - 31	Ch 3,5 Notes pp. 10-end						
20	Lecture 15	37 min	Ch 4 - LP sensitivity	12	Jan 30		Ch 4 Notes pp. 1-5	Ch 4, pp. 119-133	Ch. 4: Disc. quest. 8; Prob. 13,21(except i),22,23; Solve these problems using Solver in Excel				
21	Lecture 16	36 min		13	Feb 3	Feb 3 - 7	Ch 4 Notes pp. 6-9						
22	Lecture 17	34 min		14	Feb 5		Ch 4 Notes pp. 10-16						
23	Lecture 18	26 min		Quiz 3 (lectures 10-14): Sun. Feb. 9, 12 noon to Mon. Feb. 10, 12 noon									
24	Lecture 19	22 min	Ch 6 - Integer LP	15	Feb 6	Feb 3 - 7	Ch 4 Notes pp. 17-22	Ch 4, pp. 134-148	Ch. 4: Disc. quest. 6; Prob. 21(i) solve using Solver in Excel				
25	Lecture 20+21	22+18 min		16	Feb 10		Ch 4 Notes pp. 23-29						
26	Lecture 22	39 min		17	Feb 12	Feb 10 - 14	Ch 6 Notes pp. 1-5				Ch 6, pp. 211-223	Ch. 6: Disc. quest. 3; Prob. 13,19,37; Solve these problems using Solver in Excel	
27	Lecture 23	36 min		18	Feb 13		Ch 8 Notes pp. 1-4						
28	Lecture 24	39 min	Ch 8 - Decision analysis	18	Feb 13		Ch 8 Notes pp. 1-4	Ch 8, pp. 319-322					
29	Exam 1 (lectures 1-17): Fri. Feb. 14, 7:00 pm - 10:00 pm (computer labs BSB 249, KTH B121, KTH B123 are booked from 6:00 to 10:00 but no help will be available in these labs)												
30	Lecture 19	22 min	Ch 8 - Decision analysis	Feb 17 to 23 - midterm break - no classes									
31	Lecture 20+21	22+18 min		19	Feb 24		Ch 8 Notes pp. 4-7	Ch 8, pp. 323-344	Ch. 8: Disc. quest. 4,5,7,8; Prob. 14,15,19,20; Solve all these problems manually and in Excel				
32	Lecture 22	39 min		20+21	Feb 26	Feb 24 - 28	Ch 8 Notes pp. 8-10, 11-13						
33	Lecture 23	36 min		22	Feb 27		Ch 8 Notes pp. 14-18						
34	Lecture 24	39 min		23	Mar 2	Mar 2 - 6	Ch 8 Notes pp. 19-22, TreePlan						
35				24	Mar 4		Ch 8 Notes pp. 23-26						
36	Lecture 25	49 min	Ch 10 - Simulation	Quiz 4 (lectures 18-24): Sun. Mar. 8, 12 noon to Mon. Mar. 9, 12 noon									
37	Lecture 26	38 min		25	Mar 5	Mar 2 - 6	Ch 8 Notes pp. 27-34	Ch 8, pp. 345-355	Ch. 8: Disc. quest. 11; Prob. 27,39; Solve these problems using TreePlan in Excel				
38	Lecture 27	34 min		26	Mar 9		Ch 8 Notes pp. 35-40						
39	Lecture 28	44 min		27	Mar 11	Mar 9 - 13	Ch 8 Notes pp. 41-48						
40	Lecture 29	47 min		28	Mar 12		Ch 10 Notes pp. 1-5				Ch 10, pp. 407-427, 434-437	Ch. 10: Prob. 18 (iv,v) as described on p. 11 of Lecture Notes	
41	Lecture 30	40 min		29	Mar 16	Mar 16 - 20	Ch 10 Notes pp. 6-11						
42			30	Mar 18		Ch 10 Notes pp. 12-15							
43	Lecture 31	25 min	Ch 9 - Queuing	Quiz 5 (lectures 25-30): Sun. Mar. 22, 12 noon to Mon. Mar. 23, 12 noon									
44	Lecture 32	27 min		31	Mar 19	Mar 16 - 20	Ch 10 Notes pp. 16-19	Ch 10, all except pp. 443-452	Ch. 10: Prob. 30; Do N=200 replications				
45	Lecture 33	21 min		32	Mar 23		Ch 10 Notes pp. 20-24						
46	Lecture 34	21 min		33	Mar 25	Mar 23 - 26	Ch 10 Notes pp. 25-29						
47			34	Mar 26		Ch 10 Notes pp. 30-35	SimQuick				SimQuick: Exercise 1b as described on p. 35 of Lecture Notes		
48	Lecture 35	30 min	Exam 2 (lectures 18-32): Fri. Mar. 27, 7:00 pm - 10:00 pm (computer labs BSB 249, KTH B121, KTH B123 are booked from 6:00 to 10:00 but no help will be available in these labs)										
49	Lecture 36		Ch 9 - Queuing	35	Mar 30		Ch 9 Notes pp. 1-6	Ch 9, pp. 367-398	Ch. 9: Disc. quest. 2,3,4; Prob. 13,22,23,27(use $\lambda=100$), 28,29,30,33; Solve all these problems in Excel using the Queueing templates				
50	Lecture 37	30 min		36	Apr 1	Mar 30 - Apr 3	Ch 9 Notes pp. 1-6						
51	Lecture 38	25 min		37	Apr 2		Ch 9 Notes pp. 7-11						
52				38	Apr 6	Apr 6	Ch 9 Notes pp. 12-end						
	Final Exam (lectures 1-38): Day and time will be set by the University -- ?? 2 hours												

(preliminary) Course Outline – Commerce 2DA3: Winter 2021 page 6 of 6



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

DeGroote School of Business McMaster University

29. All sections of this form must be completed.
30. This form must be completed for all course changes.
31. If the committee has any questions regarding this proposal, who should be contacted?

Instructor or Chair Name: **Trevor Chamberlain**

Extension: x **23980**

32. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☒ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☐ Joint Areas (please specify):

Proposed Course Details:

Course Title: **Managerial Finance**
Instructor(s): **TBD**
Prerequisites:

Course Code: **2FB3**
Credit Value: 3 units

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

This is a new course being offered under the revised Faculty of Business curriculum. Previously was COMMERCE 3FA3, but the existing COMMERCE 3FA3 will remain as an existing course for students already in the program and completing degree requirements.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

**COMMERCE 2FB3 - Managerial Finance
3 unit(s)**

This course examines various aspects of the financial management of the firm including the sources and methods of financing, capital structure, dividend policy, leasing, mergers and acquisitions, working capital management, effects of taxation on financial decisions and international aspects of finance.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FA3; and registration in any four or five level program or applicable minor (see Note 5).

Antirequisite(s): COMMERCE 3FA3, IBH 2BB3 or IBH 3AC3

Statement of purpose (How does the course fit into the Faculty's programme?):

Aligning with the new Faculty of Business curriculum.

Expected class size (please provide context if below standard class-size: **TBD**)

Method of presentation of course material:
TBD

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):
TBD

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? **X** not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. **X** not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? **X** not intended for students outside the faculty

Faculty of Business – Curriculum Changes for 2020-2021

A **draft course outline** is attached to this form. ☐ Yes it is included.



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 Course and Calendar Change Proposal Form

DeGroote School of Business McMaster University

- 33. All sections of this form must be completed.
- 34. This form must be completed for all course changes.
- 35. If the committee has any questions regarding this proposal, who should be contacted?

Instructor's Name: **Elkafi Hassini**
Extension: x **27467**

- 36. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
- ☐ Marketing
- ☐ Health Policy and Management
- ☐ Accounting and Financial Management Services
- ☐ Finance and Business Economics

Faculty of Business – Curriculum Changes for 2020-2021

- ☐ Human Resources and Management
- ☐ Information Systems
- ☒ Operations Management
- ☐ Student Experience Office
- ☐ Joint Areas (please specify):

Nature of recommendation (check whichever is applicable):

- ☐ Course cancellation
- ☐ Change in delivery (blended/online/etc)
- ☐ Change in prerequisites / corequisites
- ☒ Change in course title
- ☐ Change in credit value: from credits to credits
- ☐ Change in Academic Calendar Text
- ☒ Other: **Change in course levels**

Current Course Description

Courses Title: **Applied Statistics for Business
Management Science for Business
Modelling and Analytics using Excel**

Course Code: **2QA3,
3QA3, and
4QC3**

Rationale: Explain briefly the reasons behind the recommendation for change.

As per the recommendations of the recent IQAP review we recommend that we move 2QA3 to year 1 and 3QA3 to year 2. This will allow equip our students with analytics knowledge early on in their program so they can apply it in other courses and project work later. In addition, we will redesign the courses to include more contemporary analytics tools, such R programming, to better prepare our students for the job market. This will also free up some time in the third year where we can offer more business analytics elective courses.

Please copy and paste the text as it appears now in the calendar, and then provide a strikethrough edit as proposed. Please visit <http://academiccalendars.romcmaster.ca> for the most complete version of this calendar.

COMMERCE 2QA3 – Applied Statistics for Business
COMMERCE 1DA3 – Business Data Analytics
COMMERCE 3QA3 – Management Science for Business
COMMERCE 2DA3 – Decision Making with Analytics
COMMERCE 4QC3 – Modelling and Analytics using Excel
COMMERCE 4DA3 – Modelling and Analytics using Excel

Faculty of Business – Curriculum Changes for 2020-2021

(Please see next page for further information on content realignment and scheduling for the new courses)

Operations Management Area
Proposal for Commerce Courses realignment

The OM Area members propose to make the following changes in the required commerce courses:

- Move COM 2QA3 (Applied Statistics for Business) to Term 2 of first year and call it **COM 1DA3 (Business Data Analytics)**.
 - Offering 1AD3 in year 1 will serve as an introduction to business analytics early on in the program and will provide students both with statistical and programming foundations that are necessary for advanced analytics courses in subsequent years.
 - The course will cover both statistics and programming topics and assumes that students had no prior data management courses in their high school education.
 - The course will adapt a blended learning system where basic statistics concepts will be provided online.
 - A weekly tutorial will be offered to conduct programming drills.
- COM 3QA3 (Management Science for Business) be changed to **2DA3 (Decision Making with Analytics)**.
 - The course will keep its emphasis on building students analytical skills and ability to frame problems. The course will cover decision models as they relate to problems in operations, marketing, accounting and finance and their interfaces.
 - The course will also use Excel and add-ins for formulating and analyzing business decision models.
 - The course will incorporate R programming to build on students programming skills from year 1.
 - CPA competency map lists topics such as linear programming, probabilistic models and scenario/simulation analysis. These topics are covered in this course.

With the above changes, we propose the following schedule for these OM Area courses:

Winter Year 1: COM 1DA3

Fall Year 2: COM 2OC3

Winter Year 2: COM 2DA3

Year 3: COM 3DA3 (new elective course on predictive modelling)

Year 4: COM 4DA3

Data Analytics Courses Mapping to INFORMS Job Task Analysis (CAP training)

	Courses						
	Foundations					Applications	
	1DA3	2DA3	3DA3	4DA3	4KG3	3KE3	4MI3
Task							
Business Problem Framing		X	X	X	X		X
Analytics Problem Framing	X	X	X	X	X		X
Data	X		X		X	X	X

Faculty of Business – Curriculum Changes for 2020-2021

Methodology Selection	X	X	X	X	X		X
Model Building	X	X	X	X			X
Deployment	X				X	X	
Model Life Cycle Management					X	X	

Foundation courses:

COM1DA3 Business Data Analytics

COM 2DA3 Decision Making with Analytics

COM 3DA3 Predictive Modelling

COM 4DA3 Modelling and Analytics with Excel

COM 4KG3: Data Mining for Business Analytics

Application Courses:

COM 3KE3: Management of Enterprise Data Analytics

COM 4MI3: Marketing Analytics

Tools/Techniques to Courses Mapping (use with Learning Portfolio on Avenue to Learn?)

	Courses						
	Foundations					Applications	
Techniques	1DA3	2DA3	3DA3	4DA3	4KG3	3KE3	4MI3
Visualization	X	X	X				X
Text/sentiment analytics					X		
Machine learning/AI							
Optimization		X		X			
Data mining					X		
Prediction	X	X	X		X		X
Tools							
Excel	X	X		X			
SAS							
SPSS							
SAP Hana							
Knime							
Tableau							
Hadoop/Spark ...							
R	X	X	X	X			X
Matlab							
SQL					X		
Application							
Health			X	X	X		
Manufacturing				X	X		
Marketing				X	X		X
Education				X			

Admission

With the move of 1DA3 to year 1, the expectation is that data management will not be a requirement for admission.

Faculty of Business – Curriculum Changes for 2020-2021

Background Preparation

Blended Learning Material:

R Programming for Dummies: <http://www.dummies.com/store/product/R-For-Dummies.productCd-1119962846.html>

Open Intro Statistics: <https://www.openintro.org/stat> (R and data sets)



Professional Designations

CAP

SAP

DeGroote
SCHOOL OF BUSINESS

RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

**DeGroote School of Business
McMaster University**

37. All sections of this form must be completed.
38. This form must be completed for all course changes.
39. If the committee has any questions regarding this proposal, who should be contacted?

Chair Name: Aaron Schat
Extension: 23946

40. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management

Faculty of Business – Curriculum Changes for 2020-2021

☒ Joint Areas (please specify): **HRM Area from Business and History from Humanities**

Proposed Course Details:

Course Title: **Social Entrepreneurship Capstone**

Course Code: **IBH 4AB6**

Instructor(s): **Benson Honig and Karen Balcom**

Credit Value: **6**

Prerequisites: Registration in Level 4 of the Integrated Business and Humanities Program

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

This is a new course that is to be included in the Integrated Business and Humanities (IBH) program.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

In this course students will learn to apply skills learned in entrepreneurship, social entrepreneurship and community engagement from an experiential perspective.

Statement of purpose (How does the course fit into the Faculty's programme?):

This is a required course in the Integrated Business and Humanities program

Expected class size (please provide context if below standard class-size: **60**)

Method of presentation of course material:

Lectures, Seminar, Site Visits, Experiential Learning

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):

Group projects and presentations

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? ☒ not offered elsewhere

Faculty of Business – Curriculum Changes for 2020-2021

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. x ☐ not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? ☒ not intended for students outside the faculty

A **draft course outline** is attached to this form. ☒ Yes, it is included.

**IBH 4AB6
Social Entrepreneurship Capstone
Course Outline**

**OB/HR/Management
DeGroote School of Business
McMaster University**

Course Objectives

This course is designed to unify the functional knowledge you gained during the program. This course will also give you a working knowledge of how organizations of all types create value across different dimensions. This course will enhance your capacity to do the job of a general manager responsible for setting strategy and managing performance and set these responsibilities within the context of ethical community engagement.

Course Description

In this course students will learn to apply skills learned in entrepreneurship, social entrepreneurship and community engagement from an experiential perspective. Students will work in teams examining and working with organizational data, conducting research, and analyzing either quantitative or qualitative data supplied by a partnering organization. Students will evaluate the current business environment, the community priorities and the economic system regarding a project. Projects will be identified by the instructors working with community groups such as NGOs, bilateral and multilateral organizations, social serving agencies, municipal government, and existing social entrepreneur ventures. The course will focus on team problem solving and consulting activities, requiring team members to apply research skills, analyze data, develop and enhance communication analytical skills as they address significant problems outlined by the NGO or community group organizations. Weekly reflexive diaries will be kept in order for students to self-evaluate their activities, challenges, learning opportunities, successes and failures. Our goals in this course are to prepare students for future career opportunities that will require applied research skills, communication skills, analytical tools, and ethical decision-making that will prepare them for economic, social and community development activities either in Canada or abroad.

Learning Outcomes

- Demonstrate comprehensive research skills, including the analysis of data
- Demonstrate and enhance communication skills, both written and oral
- Apply ethical standards to a team-oriented project
- Demonstrate leadership and critical thinking skills and apply them to practical problem-solving initiatives
- Demonstrate reflexive learning and critical self-examination

Evaluation

The final grade for this course will be calculated as follows:

Group social entrepreneurship project (group) (Includes project scoping, research review in project area, progress reports, final project report and presentation, evaluation by business/community partners)	70%
Reflections (individual)	30%
Total	100%

Structured Reflexive Writing [30%]

A key aim of this course is to provide the opportunity for students to think critically about the issues presented in relation to their experiences, their career goals, and their experiences while doing community engagement work. Students must be able to situate themselves in their relationship to a community/NGO and apply insights from scholarship exploring problems and potential in community engagement and social entrepreneurial ventures. Each student will be responsible for diarizing their activities, providing a thorough, critical, and thoughtful summation of their experiences as a student in this course. Students are encouraged to actively reflect on what they have learned during the project as well as relevant news, current events, or other relevant material related to their activity. Students will submit reflexive work at two-week intervals in the course and in summation at the end of the course.

Submissions will only be accepted through Avenue. **12-point Times New Roman font, 1.5 line spacing, and 1-inch margins. Structured Reflections should be submitted in Word (or equivalent) format.** Late submissions will be penalized at 10% a day. Please acknowledge intellectual debts and facts and figures in your reflection using a superscript number and endnotes. Correct formatting of citations is important; draw on the library citation guide (<https://library.mcmaster.ca/sites/default/files/businesscitation.pdf>) paying particular attention to page 6 and page 15 for endnote and citation support.

Group Social Entrepreneurship Project (70%) Each group will complete a final project. This will consist of a two-term consulting/research/application of a social entrepreneurship project, to be located either in Canada or in an emergent/developing economy. Project summary reports will be presented in the final class in front of the sponsoring NGOs, who, along with faculty, will critique their activities. They will also be presented in a community forum event.

Graded deliverables in this project include a team skills statement, a project proposal, an interim presentation, a final presentation to the class and partners on campus, a final event in the community (as defined by the community partner), a group process assessment (includes peer assessment and instructor assessment) and a written Final Report. The Final Report is the most significant graded element and will be up to 50 pages in length. The report must be a professional consulting report which details work completed, suggests next steps for the project's possible continuation, and includes copies of any materials created for the project (e.g., statistical analysis, financial statements, surveys, pamphlets, PPT slides for presentations, websites).

Faculty of Business – Curriculum Changes for 2020-2021

All assignments must be submitted in 12-point Times New Roman font, 1.5 line spacing, and 1-inch margins. Reflexive Papers must be submitted in and submitted in Word (or equivalent) format. Other assignments may include spreadsheets, slide decks and other formats as appropriate. Late submissions will be penalized at 10% a day. Please acknowledge intellectual debts and facts and figures in your project using a superscript number and endnotes to reports; draw on the library citation guide (<https://library.mcmaster.ca/sites/default/files/businesscitation.pdf>) paying particular attention to page 6 and page 15 for endnote and citation support.

Grade Conversion

At the end of the course, overall percentage grades will be converted to letter grades in accordance with the standard McMaster conversion scheme.

LETTER GRADE	PERCENT	LETTER GRADE	PERCENT
A+	90 - 100	C+	67 - 69
A	85 - 89	C	63 - 66
A-	80 - 84	C-	60 - 62
B+	77 - 79	D+	57 - 59
B	73 - 76	D	53 - 56
B-	70 - 72	D-	50 - 52
		F	00 - 49

Course Schedule: Project Process Flow for 24 Sessions

Session 1: Orientation to course, Delegation of team compositions. Students will review previous knowledge of McMaster's Principles of Community Engagement

Session 2: "Speed Meetings" with NGO representatives and teams. A matching/selection process occurs over the next three weeks. Students will have short, five-minute discussions with the representative NGOs in order to establish both the consulting 'problem' and opportunity. Following the speed-meeting format, students will proceed to rank their interest in various projects and prepare a team skills statement, which will then be matched by the instructors with the interests, needs and preferences identified by the NGOs.

Session 3-4: Quantitative methods. Lectures will proceed regarding quantitative uses of data, including SAS or SPSS, and students will be re-introduced to applied analysis of correlation, ANOVA, regression, factor analysis, and other relevant statistical techniques. Students will have an opportunity to work with sample data in utilizing quantitative analyses of social problems.

Session 5-6: Qualitative methods. Lectures will proceed regarding qualitative uses of data, including NVIVO, and be re-introduced to applied qualitative techniques, including data coding, interview techniques, focused interviews, ethnography, historical research, and other qualitative techniques. Students will have an opportunity to work with sample data in conducting qualitative analyses of social problems.

Session 7: Ethics and human studies. Students will learn the proper processes and procedures for the ethical study of human subjects, including the rules, regulations and requirements as applied in Canada and at McMaster. International requirements will also be discussed. Students will review previous training in structured self-reflexive analysis.

Session 8: During this week, team must arrange and organize either a teleconference or a personal meeting with the entire team and the organizational representative(s) to identify milestones and deadlines for the team project. These meetings must be completed by session 9. All team members are expected to individually contribute to this meeting.

Session 9-10: Teams will work collaboratively with their respective organization to develop a written project engagement proposal, as per IBH document "IBH Community Engagement Project Proposal" to be vetted by both the faculty and the NGO representative(s).

Session 11: Teams begin working on their project after approval by faculty mentor/advisor.

Session 12: Teams must arrange and organize a teleconference or a personal meeting with the entire team, the organizational representative(s), and one of the faculty instructors, to provide an update on team project objective, progress challenges, and individual responsibilities. All team members are expected to individually contribute to the meeting. Any required ethics protocol will be discussed. Data requirements and supplementary research and data will also be addressed. Beginning in week 12, students will submit a team-based peer review every two weeks. This review will assess the performance of each member of the group, including self-reporting, regarding their individual and group contributions to advance the project.

Faculty of Business – Curriculum Changes for 2020-2021

Session 13: First set of bi-weekly individual reflexive papers due. Students will discuss their initial perceptions, challenges, successes, and concerns regarding the goals and objectives of the final consulting project and report.

Sessions 14-23: Students focus primarily on the field work with their consulting organizations. All teams will meet every two weeks with a faculty member for a consulting/mentoring update. Each meeting of approximately one hour will include submitting formal outlines regarding the team activities, including revision of goals and challenges, learnings, and pathways of identifying solutions to stated problems. Each team will be provided with feedback from their faculty mentor to ensure ethical standards are maintained and that the project is advancing at an appropriate pace. Students continue to submit bi-weekly individual reflexive papers.

Session 18: Teams must arrange and organize a teleconference or a personal meeting with the entire team, the organizational representative(s), and one of the faculty instructors, to provide a second update on team project objective, progress challenges, and individual responsibilities. All team members are expected to individually contribute to the meeting. Any required ethics protocol will be discussed. Data requirements and supplementary research and data will also be addressed.

Session 24: Teams must give a 20-minute presentation to the class of undergraduates, IBH faculty, and when possible, to organizational representative(s). Ideally, students from Years 1-3 in the IBH programme will also attend. The presentations will cover their project objectives, findings, and professional development. All team members are expected to individually contribute to this presentation. Students must also submit a Project Portfolio for their collective learning team to both the project mentor(s) and the course instructors. This portfolio will include a final report outlining work



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

DeGroote School of Business McMaster University

41. All sections of this form must be completed.
42. This form must be completed for all course changes.
43. If the committee has any questions regarding this proposal, who should be contacted?

Chair Name: Claude Eilers
Extension: 23380

44. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☒ Joint Areas (please specify): **School of the Arts at the Faculty Humanities**

Proposed Course Details:

Course Title: **Leadership: Fostering Effective
Communication Through Visual Literacy**

Course Code: **IBH 4AA3**
Credit Value: **3**

Instructor(s): **Sabine Noack-Haley**

Faculty of Business – Curriculum Changes for 2020-2021

Prerequisites: Registration in Level 4 of the Integrated Business and Humanities Program

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

This is a new course that is to be included in the Integrated Business and Humanities (IBH) program.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

This course is designed to further expand students' foundation in ethical business practice in a leadership position; in critical thinking and verbal expression; and in business- and social history with a global perspective; it will detail these skills and qualities by providing students with acute awareness of the impact of the multi-faceted visual environment they will work in, and with the necessary skills of visual literacy to 'read', evaluate, manage and produce visual messages adequately in different socio-cultural settings. The importance of creativity that is at play in visual communication will be explored, and students will have an opportunity for hands-on experience with the creative process in making art. Experience with accessing their own creative potential will contribute to their professional success.

Statement of purpose (How does the course fit into the Faculty's programme?):

This is a required course in the Integrated Business and Humanities program

Expected class size (please provide context if below standard class-size: 60

Method of presentation of course material:
Lectures, Seminar, Experiential Learning

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):
Group projects, presentations, and individual written assignments

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? ☒ not offered elsewhere

Faculty of Business – Curriculum Changes for 2020-2021

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. ☒ not cross-listed elsewhere

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? ☒ not intended for students outside the faculty

A **draft course outline** is attached to this form. ☒ Yes, it is included.

IBH 4AA3:
Leadership: fostering effective communication through visual literacy (Year 4, term 1)
Course instructor: Dr. Sabine Noack-Haley

1. Course Objectives

The Year 4, term 1 course is designed to further expand students' foundation in ethical business practice in a leadership position; in critical thinking and verbal expression; and in business- and social history with a global perspective; it will detail these skills and qualities by providing students with acute awareness of the impact of the multi-faceted visual environment they will work in, and with the necessary skills of visual literacy to 'read', evaluate, manage and produce visual messages adequately in different socio-cultural settings. The importance of creativity that is at play in visual communication will be explored, and students will have an opportunity for hands-on experience with the creative process in making art. Experience with accessing their own creative potential will contribute to their professional success.

Intended learning outcomes:

- Section 1: Self-Awareness & Self-Management
 - in the visual presentation of self
 - in the material representation of company/institution
 - in the interaction with others
- Section 2: Understanding
 - the parameters of private and public projects
 - urbanism and the protection of nature
 - the role of art and architecture in shaping community life
- Section 3: Social-Awareness & Social-Management
 - Leadership and group behaviour
 - Group behaviour in cultural context
 - Importance and practice of creativity for critical and innovative thinking
 -

Upon completion of the course, the students will be equipped with a number of skills and qualities for their future leadership roles:

- Visual literacy
- The effective management of self-representation
- Awareness and sensitivity for social context
- Knowledge of (some) conditions and possibilities of private and public ventures
- Ethical-moral and practical aspects of the dynamic relationship between urbanism and nature
- The impact of man-made environments on community life
- Important qualities of leadership as they are mirrored in group response
- Differences in leadership qualities as they are demanded by different cultural contexts
- Cultivating creativity and leaving room for creativity as premises for positive progress

2. Textbooks, materials & fees

Course pack – will contain scholarly articles and portions of books, references to e-books at Mills Library, and links to Internet sites (see Appendix).

Additional reading and instructions for the writing assignments may be posted as the course progresses on the course website on 'Avenue to Learn'.

Faculty of Business – Curriculum Changes for 2020-2021

3. Method of Assessment

- 1) First writing assignment: 10%
- 2) Second writing assignment: 10%
- 3) Third writing assignment: 20%
- 4) Fourth writing assignment: 35%
- 5) Oral group presentation: 25%

4. Grading Scale:

A+ 90-100	B+ 77-79	C+ 67-69	D+ 57-59
A 85-89	B 73-76	C 63-66	D 53-56
A- 80-84	B- 70-72	C- 60-62	D- 50-52
		F	0-49

5. Schedule of lecture topics and readings

Section 1 (weeks 1-3): Micro stage:

The Leadership Journey continues: Self-Awareness & Self-Management

Visual presentation of self and of company/institution

Week 1: Visual perception and perceptual processes in the interaction between individuals

- Introduction: Images can visualize a reality in an imagined, fictional way (some examples)
- Through the analysis of historical paintings (e.g. portraits of the Medici, powerful merchant family of Florence in 15th/16th century), 20th Century photography, and contemporary media portraits, attributes of (self-) presentation will be recognized (such as attire, coiffure, objects of equipment); dangers of cultural appropriation in clothing
- In the same media (paintings, photography, online publication/social media), a second, deeper level of self-presentation whose layers reach into the subconscious will be studied: Body posture and facial expression (e.g. analyze artists' self-portraits. Then, analyze selfies)

The goals for the students will be to 'decipher' and evaluate visual impressions that they are subject to, and, on the other hand, to consciously and effectively manage the visual impressions that they themselves project. Respective to these two goals, students can draw on their previous learning of the *basic 5-stage perception model* and ask themselves:

- a) How do I react emotionally to what I see, and how do I recognize intentions?
- b) What image do I project? (e.g. when posting selfies)

Week 2: Visual perception of the physical environment / material context

Like in Week 1, students will practice assessing the emotional and psychological impact of visual impression – now focussing on architecture, interior design, and the state of preservation and maintenance of constructed environment. After an introductory lecture, these will be analyzed in chosen historical and contemporary examples via independent student research in published materials. (corresponds to 'New Program Proposal Update of January 2017': "fostering an international perspective in future leaders"; "develop their cultural sensitivity").

Two aspects will be emphasized here:

- a) What can I learn from architectural arrangements and the state of their preservation?
- b) What kind of architecture and interior décor matches my own (intended) self-image?

Widening perspectives: Ref. Excursion to Ecuador: The rural environment as workplace. Images from the province of Chimborazo (destination of IBH Year 2 excursion) will be analyzed to understand basic local socio-economic factors.

Week 3: Significance of 'diplomatic' gifts

Leadership in business and entrepreneurship entail network maintenance with business partners. Such 'diplomatic' relationships have been of special significance since Antiquity: While positive contacts are cultivated, products are being promoted and the producing workshops / companies, their expertise, style etc. are advertised as representative of a whole realm (kingdom, monastic institution, business consortium, etc.). Students will learn about historic examples of the trans-cultural exchange of goods that served political as well as commercial functions, and they will discover parallels in modern business practices with a global perspective. Through the study of concrete examples, students will be enabled to appraise:

- a) What represents me as a business contact for the other?
- b) What represents my company, my city, my province, my country?
- c) What matches the scope of the business contact?
- d) The role of art as gift in business diplomacy

Note: First writing assignment due on first day of the week

Section 2 (weeks 4-8): Mezzo stage**(connecting to themes of Year 3: Management Skills Development):**

The larger picture from an ethical perspective: Parameters of private and public projects, urbanism and the protection of nature, and the role of art and architecture in shaping community life

Week 4: Commission, sponsorship, and fundraising in great architectural projects

Approaching the subject with critical thinking, famous building sites and their functioning will be examined.

- E.g. Persepolis, palace complex of the ancient Persian Achaemenid Empire (ca. 550–330 BCE), was constructed by commission and sponsorship of the king. At the same time, the reliefs of its walls illustrate the basis of the king's wealth: his 'subjects' - peoples from the different territories under Persian dominance – are parading to pay their taxes. The palace complex fulfilled a dual purpose for this event: the spring festival (beginning of the new year) was the moment of tax payments – a practical function; on the other hand, the architecture in its dimensions and richness of materials and skill on display served to impress, to convey the rightfulness of a system that was based on the extraordinary social status which the king claimed for himself (backed by force), thereby solidifying this social system of 'empire'. This system and its maintenance are idealized as a great achievement of the king's virtue.
- E.g. in Classical Athens, in turn, 'democracy' (participation of male adults with citizen status) provided the framework for decision processes concerning building projects of the city-state (revenue consisted mostly in the proceeds of war and subsequent tribute income). Large building projects (such as the temples on the Acropolis) therefore explicitly represent community, and could serve also as treasure houses for community wealth.
- Gothic cathedral building was of such material magnitude that different methods of fundraising, sometimes with international reach, were employed. Representatives of local institutions (other than the Church), such as corporations of craftsmen, made visible contributions by financing, for example, a stained glass window.
- Today, we may find the name of a sponsor and/or commissioner (e.g. L.R. Wilson) attached to a building that benefits a larger community. This embodies a concept known since Antiquity under the Greek term *euergetism* (beneficence as virtue of rulers and aristocracy [today: virtue of wealthy citizens]).
- An innovative community model of the present is 'crowd funding' – a mechanism that students will be asked to analyze themselves through concrete local examples (such as Westdale Theatre).

Through these different examples, students will be enabled to distinguish methods that are associated with:

- a) An individual (private investment or donation)
- b) A Society, corporation, business, or institution
- c) Community models ('crowd funding')

Week 5: Urbanism

Urban life is the typical environment of business. Time management restraints, commuting, and consequences of lateness are often taxing, and 'mood', politeness/respect and consideration for others can decline. Students will reflect on and discuss the question "How do expectations of 'mobility' today impact on the interaction between people?" by analyzing the reality of big Canadian cities under two main aspects:

- a) Organization of space and the dynamics between 'private' and 'public': studying city grids
- b) Organization of movement in city space: foot- and vehicle traffic

- The awareness of stress factors and their causes that the students will acquire will teach them to avoid negative consequences (such as, e.g., aggressive behaviour) with the help of knowledge.

- City planning also has political rationales, with defined sectors that are purpose-bound and can also follow ideas of social management. Awareness for the socio-political use of construction in American cities is raised by Sarah Schindler, "Architectural Exclusion: Discrimination and Segregation Through Physical Design of the Built Environment". *The Yale Law Journal* 124, 2014-2015, Nr. 6, April 2015, pp. 1836-2201. <https://www.yalelawjournal.org/article/architectural-exclusion>

Note: Second writing assignment due on first day of the week

Week 6: Relationship between architecture, nature, and landscape paintings on a wall

Expanding on the results of Week 5, students will explore contemporary developments of sustainability, innovations in the energy sector (in particular, energy-efficient construction), the appreciation of nature as a necessary resource, the respect of nature for its own right to exist, and the enjoyment of nature for its beauty (which, additionally, carries recreational value). Students will gain a historical and multicultural perspective on these matters through examples from different times and countries, and will explore the questions

- a) How do the relationships between architecture, nature, and landscape paintings on a wall reflect a society's attitudes and connections to nature?
- b) Is there a tension between dominance and romanticism, between reality and idealism?
- c) How does the urbanite relate to the country side?

- The urbanite's (common) detachment from nature

- By contrast: Gardens – taming the wild to reflect the order and design of the Universe - Ancient *topos*: the garden as visualization of paradise, providing abundance and beauty by harnessing the forces of nature

- Bringing nature into the architectural space and building architectural space with respect towards pre-existing nature

- The influence of architecture on urban micro-climates

Week 7: Reading week – no classes (tbc)

Week 8: Art as commodity

In the previous weeks, students have looked at art as a means of visual communication and creative expression of ideas, reflections, and spiritual, socio-political and cultural-historical concepts. In Week 8, they will look at art as merchandise and investment property. As art has no immediate 'practical use' and its purely material value can be minimal, the following questions will be raised:

- a) What do pricing dynamics reveal about the subjectivity of motives for purchase? (scenario: art auction)
- b) The rule of 'supply and demand' (ref. artist's œuvre), and other aspects of pricing
- c) The monetary value of 'prestige'
- d) And finally: How does art in corporate spaces reflect the opportunism of purchase?

Week 9: Branding with 'icons'

Art appreciation – apart from art's function for financial investment – comprises deep respect for artistic tradition, historical context, and, above all, for the artist as extraordinarily gifted and skilled individual. Accordingly, images of famous works of art and architecture (Mona Lisa, Eiffel Tower, etc.) have acquired iconic status. At the same time that these works inspire admiration, however, their reproduction in a wide range of reproductive quality often reduces the work itself to a cipher that stands for something else. The students will be required to engage in critical analysis and ethical reasoning revolving around questions:

- a) What degree of cultural knowledge is involved in such uses?
- b) When is this 'appropriation' appropriate from an ethical point of view, and when might it not be?

Note: Third writing assignment due on first day of the week

Section 3 (weeks 9-13): Macro stage:

The Leadership Journey comes to fruition: Social-Awareness & Social-Management

Week 10: Leadership and group behaviour depicted

The Gothic wall paintings (mid 14th century) in the Palazzo Pubblico, seat of the governing council of the city-state of Siena (Italy), were commissioned by the council. They depict 'The Allegory of Good and Bad Government' and contain a multitude of symbolic, allegorical, and real-life figures. Students will be introduced to formal devices of distinction between the figures according to their role and importance. It will become apparent how the artist used features and formal elements that identify the position of each figure in the overall context, making figures in leadership positions stand out, in juxtaposition with figure groups that relate, in their body postures, to the leading figures.

Week 11: Group behaviour in cultural context

The French 19th century painting 'Royal visit to Napoleon III: the supper in the Salle de Spectacle, Versailles' and other examples will be scrutinized for

- Table manners and other manners in different cultures (as represented in art)

Week 12: What is creativity?

In contrast with manners – which respond to expectations -, creativity generates the unexpected. The unpredictability of the outcome of a creative process marks true innovation. This will be approached via observations of long-term developments in one or two chosen themes in art, for example 'family relationships':

- Analysis of sculpture through the centuries: models, traditions, innovation

Week 13: Being creative in art

The students get to produce a piece of art work and experience the creative process in themselves.
Suggestion: design a gift (for business partners) that represents IBH.

The students will read some text by M. Csikszentmihalyi on creativity and 'flow'. Emphasis will be placed on reflections about:

- a) How can I maintain a state of 'flow'?
- b) How can creativity further business decisions?

Week 14: Summaries

- a) 10 short oral group presentations on the 10 themes of the course
- b) Prof's summary

Note: the oral presentation may take up all of the last week – if five members per group, each should be 5 x 5 = 25 minutes

Note: Fourth writing assignment due on first day of the week

Appendix: Readings

Week 1:

- Dennis O'Neil [Palomar College, San Marcos, California]: Interactive website on 'Hidden Aspects of Communication' https://www2.palomar.edu/anthro/language/language_6.htm
- <https://www.metmuseum.org/art/online-features/viewpoints> Metropolitan Museum of Art, New York: "Viewpoints: Body Language - How does the sculpted body communicate? Hear from Met experts, leading authorities, and rising stars, each with a unique perspective on the language of gesture, facial expression, and pose. **Hear** diverse viewpoints from curators, educators, musicians, theater actors and directors, neuroscientists, and a deaf American Sign Language user. **Watch** videos of dancers and choreographers interpret the body's expression. [...] *Body Language* features twenty works of sculpture from three departments: European Sculpture and Decorative Arts, Medieval Art, and the American Wing."
- Excerpts from: Albert E. Schefflen with Alice Schefflen, *Body language and the social order; communication as behavioral control* (Englewood Cliffs, NJ: Prentice-Hall, 1973).
- https://www.youtube.com/watch?v=C_G1FeTB4so body language performance by Stefan Verra

Week 2:

- Excerpts from: Bandmann, Günter. *Early Medieval Architecture as Bearer of Meaning*. Translated, with an introduction, by Kendall Wallis (New York: Columbia University Press, 2005)
- Herschberger, Robert G. "Architecture and Meaning." *Journal of Aesthetic Education*, vol. 4, no. 4, 1970, pp. 37–55. *JSTOR*, www.jstor.org/stable/3331285.
- Excerpts from: Myerson, Jeremy, and Philipp Ross, *The 21st century office. Architecture and design for the new millennium* (New York: Rizzoli, 2003)
- Excerpts from: Burke, Peter, *What is Cultural History?* 3rd ed. (Cambridge, UK: Polity Press, 2019)
- Public involvement in saving heritage architecture: <https://www.youtube.com/watch?v=pGKlyScpwh8>
- To be read critically: <https://atlanticbay.com/blog/homeownership/neighbors-affect-property-value/> [Atlantic Bay Mortgage Group]
- about artist S. Salgado (photographs from Chimborazo): <https://blog.pitusa.co/sebastiao-salgados-other-americas-in-los-angeles/>

- about land conflict in Chimborazo: <https://www.culturalsurvival.org/publications/cultural-survival-quarterly/land-issue-ecuadorian-highlands> (1990); also:
- <http://www.fao.org/forestry/watershedmanagementandmountains/74919/en/> (2011-2019)

Week 3:

- <https://www.nytimes.com/1985/06/13/arts/art-is-a-new-government-tool-for-business-and-diplomacy.html>
- <https://www.nytimes.com/1984/02/04/us/when-gifts-demand-subtle-high-diplomacy.html>
- <https://www.state.gov/discoverdiplomacy/diplomacy101/people/203502.htm>
- <https://www.smithsonianmag.com/smithsonian-institution/a-season-for-giving-5-diplomatic-gifts-to-the-us-in-the-smithsonian-collections-12027655/>
- http://www.oic-ci.gc.ca/eng/inv-inv_not-inv-sum-som-inv-not_sum_1995-1996_8.aspx
- https://www.thestar.com/news/canada/2012/06/15/new_museum_displays_diplomatic_gifts_and_chrtien_legacy.html
- Carrió-Invernizzi, Diana. "Gift and Diplomacy in Seventeenth-Century Spanish Italy." *The Historical Journal*, vol. 51, no. 4, 2008, pp. 881–899. *JSTOR*, www.jstor.org/stable/20175207
- Molà, L. (2017). Material Diplomacy. In Z. Biedermann, A. Gerritsen, and G. Riello (Eds.), *Global Gifts: The Material Culture of Diplomacy in Early Modern Eurasia* (Studies in Comparative World History, pp. 56-87). Cambridge University Press. Doi:10.1017/9781108233880.004
- Excerpts from: Buckler, F. W. (Francis William), Harunu'l-Rashid and Charles the Great (The Mediaeval academy of America, 1931)
- Rota, Giorgio, Safavid Envoys in Venice, in: Ralph Kauz, Giorgio Rota, Paul Niederkorn (Hg.), *Diplomatisches Zeremoniell in Europa und im Mittleren Osten in der Fruehen Neuzeit* (Wien, 2009) pp. 213-249 + 2 plates. https://www.academia.edu/3688711/Safavid_envoys_in_Venice
- Chaiklin, Martha, The Merchant's Ark: Live Animal Gifts in Early Modern Dutch-Japanese Relations <http://worldhistoryconnected.press.uillinois.edu/9.1/chaiklin.html>

Week 4:

- Excerpts from: Kraus, Henry, *Gold was the mortar : the economics of cathedral building* (1979)
- Kemp, Wolfgang, *The Narratives of Gothic Stained Glass* (Cambridge University Press, 1997), Part 3 Chapter 1: The corporations as donors (pp. 163-177).
- Norman, Diana, "'The glorious deeds of the commune': civic patronage of art." In: *Art, Society and Religion 1280-1400. Volume 1: Interpretative Essays* (Yale University Press, 1995) Ed. Diana Norman (pp. 132-153).
- <https://www.thespec.com/news-story/9104823-pair-of-independent-cinemas-staging-hamilton-re-openings-in-new-year/>

Week 5:

- Excerpts from: D.J. Walmsley, G.J. Lewis, *People and Environment: Behavioural Approaches in Human Geography* (London: Longman, 1984)
- Excerpts from: Hirsh, Max, *Airport urbanism: infrastructure and mobility in Asia* (e-book, 2016 – through Mills)

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- Excerpts from: Sullivan, Robert E., *Twenty-first century urbanism: a new analysis of the city* (London: Routledge, 2018).
- <https://www.youtube.com/watch?v=iwlhkhQpzJo> – example China: logistic challenges of inter-urban movement by train at peak events (e.g. New Year celebration)
- https://www.youtube.com/watch?v=EX_2io_FrCM city of the future (40 mins.; Oona Horx-Strathern)

Week 6:

- Excerpts from: Bonnie L. Grad and Timothy A. Riggs, *Visions of city & country: prints and photographs of nineteenth-century France* (University of Massachusetts Press, 1982).
- *City and country in the ancient world*, edited by John Rich and Andrew Wallace-Hadrill (e-book, 1991, Mills Library)
- <https://www.bloomsburyappliedvisualarts.com/featured-content> sustainable 'land art'
- <https://www.archdaily.com/912305/house-in-samambaia-rodrgo-simao-arquitetura>

Week 8:

- Students to perform Internet research in Sotheby's and Christie's auction house catalogues
- Newspaper reporting (e.g.: <https://www.scmp.com/news/world/europe/article/2114335/no-buyers-christies-auction-us78-million-francis-bacon-painting>)
- Excerpts from: Rochelle Ziskin, *Sheltering art: collecting and social identity in early eighteenth-century Paris* (The Pennsylvania State University Press, 2012)
- Excerpts from: Georges Loranger, *An essay on private and public art collecting in Canada : (the tip of the Canadian icejam)* (Toronto: G. Loranger, 1985)

Week 9:

- *Fashion Branding and Communication: Core Strategies of European Luxury Brands* / edited by Byoung-ho Jin, Elena Cedrola (e-book, 2017, through Mills)
- Olga Louisa Kastner, *When Luxury Meets Art: Forms of Collaboration between Luxury Brands and the Arts* (e-book, 2014, through Mills)
- Excerpts from: *Regenerating culture and society: architecture, art and urban style within the global politics of city-branding* / edited by Jonathan Harris and Richard J. Williams (Liverpool University Press, 2011)

Week 10:

- Frugoni, Chiara, *Pietro and Ambrogio Lorenzetti* (Calenzano: Scala Books, 1988), pp. 63-78
- Becker, Audrey, "Verbal and Nonverbal Diplomatic Communication at the Imperial Court of Constantinople (Fifth-Sixth Centuries). *Dumbarton Oaks Paper* 72, 2018, pp. 79-92.
- Poeschke, Joachim, *Italian Frescoes. The Age of Giotto, 1280-1400* (New York and London: Abbeville Press Publishers, 2005), pp. 290-309
- Norman, Diana, *Painting in Late Medieval and Renaissance Siena (1260-1555)* (Yale University Press, 2003), pp. 98-104

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Week 11:

- Excerpts from: Lévi-Strauss, Claude, *The origin of table manners. Introduction to a Science of Mythology* (Worcester and London: The Trinity Press, 1978)
- Excerpts from: Ishige, Naomichi, *The History and Culture of Japanese Food* (London, New York, Bahrain: Kegan Paul, 2001)

Weeks 12 & 13:

- Excerpts from: Sheffield, Rob, *How Leaders Learn to Boost Creativity in Teams. Innovation Catalysts* (London: World Scientific Publishing Europe Ltd., 2019)



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 New Course Proposal

DeGroote School of Business McMaster University

45. All sections of this form must be completed.
46. This form must be completed for all course changes.
47. If the committee has any questions regarding this proposal, who should be contacted?

Chair Name: Aaron Schat
Extension: 23946

48. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☒ Human Resources and Management
☐ Information Systems
☐ Operations Management
☐ Joint Areas (please specify): **HRM Area from Business and History from Humanities**

Proposed Course Details:

Course Title: **Leadership Effectiveness: Building Personal and Organizational Success**

Course Code: **IBH 4BA3**
Credit Value: **3**

Instructor(s): **TBD**

Faculty of Business – Curriculum Changes for 2020-2021

Prerequisites: Registration in Level 4 of the Integrated Business and Humanities Program

Rationale: Explain briefly the reasons behind the recommendation. If the course is being re-named, give the old and new titles, and old and new course numbers. If the course is to be cancelled, state the rationale.

This is a new course that is to be included in the Integrated Business and Humanities (IBH) program.

Course Description: Provide a brief description to be included in the Undergraduate Calendar (max. 6 lines).

The objective of this course is to prepare students to take on increasingly higher levels of leadership in their organizations, creating career paths for personal success, organizational effectiveness and contribution to society at large

Statement of purpose (How does the course fit into the Faculty's programme?):

This is a required course in the Integrated Business and Humanities program

Expected class size (please provide context if below standard class-size: 60

Method of presentation of course material:
Lectures

Method of evaluation (exams, essays, assignments, group projects, class participation, etc.):
Group projects, presentations, and exams

To prevent overlap, is a similar course being offered elsewhere on campus? If so, please attach any relevant correspondence with the other area(s) or department(s)? ☒ not offered elsewhere

If the proposed course is to be **cross-listed** in another department/faculty, please attach relevant correspondence with the department/faculty. ☒ not cross-listed elsewhere

Faculty of Business – Curriculum Changes for 2020-2021

If this course is intended primarily for students **outside the DeGroote School of Business**, have you the support of the department concerned? ☒ not intended for students outside the faculty

A **draft course outline** is attached to this form. ☒ Yes, it is included.

IBH 4BA3
Leadership Effectiveness: Building Personal and Organizational Success
Course Outline

OB/HR/Management
DeGroote School of Business
McMaster University

Course Objectives

The objective of this course is to prepare students to take on increasingly higher levels of leadership in their organizations, creating career paths for personal success, organizational effectiveness and contribution to society at large.

Course Description

This course reviews the key concepts, approaches, models and theories of leadership. It develops students' understanding of major elements of leadership research and will equip students to critically evaluate the popular writing on leadership and consider their own leadership potential and how to develop it. Fundamental leadership skills will be introduced with opportunities for student self-diagnosis. The objective of the course is to prepare students to take on increasingly higher levels of leadership in their organizations, creating careers for personal and organizational success. Leadership progression is presented in a number of ways, including student teams interview practicing managers about leadership progression then present their findings to the class and a written report to the professor. Students teams read and review a practitioner targeted book then present the review to the class and a written report to the professor. Content is delivered through text readings, lectures and guest lectures. There are two tests, no exam, and class participation is marked.

Learning Outcomes

Upon successful completion of this course, students will:

- Understand the role of effective leadership in organizational effectiveness and career progression.
- Understand the changing nature of leadership over ascending levels of leadership
- Have considered their own leadership strengths and weaknesses and how they can further develop themselves for leadership roles.
- Have started developing a strategy for their own leadership careers which appreciates organizational context as well as their own leadership capabilities.

Evaluation

Book Report Class Briefing (Team)	10%
Book Report, Written (Team)	10%
Test 1 (Individual)	20%
Test 2 (Individual)	20%
Executive Interview Class Briefing (Team)	10%
Executive Interview Written Report (Team)	10%
Class Participation (Individual)	<u>20%</u>
Total	100%

Grade Conversion

At the end of the course, overall percentage grades will be converted to letter grades in accordance with the standard McMaster conversion scheme.

LETTER GRADE	PERCENT	LETTER GRADE	PERCENT
A+	90 - 100	C+	67 - 69
A	85 - 89	C	63 - 66
A-	80 - 84	C-	60 - 62
B+	77 - 79	D+	57 - 59
B	73 - 76	D	53 - 56
B-	70 - 72	D-	50 - 52
		F	00 - 49

Course Schedule

Week 1	<u>Introduction: Career Opportunities</u>	Daft, R., Chapter 1: What Does It Mean to Be a Leader? Drotter, S., & Charan, R. 2001 Building Leaders at Every Level: A Leadership pipeline. <i>Ivy Business Journal</i> , May/June 2001, 21-27. Lombardo, M., & Eichinger, R. 2000 High Potentials as High Learners. <i>Human Resources Management</i> , 39(4), 321-329.
Week 2	<u>Transition 1: To First Line Leader</u>	Medcof, J., 2019 Characteristics of Promotable Individual Contributors Daft, R., Chapter 10: Leading Teams , 293-308 Benjamin, B., & O'Reilly, C. 2011 Becoming a Leader: Early Career Challenges Faced by MBA Graduates. <i>Academy of Management Learning & Education</i> , 10(3), 452-472.
Week 3	<u>Leadership of the Primary Team (1)</u>	Daft, R., Chapter 2: Traits, Behavior, and Relationships , pp 35-46, 55-57. Daft, R., Chapter 3: Contingency Approaches to Leadership , pp 65-69, 77-88 Daft, R., Chapter 10: Leading Teams , 308-317
Week 4	<u>Leadership of the Primary Team (2)</u> Some briefings on book reports	Daft, R., Chapter 12: Leadership Power and Influence Kotter, J. 1995 Leading Change: Why Transformation Efforts Fail. <i>Harvard Business Review</i> , 73(2), 59-67 Crews, J. 2013 Harry Potter and the Intentional Change. <i>Organization Development Journal</i> , 31(3), 17-22.
Week 5	<u>The Social Context of Leadership</u> Some briefings on book reports Some book reports due	Medcof, J., (2019) The Social Context of Leadership Daft, R., Chapter 7: Followership Neilsen, E., & Gypen, J. 1979 The Subordinate's Predicaments. <i>Harvard Business Review</i> , 57(5), 133-143 Casciaro, T. 2016 Learn to Love Networking. <i>Harvard Business Review</i> , 94(5), 104-107 Ibarra, H & Hunter, M. 2007 How Leaders Create Networks. <i>Harvard Business Review</i> , 85(1), 40-47

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Week 6	<u>The Leadership Pipeline (1)</u> <u>Some book reports due</u>	Galer, J., Vriesendorp, S., & Ellis, A. 2005 Moving Up the Leadership Ladder. Chapter 4, pp 81-113, in Managers Who Lead. Management Sciences for Health: Cambridge MA
Week 7	<u>Test 1: Covering weeks 1 - 5</u>	
Week 8	<u>The Leadership Pipeline (2)</u>	Watkins, M. 2012 How Managers Become Leaders. Harvard Business Review, 90(6), 64-72. Gratton, L., & Erickson, T. 2007 Eight Ways to Build Collaborative Teams. Harvard Business Review, 85(11), 100-109
Week 9	<u>Top leadership</u> <u>Some briefings on interviews</u>	Daft, R., Chapter 13: Creating Vision and Strategic Direction Daft, R., Chapter 14: Shaping Culture and Values
Week 10	<u>You and Leadership</u> <u>Some briefings on interviews</u> <u>Some</u> <u>interview reports due</u>	Daft, R., Chapter 4: The Leader as an Individual Daft, R., Chapter 5: Leadership Mind and Emotion Rangarajan, D. et al 2017 Strategic Personal Branding – and How it Pays Off. Business Horizons, 60, 657-666.
Week 11	<u>Self-Leadership and Management</u> <u>Some interview reports due</u>	Parker, S., & Liao, J. 2016 Wise Proactivity: How to be Proactive and Wise in Building Your Career. Organizational Dynamics, 45, 217-227 Zhang, Y. et al 2013 Trouble Ahead: Derailment Is Alive and Well. Thunderbird International Business Review, 55(1), 95-102 Seibert, S. et al, 2016 Developing Career Resilience and Adaptability. Organizational Dynamics, 45, 245-257
Week 12	<u>Test 2: Covering weeks 6, 8 - 11</u>	



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 Course and Calendar Change Proposal Form

DeGroote School of Business McMaster University

49. All sections of this form must be completed.
50. This form must be completed for all course changes.
51. If the committee has any questions regarding this proposal, who should be contacted?

Instructor's Name: **NA**

Extension: x

52. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☒ Human Resources and Management
☐ Information Systems
☐ Operations Management
☐ Student Experience Office
☐ Joint Areas (please specify):

Nature of recommendation (check whichever is applicable):

- ☒ Course cancellation
☐ Change in delivery (blended/online/etc)
☐ Change in prerequisites / corequisites

Faculty of Business – Curriculum Changes for 2020-2021

- ☐ Change in course title
- ☐ Change in credit value: from credits to credits
- ☐ Change in Academic Calendar Text
- ☐ Other:

Current Course Description

Course Title: **Leadership Capstone**

Course Code: **IBH 4AA6**

Rationale: Explain briefly the reasons behind the recommendation for change.

The course was not offered at all, and it will be replaced with two three-unit courses

Please copy and paste the text as it appears now in the calendar, and then provide a strikethrough edit as proposed. Please visit <http://academiccalendars.romcmaster.ca> for the most complete version of this calendar.



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 Course and Calendar Change Proposal Form

DeGroote School of Business McMaster University

53. All sections of this form must be completed.
54. This form must be completed for all course changes.
55. If the committee has any questions regarding this proposal, who should be contacted?

Instructor's Name: **Trevor W. Chamberlain**
Extension: **x 23980**

56. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☒ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☐ Student Experience Office
☐ Joint Areas (please specify):

Nature of recommendation (check whichever is applicable):

- ☐ Course cancellation
☐ Change in delivery (blended/online/etc)
☐ Change in prerequisites / corequisites
☐ Change in course title

Faculty of Business – Curriculum Changes for 2020-2021

- ☐ Change in credit value: from [] credits to [] credits
☐ Change in Academic Calendar Text
☒ Other: **Change in course code to COM 2FB3**

Current Course Description

Course Title: **Managerial Finance**

Course Code: **COM 3FA3**

Rationale: Explain briefly the reasons behind the recommendation for change.

The course is now offered in the second year of the undergraduate program.

Please copy and paste the text as it appears now in the calendar, and then provide a strikethrough edit as proposed. Please visit <http://academiccalendars.romcmaster.ca> for the most complete version of this calendar.

N/A



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 Course and Calendar Change Proposal Form

DeGroote School of Business McMaster University

57. All sections of this form must be completed.
58. This form must be completed for all course changes.
59. If the committee has any questions regarding this proposal, who should be contacted?

Instructor's Name: **Greg Rombough**
Extension: **x 27213**

60. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☒ Finance and Business Economics
☐ Human Resources and Management
☐ Information Systems
☐ Operations Management
☐ Student Experience Office
☐ Joint Areas (please specify):

Nature of recommendation (check whichever is applicable):

- ☐ Course cancellation
☒ Change in delivery (blended/online/etc)
☐ Change in prerequisites / corequisites
☐ Change in course title

Faculty of Business – Curriculum Changes for 2020-2021

- ☐ Change in credit value: from [] credits to [] credits
☐ Change in Academic Calendar Text
☐ Other:

Current Course Description

Course Title: **Market Trading with Options and Futures**

Course Code: **COMMERCE
3FI3**

Rationale: Explain briefly the reasons behind the recommendation for change.

Due to planned construction, the current facility on main campus will not be available.

Please copy and paste the text as it appears now in the calendar, and then provide a strikethrough edit as proposed. Please visit <http://academiccalendars.romcmaster.ca> for the most complete version of this calendar.

COMMERCE 3FI3 - Market Trading with Options and Futures

3 unit(s)

This experiential course develops practical skills in trading financial securities -money market instruments, bonds, equities, indices, ETFs, currencies, commodities and their corresponding options focusing on trading strategies that minimize market exposure through risk measurement

Lectures (three hours)

****Please note, the course will utilize the Trading Floor facilities at the Ron Joyce Centre located in Burlington Ontario.**

Prerequisite(s): COMMERCE 3FA3 and registration in level III or above in any Honours Bachelor of Commerce or Engineering and Management program or Level IV of the Commerce program. Enrolment is limited.



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 Course and Calendar Change Proposal Form

DeGroote School of Business McMaster University

61. All sections of this form must be completed.
62. This form must be completed for all course changes.
63. If the committee has any questions regarding this proposal, who should be contacted?

Instructor's Name: **Aaron Schat**
Extension: **x 23946**

64. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☒ Human Resources and Management
☐ Information Systems
☐ Operations Management
☐ Student Experience Office
☐ Joint Areas (please specify):

Nature of recommendation (check whichever is applicable):

- ☐ Course cancellation
☐ Change in delivery (blended/online/etc)
☒ Change in prerequisites / corequisites
☐ Change in course title

Faculty of Business – Curriculum Changes for 2020-2021

- ☐ Change in credit value: from [] credits to [] credits
☐ Change in Academic Calendar Text
☐ Other:

Current Course Description

Course Title: Management Skills Development

Course Code: **COMMERCE
3S03**

Rationale: Explain briefly the reasons behind the recommendation for change.

This is one of the only courses that doesn't allow for engineering and management students. Only Commerce students. We do not want to prevent engineering and management students from taking this course.

Please copy and paste the text as it appears now in the calendar, and then provide a strikethrough edit as proposed. Please visit <http://academiccalendars.romcmaster.ca> for the most complete version of this calendar.

COMMERCE 3S03 - Management Skills Development

3 unit(s)

The purpose of this course is to provide the necessary cognitive and behavioural skills that students need to develop themselves as competent managers through the acquisition and practice of personal, interpersonal, and group skills.

Lectures (three hours)

Prerequisite(s): COMMERCE 2BC3 ~~or IBH 2AC3~~; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).

Antirequisite(s): IBH 3AA3



RECOMMENDATION FOR CHANGE IN UNDERGRADUATE CURRICULUM FOR 2020-2021 Course and Calendar Change Proposal Form

DeGroote School of Business McMaster University

65. All sections of this form must be completed.
66. This form must be completed for all course changes.
67. If the committee has any questions regarding this proposal, who should be contacted?

Instructor's Name: Brian Detlor
Extension: x **23949**

68. A faculty representative will be required to attend the DeGroote Undergraduate Curriculum & Calendar Committee meeting and the DeGroote Faculty of Business meeting at which this recommendation for change in undergraduate curriculum is to be discussed.

Submitted by which area group (select one):

- ☐ Strategic Management
☐ Marketing
☐ Health Policy and Management
☐ Accounting and Financial Management Services
☐ Finance and Business Economics
☐ Human Resources and Management
☒ Information Systems
☐ Operations Management
☐ Student Experience Office
☐ Joint Areas (please specify):

Nature of recommendation (check whichever is applicable):

- ☐ Course cancellation
☐ Change in delivery (blended/online/etc)
☒ Change in prerequisites / corequisites
☐ Change in course title
☐ Change in credit value: from credits to credits

Faculty of Business – Curriculum Changes for 2020-2021

- ☐ Change in Academic Calendar Text
☐ Other:

Current Course Description

Course Title: Introduction to FinTech

Course Code: **COMMERCE
4FY3**

Rationale: Explain briefly the reasons behind the recommendation for change.

Currently, the course only requires 3FA3/2FB3 but it does not specify a required program like most of our other courses.

Please copy and paste the text as it appears now in the calendar, and then provide a strikethrough edit as proposed. Please visit <http://academiccalendars.romcmaster.ca> for the most complete version of this calendar.

COMMERCE 4FY3 - Introduction to FinTech

3 unit(s)

The course provides a broad overview of the financial technology (FinTech) industry. Specifically, it will cover; how financial services have evolved key players and their roles; existing products, how FinTech has evolved key players and their innovations; technologies underpinning FinTech innovations, major FinTech innovations and their impact on financial services, regulations governing the financial services industry and how to identify and analyze future trends/opportunities of FinTech.

Lectures (three hours)

Prerequisite(s): COMMERCE 2FB3 (or 3FA3) or IBH 3AC3; and registration in any Bachelor of Commerce or Engineering and Management program or relevant minor (see Note 5).

FACULTY OF HUMANITIES

UNDERGRADUATE CURRICULUM REPORT

TO UNDERGRADUATE COUNCIL

FOR THE 2020-21 CALENDAR

FEBRUARY 2020

FACULTY OF HUMANITIES
CURRICULUM REVISIONS FOR 2020-21
Addendum

1.0 NEW COURSES:

1.1 GERMAN 2FT3 – The Fairy Tale (Taught in English)

3 unit(s)

An examination of fairy tales from a variety of cultures and historical periods with particular emphasis on German tradition and the work of the Grimm Brothers. Students will also explore theories of the folktale and their implications for our understanding of other literary genres.

Three hours; one term

Prerequisite(s): Registration in Level II or above of any program

Antirequisite(s): ENGLISH 3F03

Enrolment: 100

Justification: *This course will align with faculty teaching commitments, and provide an elective offering.*

1.2 JAPANESE 2X03 – Japanese Anime (Taught in English)

3 unit(s)

This course introduces students to Japanese popular culture and the art of Japanese animated film known as Anime. The course will situate Anime in the context of Japanese film and visual art.

Three hours; one term

Enrolment: 100 Reserve capacities: 5 for RC-LNG; 5 for RC-COGL

Justification: *We do not offer any Japanese culture courses at the moment and we believe that the art of Japanese animated films, the so called Anime, may attract a number of students as a popular elective, especially those who normally do not take language courses. The course will situate Anime in the context of Japanese film and visual art. The course will be offered on rotation with Japanese 2ZZ3.*

1.3 THTRFLM 2MM3 - Movies and Me

3 unit(s)

An examination of popular film as a social practice, considering both how mainstream movies take up social issues and how audiences interact with films and film culture.

2 hour lecture, 1 film screening; one term

Prerequisite(s): Registration in Level II or above

Enrolment: 620

Justification: *This course will contribute to the School's determination to increase student access to arts research practice. In particular, it will alert students to the powerful influence popular cinema has on their understanding of themselves and the world in which they live, complementing (but differing from) THTRFLM 2FA3 in its focus on popular film and its attention to considerations of spectatorship and film culture as well as textual analysis.*

2. REVISIONS TO EXISTING COURSES:

2.1 FRENCH 1A06 A/B - Introduction to French Studies: Advanced Level

6 unit(s)

Equivalent to FRENCH 2M06. Review of grammar, oral and written practice, and introduction to literary analysis.

Four hours (including one oral French tutorial); two terms

Prerequisite(s): Grade 12 French U (core, immersion or français). (See Note 1 above.) *The Department reserves the right to place students in the course most appropriate to their abilities.* Immersion students should register in this course.

Antirequisite(s): FRENCH 1K06 A/B , 1Z06 A/B, 2M06 A/B

Justification: *This line will be italicized to further emphasize options for language placement.*

2.2 FRENCH 1Z06 A/B - Beginner's Intensive French I

6 unit(s)

An intensive course for developing basic skills in both written and spoken French. The normal sequel to this course is FRENCH 2Z06 A/B.

Three hours; two terms

Prerequisite(s): This course is designed for students with no background in French or with Grade 9 or 10 French.

Antirequisite(s): Grade 11 or 12 French U, FRENCH 1A06 A/B, FRENCH 1K06 A/B.

Not open to Immersion students or Francophones.

The Department reserves the right to place students in the course most appropriate to their abilities.

Justification: *Additional clarification as to options for language placement.*

2.3 FRENCH 2Z06 A/B - Beginner's Intensive French II

6 unit(s)

A sequel to FRENCH 1Z06 A/B. Review of grammatical structures. Expansion of vocabulary. Conversation practice. Study of texts with class discussions. The normal sequel to this course is FRENCH 2M06 A/B. This course cannot be applied toward a Minor in French.

Five hours (two hours lectures, three hours independent personal computer lab assignments); two terms

Prerequisite(s): FRENCH 1Z06 A/B or Grade 11 French

Antirequisite(s): FRENCH 1K06 A/B

Not open to students with credit or registration in FRENCH 1A06 A/B, 1B06, 2B03, 2M06 A/B.

The Department reserves the right to place students in the course most appropriate to their abilities.

Justification: *Additional clarification as to options for language placement.*

2.4 HISTORY 2HH3 - Pirates, Pilgrims and Slaves in the Mediterranean, 1450-1750

3 unit(s)

This course examines the Mediterranean region as a zone of intense cultural interaction. Particular emphasis will be given to the interaction between Christian, Jewish and Islamic societies.

Lectures and discussion (three hours); one term

Prerequisite(s): Registration in Level II or above

Cross-list(s): RELIGST SCAR 2FF3

Anti-requisite(s): RELIGST 2FF3

Justification: *This change has been made to reflect the new subject code used by the Department of Religious Studies.*

2.5 HISTORY 3DD3 - Jews and Jesus

3 unit(s)

A study of Judaism in the Greco-Roman World. The course will explore selected questions in political history, the development of sects and parties, the role of the temple, apocalypticism and the Dead Sea Scrolls.

Two lectures, one tutorial; one term

Prerequisite(s): Registration in Level II or above

Cross-list(s): RELIGST SCAR 3DD3

Anti-requisite(s): RELIGST 3DD3

This course is administered by the Department of Religious Studies.

Justification: *This change has been made by the course lead, the Department of Religious Studies.*

2.6 HISTORY 3ZZ3 - Judaism in the Modern World

3 unit(s)

Jews and Judaism in a century of catastrophe and renewal. The progress of Emancipation; Jews in Canada and the U.S.; the Jewish catastrophe in Europe; the Jewish identities in literature and the arts.

Two lectures, one tutorial; one term

Prerequisite(s): Registration in Level II or above

Antirequisite(s): RELIGST 2XX3, 3ZZ3

Cross-list(s): RELIGST SCAR 3ZZ3

This course is administered by the Department of Religious Studies.

Justification: *This change has been made by the course lead, the Department of Religious Studies.*

2.7 MMEDIA 3AN3 – Animation

3 unit(s)

This class is an introduction to the history, types and basic principles of animation. Students are expected to create a significant work of animation in which they display a variety of techniques. The class will view and discuss the history of animation, independent animation, commercial animation and interactive media. In the context of these lectures, projects and screenings, students will develop a firm grasp of animation fundamentals.

Lecture and lab (three hours); one term

Prerequisite(s): Registration in Level III or above of a Multimedia program

First offered 2021/2022

Justification: *This new course can no longer be offered during its first year in calendar.*

2.8 MUSIC 1DA3 - Practical Musicianship I

3 unit(s)

Sight-singing, dictation, and keyboard harmony.

One lecture, ~~two~~ one labs, one tutorial; one term

Prerequisite(s): Registration in a Music program, or permission of the instructor if space permits

Antirequisite(s): Music 1D03

Justification: *Correction of format, to reflect current scheduling.*

2.9 MUSIC 1DB3 - Practical Musicianship II

3 unit(s)

Continuation of MUSIC 1DA3.

Sight-singing, dictation, and keyboard harmony.

One lecture, ~~two~~ one labs,, one tutorial; one term

Prerequisite(s): Music 1D03 or 1DA3, and registration in a Music program or permission of the instructor if space permits

Justification: *Correction of format, to reflect current scheduling.*

2.10 MUSIC 2DA3 - Practical Musicianship III

3 unit(s)

Continuation of MUSIC 1DB3. Sight-singing, dictation, and keyboard harmony.

One lecture, ~~two~~ one labs, one tutorial; one term

Prerequisite(s): MUSIC 1DB3 and registration in a Music program or permission of the instructor if space permits.
Antirequisite(s): MUSIC 2D03 A/B

Justification: Correction of format, to reflect current scheduling.

2.11 PEACEST 1A03 - Introduction to Peace Studies

3 unit(s)

An introduction to the discipline of peace research, focusing on the concepts of peace, war, security, conflict, violence and nonviolence, and examining the roles of values and ideologies in the attainment of peace.

~~Two lectures, one tutorial~~ Lectures and discussion (three hours); one term

Antirequisite(s): IBH 1BD3

Justification: Clarification of course format.

2.12 WOMENST 2BB3 - Images of the Divine Feminine

3 unit(s)

An examination of some of the ways the divine has been portrayed as feminine in diverse cultures.

Two lectures, one tutorial; one term

Cross-list(s): ~~RELIGST~~ SCAR 2BB3

Anti-requisite(s): RELIGST 2BB3

This course is administered by the Department of Religious Studies.

Justification: This change has been made by the course lead, the Department of Religious Studies.

2.13 WOMENST ~~2B03~~3BW3-- Women in the Biblical Tradition

3 unit(s)

This course will focus on the portrayal of women in the Hebrew Scriptures and the New Testament. Among the texts to be dealt with are examples of biblical narrative and legal material, the gospels, the letters of Paul and extra-biblical material.

Two lectures, one tutorial; one term

Cross-list(s): ~~RELIGST 2B03~~ SCAR 3BW3

Anti-requisite(s): RELIGST 2B03, WOMENST 2B03

This course is administered by the Department of Religious Studies.

Justification: This change has been made by the course lead, the Department of Religious Studies.

2.14 WOMENST 3FF3 - Gender and Religion

3 unit(s)

A study of gender in several religions, such as Hinduism, Buddhism, Confucianism, Christianity, Judaism and Islam. Important female religious figures and feminist theology will also be studied.

Two lectures, one tutorial; one term

Antirequisite(s): RELIGST 2SS3, 3FF3

Cross-list(s): ~~RELIGST~~ SCAR 3FF3

This course is administered by the Department of Religious Studies.

Justification: This change has been made by the course lead, the Department of Religious Studies.

3.0 REVISIONS TO EXISTING PROGRAMS:

3.1 Minor in Women's Studies

A Minor in Women's Studies consists of 24 units including the courses listed below. Additional course options are listed under Women's Studies in the course listings section of the Undergraduate Calendar. For questions about

other courses that could be counted towards a Minor, please call or visit the Office of Interdisciplinary Studies (Togo Salmon Hall 721; ext. 27734).

Students must be aware that some courses in the Course Lists have their own disciplinary prerequisites. Given the multidisciplinary nature of the Women's Studies Minor, with its different approaches and expectations, it is the responsibility of the students in the Women's Studies Minor to meet other Faculties', departments' and programs' requirements.

Requirements

24 units total

3 units

from

- WOMENST 1A03 - Women, Culture, Power
- WOMENST 1AA3 - Women Transforming the World

3 units

- WOMENST 2AA3 - Introduction to Feminist Thought

18 units

from

- WOMENST 1A03 - Women, Culture, Power (if not previously taken) or
- WOMENST 1AA3 - Women Transforming the World (if not previously taken)
- CMST 2H03 - Gender and Performance
- CMST 3RR3 – Race, Religion and Media
- ENGLISH 2KK3 - Studies in Women Writers
- ENGLISH 3A03 - Critical Race Studies
- ENGLISH 3AA3 - Theories of Gender and Sexuality
- ENGLISH 4QA3 – Queerness in the Archives: Lesbian and Gay Writing, Art and Activism in Canada, 1969-1989
- HTHSCI 2T03 - Sex, Gender, & Health
- HISTORY 3W03 - Women in Canada and the U.S. to 1920
- HISTORY 3WW3 - Women in Canada and the U.S. from 1920
- LABRST 3E03 - Gender, Sexuality and Work
- LINGUIST 4G03 – Language, Sex and Gender
- PEACEST 2B03 - Human Rights and Social Justice
- PEACEST 3Z03
- PHILOS 3I03 - Philosophy and Feminism
- RELIGST 2BN3 - Sex and the City in Buddhism: The Urban Life of Buddhist Nuns in North India
- SOCIOL 2Q06 A/B
- WOMENST 2B03 – ~~Women in the Biblical Tradition~~
- WOMENST 2BB3 - Images of the Divine Feminine
- WOMENST 3BB3 - Women and Visual Culture
- WOMENST 3BW3 - Women in the Biblical Tradition
- WOMENST 3FF3 - Gender and Religion
- WOMENST 4D03

***Justification:** Updating of course list to reflect course name and level changes.*

3.2 Specialized Minor in Commerce for Students Completing a Single Honours B.A. in Humanities

The Specialized Minor in Commerce for Humanities students is administered by the DeGroote School of Business. A maximum of 30 students will be admitted each year to this Specialized Minor.

Notes

1. For admission, Humanities students (Level 1) must complete an application for admission to the Minor by using the Service Request function in the Student Centre in Mosaic during the Program/Plan Selection process in April.
2. Students must also be admitted to a Single Honours B.A. in one of the following programs: Art History, Classics, Cognitive Science of Language, Communication Studies, English and Cultural Studies, French, History, Justice, Political Philosophy and Law, Linguistics, Multimedia, Philosophy, or Theatre & Film Studies.
3. Students seeking the Specialized Minor in Commerce for Humanities must have completed ECON 1B03 with a grade of at least B-, and one of MATH 1M03 or ECON 1BB3.
4. Students must have a Grade Point Average of at least 6.0 to be considered for entry into the Minor.
5. Students planning to apply to the accelerated MBA program at McMaster are strongly encouraged to consult with MBA Admissions at the Ron Joyce Centre regarding admission requirements. In addition to meeting all other admission criteria students must complete, with a minimum grade of B-, the following courses:

- all three of ECON 1B03, 1BB3, and MATH 1M03;
- all level 1 and 2 Commerce courses listed below, with the exception of COMMERCE 2DA3;
- COMMERCE 2FA3, and 3MC3

Requirements

33 units total

6 units

- COMMERCE 1AA3 - Introductory Financial Accounting
- COMMERCE 1BA3 - Organizational Behaviour
- COMMERCE 1DA3 – Business Data Analytics
- COMMERCE 1MA3 – Introduction to Marketing

18 units

from

- COMMERCE 2AB3 - Managerial Accounting I
- COMMERCE 2BC3 - Human Resource Management and Labour Relations
- COMMERCE 2DA3 – Decision Making with Analytics
- COMMERCE 2FA3 - Introduction to Finance
- COMMERCE 2FB3 – Managerial Finance
- COMMERCE 2KA3 - Information Systems in Business
- ~~COMMERCE 2MA3 – Introduction to Marketing~~
- ~~COMMERCE 2QA3 – Applied Statistics for Business~~
- COMMERCE 2OC3 - Operations Management
- COMMERCE 3MC3 - Applied Marketing Management
- COMMERCE 3S03 - Management Skills Development

3 units

from

- HUMAN 3LM3 - Foundations of Leadership
- or
- HUMAN 3CM3 - Leadership: Cross-Cultural Mentoring Lab

6 units

- Level III or IV Commerce courses

Justification: Updating of program requirements to reflect changes being put forward by Business.

4.0 COURSE DELETIONS:

4.1 FRENCH 4R06 - French Reading Course (Taught in English)

Justification: *The French Department will no longer be offering this course.*

Faculty of Social Sciences
REPORT TO UNDERGRADUATE COUNCIL
SUMMARY OF CURRICULUM CHANGES FOR 2020-21
ADDENDUM
January 29, 2020

Economics

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS:

2.1 Housekeeping changes to the requirements section for following programs to reflect the addition of the new courses ECON 1BX3 and 1BA3:

Combined Honours Economics and Another Subject (B.A.)

Honours Economics (B.A.)

Honours Economics and Mathematics (B.A.)

Honours Economics and Computer Science (B.A.)

Economics (B.A.)

2.2 Honours Economics (Specialist Option) (B.A.)

Admission

Completion of any Level I program with a Grade Point Average of at least 5.0 including an average of at least 5.0 in ECON 1B03 (or 1BX3) and 1BB3 (or 1BA3). For continuation in program, see the section on *Minimum Requirements for Entering and Continuing in a Program Beyond Level I*. Beginning in September 2020, the Level II Economics programs will continue to permit entry for students who have completed any Level I program including the same required courses as Economics I.

Notes

1. Alternate admission: For students enrolled in a program beyond Level I, admission to Levels II, III and IV of the Honours Economics (Specialist Option) program requires an average of at least 6.0 in ECON 2G03, 2GG3 (or 2Z03, 2ZZ3), 2H03 and 2HH3 with a grade of at least C in each of ECON 2GG3 and 2HH3, in addition to the required Grade Point Average (GPA) as stated in the Minimum Requirement for Entering and Continuing in a Program Beyond Level I in the Faculty of Social Sciences Academic Regulations. **Students enrolled in Levels II, III and IV cannot gain admission to the Honours Economics (Specialist Option) program by upgrading ECON 1B03 (or 1BX3) or 1BB3 (or 1BA3).**
2. COMMERCE 2FA3 may be substituted for ECON 2I03 and COMMERCE 2QA3 may be substituted for ECON 2B03.
3. Students in the Specialist Option are expected to take ECON 2B03. Students with prior credit in a ~~recognised~~ recognized alternative statistics course are exempt from this requirement. Those students can take ECON 3EE3 (formerly 3U03) only if they achieved

a grade of at least B+ in a ~~recognised~~ recognized alternative statistics course. See ECON 2B03 in the Course Listings section of this Calendar for a list of ~~recognised~~ recognized alternative statistics courses.

4. Students interested in an M.A. in Economics should take ECON 3EE3 (formerly 3U03) and consider the Specialist Option. ~~Also note that some, but not all graduate programs in Economics require ECON 3G03, 4T03 and 4TT3. For this reason students interested in an M.A. in Economics are advised to consult a departmental advisor for more detailed information.~~
5. MATH 1M03 is required for any student planning to transfer into Commerce and strongly recommended for any student with a minor in Business or Finance. MATH 1M03 is required for ECON 3G03 and is strongly recommended for students planning any graduate study in economics.
6. Students must complete STATS 1L03 before taking ECON 3EE3 (formerly 3U03) or ECON 3E03 (formerly 3WW3.)

Requirements

120 units total (Levels I to IV), of which 48 units may be Level I

30 units
from

- the Level I program completed prior to admission to the program.
(See Admission above.)

6 units

- ECON 2G03
- ECON 2GG3 - Intermediate Microeconomics II
- or
- ECON 2Z03 - Intermediate Microeconomics I
- ECON 2ZZ3 - Intermediate Microeconomics II

~~15~~ 27 units

- ECON 2B03 - Analysis of Economic Data
- ECON 2H03 - Intermediate Macroeconomics I
- ECON 2HH3 - Intermediate Macroeconomics II
- ECON 3G03 - Introduction to Advanced Economic Theory
- ECON 4AA3 - Economic Specialist Seminar
- ECON 4FF3 - Research Methods in Economics
- ECON 4G03 - Econometrics II
- ECON 4T03 - Advanced Economic Theory I
- ECON 4TT3 - Advanced Economic Theory II

(See Notes 2 and 3 above.)

~~24~~ 12 units

Levels II, III, IV Economics with **no more than six units** from the following courses:

- ECON 2A03 - Economics of Labour-Market Issues
- ECON 2C03
- ECON 2D03 - Economic Issues
- ECON 2E03
- ECON 2F03

- ECON 2I03 - Financial Economics
 - ECON 2J03 - Environmental Economics
 - ECON 2N03 - Public Policy Toward Business
 - ECON 2P03 - Economics of Professional Sports
 - ECON 2Q03 - Economics of Bad Behaviour
 - ECON 2T03 - Economics of Trade Unionism and Labour
- (See *Note 2* above.)

3 units

- ECON 3EE3 - Econometrics I
 - ECON 3E03 - Applied Econometrics (with a grade of at least A-)
- (See *Notes 3* and *4* above.)

3 units

from

- MATH 1A03 - Calculus For Science I
- MATH 1LS3 - Calculus for the Life Sciences I
- MATH 1M03 - Calculus for Business, Humanities and the Social Sciences

3 units

from

- STATS 1L03 - Probability and Linear Algebra * (or Grade 12 Mathematics of Data Management U)

36 units

- Electives. The number of units of Economics courses above Level I excluding ECON 2B03, 3EE3 (formerly 3WW3) and 3E03 (formerly 3U03) must not exceed 60.

** If requirement was completed in Level I or with Grade 12 U courses, these units will be taken as electives.*

Justification: *A departmental review took place in November, 2019. The reviewers recommended that the Honours BA and the Honours BA (Specialist) be more distinct from one another. The current programs are identical, with the exception of three upper year courses. The revisions to the Specialist program will more adequately prepare students for an MA in economics.*

2.3 Honours Economics and Computer Science (B.A.)

Admission

Enrollment in this program is limited and possession of the published minimum requirements does not guarantee admission. Selection is based on academic achievement, completion of any Level I program with a Grade Point Average of at least 5.0, including an average of at least 5.0 in ECON 1B03 (or 1BX3) and 1BB3 (or 1BA3), and a weighted average of at least 5.0 in ECON 1B03 (or 1BX3), 1BB3 (or 1BA3), COMPSCI 1MD3, 1JC3; MATH 1A03, 1AA3, and 1B03. ~~MATH 1B03 may be postponed until Level II.~~ For continuation in the program, see *Minimum Requirements for Entering and Continuing in a Program Beyond Level I*. Beginning in September 2020, the Level II Economics programs will continue to permit entry for students who have completed any Level I program including the same required courses as Economics I.

Notes

1. Alternate admission: For students enrolled in a program beyond Level I, admission to Levels II, III and IV of Honours Economics programs requires an average of at least 5.0 in ECON 2G03, 2GG3 (or 2Z03, 2ZZ3), 2H03 and 2HH3, in addition to the required Grade Point Average (GPA) as stated in the Minimum Requirement for Entering and Continuing in a Program Beyond Level I in the Faculty of Social Sciences Academic Regulations. **Students enrolled in Levels II, III and IV cannot gain admission to Honours Economics programs by upgrading ECON 1B03 (or 1BX3) or 1BB3 (or 1BA3).**
2. COMMERCE 2FA3 may be substituted for ECON 2I03 and COMMERCE 2QA3 may be substituted for ECON 2B03.
3. Students with prior credit in a statistics course recognized as an alternative to ECON 2B03 are exempt from this requirement. Those students can take ECON 3EE3 (formerly 3U03) only if they achieved a grade of at least B+ in an alternative statistics course. There is no such grade requirements for ECON 3E03 (formerly 3WW3). See ECON 3EE3 (formerly 3U03) in the Course Listings section of this Calendar for a list of recognized alternative statistics courses. Students must complete STATS 1L03 before taking ECON 3EE3 (formerly 3U03.)

Requirements

120 units total (Levels I to IV), of which 48 units may be Level I

30 units
from

- the Level I program completed prior to admission to the program.
(See *Admission* above.)

6 units

- ECON 2G03
- ECON 2GG3 - Intermediate Microeconomics II
- or
- ECON 2Z03 - Intermediate Microeconomics I
- ECON 2ZZ3 - Intermediate Microeconomics II

6 units

- ECON 2H03 - Intermediate Macroeconomics I
- ECON 2HH3 - Intermediate Macroeconomics II

6 units

- ECON 4F03 - Methods of Inquiry in Economics and
- ECON 4A03 - Honours Economic Analysis
- or
- ECON 4FF3 - Research Methods in Economics
- ECON 4AA3 - Economic Specialist Seminar

18 units

Levels II, III, IV Economics with **no more than six units from** the following courses:

- ECON 2A03 - Economics of Labour-Market Issues
- ECON 2C03

- ECON 2D03 - Economic Issues
- ECON 2E03
- ECON 2F03
- ECON 2I03 - Financial Economics
- ECON 2J03 - Environmental Economics
- ECON 2N03 - Public Policy Toward Business
- ECON 2P03 - Economics of Professional Sports
- ECON 2Q03 - Economics of Bad Behaviour
- ECON 2T03 - Economics of Trade Unionism and Labour

(See Note 2 above.)

18 units

from

- COMPSCI 2C03 - Data Structures and Algorithms
- COMPSCI 2DM3 – Discrete Mathematics with Applications I
- COMPSCI 2FA3 - Discrete Mathematics with Applications II
- COMPSCI 2GA3 - Computer Architecture
- COMPSCI 2ME3 - Introduction to Software Development
- ~~COMP SCI 2MF3~~
- ~~COMP SCI 2MJ3~~
- COMPSCI 2S03 - Principles of Programming
- COMPSCI 2XA3 - Computer Science Practice and Experience: Software Development Skills

9 units

from

- ~~COMPSCI 3C03~~
- COMPSCI 3DB3 - Data Bases
- ~~COMPSCI 3GC3 - Computer Graphics~~
- ~~COMPSCI 3IS3 - Information Security~~
- COMPSCI 3SH3 - Computer Science Practice and Experience: Operating Systems
- COMPSCI 3MI3 – Principles of Programming Languages
- COMPSCI 3SD3 – Concurrent Systems
- COMPSCI 4HC3 - Human Computer Interaction
- COMPSCI 4WW3 - Web Systems and Web Computing

3 units

- Levels III or IV Computer Science except COMPSCI 4ZP6 A/B

6 units

- STATS 2D03 - Introduction to Probability *and*
- STATS 2MB3 - Statistical Methods and Applications
- or
- ECON 2B03 - Analysis of Economic Data *and*
- ECON 3EE3 - Econometrics I (or ECON 3E03 (formerly 3WW3))

(See Note 3 above.)

18 units

- Electives

Admission effective 2021-2022

Enrollment in this program is limited and possession of the published minimum requirements does not guarantee admission. Selection is based on academic achievement, completion of any Level I program with a Grade Point Average of at least 5.0, including an average of at least 5.0 in ECON 1B03 and 1BB3, and a weighted average of at least 5.0 in ECON 1B03 (or 1BX3), 1BB3 (or 1BA3), COMPSCI 1MD3, 1JC3, 1XC3, and 1DM3; MATH 1A03, 1AA3, and 1B03. ~~MATH 1B03 may be postponed until Level II.~~ For continuation in the program, see *Minimum Requirements for Entering and Continuing in a Program Beyond Level I*. Beginning in September 2020, the Level II Economics programs will continue to permit entry for students who have completed any Level I program including the same required courses as Economics I.

Notes

1. Alternate admission: For students enrolled in a program beyond Level I, admission to Levels II, III and IV of Honours Economics programs requires an average of at least 5.0 in ECON 2G03, 2GG3 (or 2Z03, 2ZZ3), 2H03 and 2HH3, in addition to the required Grade Point Average (GPA) as stated in the Minimum Requirement for Entering and Continuing in a Program Beyond Level I in the Faculty of Social Sciences Academic Regulations. **Students enrolled in Levels II, III and IV cannot gain admission to Honours Economics programs by upgrading ECON 1B03 (or 1BX3) or 1BB3 (or 1BA3).**
2. COMMERCE 2FA3 may be substituted for ECON 2I03 and COMMERCE 2QA3 may be substituted for ECON 2B03.
3. Students with prior credit in a statistics course recognised as an alternative to ECON 2B03 are exempt from this requirement. Those students can take ECON 3EE3 (formerly 3U03) only if they achieved a grade of at least B+ in an alternative statistics course. There is no such grade requirements for ECON 3E03 (formerly 3WW3). See ECON 3EE3 (formerly 3U03) in the Course Listings section of this Calendar for a list of recognised alternative statistics courses. Students must complete STATS 1L03 before taking ECON 3EE3 (formerly 3U03.)

Requirements effective 2021-2022

120 units total (Levels I to IV), of which 48 units may be Level I

30 units
from

- the Level I program completed prior to admission to the program.
(See *Admission* above.)

6 units

- ECON 2G03
- ECON 2GG3 - Intermediate Microeconomics II
- or
- ECON 2Z03 - Intermediate Microeconomics I
- ECON 2ZZ3 - Intermediate Microeconomics II

6 units

- ECON 2H03 - Intermediate Macroeconomics I
- ECON 2HH3 - Intermediate Macroeconomics II

6 units

- ECON 4F03 - Methods of Inquiry in Economics and
 - ECON 4A03 - Honours Economic Analysis
- or
- ECON 4FF3 - Research Methods in Economics
 - ECON 4AA3 - Economic Specialist Seminar

18 units

Levels II, III, IV Economics with **no more than six units** from the following courses:

- ECON 2A03 - Economics of Labour-Market Issues
- ECON 2C03
- ECON 2D03 - Economic Issues
- ECON 2E03
- ECON 2F03
- ECON 2I03 - Financial Economics
- ECON 2J03 - Environmental Economics
- ECON 2N03 - Public Policy Toward Business
- ECON 2P03 - Economics of Professional Sports
- ECON 2Q03 - Economics of Bad Behaviour
- ECON 2T03 - Economics of Trade Unionism and Labour

(See Note 2 above.)

18 units

from

- COMPSCI 2AC3 – Automata and Computability
- COMPSCI 2C03 - Data Structures and Algorithms
- COMPSCI 2DB3 – Databases
- COMPSCI 2LC3 – Logical Reasoning for Computer Science
- COMPSCI 2GA3 – Computer Architecture
- COMPSCI 2ME3 - Introduction to Software Development
- COMPSCI 2SD3 – Concurrent Systems
- COMPSCI 2XC3 - Computer Science Practice and Experience: Algorithms and Software Design

9 units

from

- COMPSCI 3AC3 – Algorithms and Complexity
- COMPSCI 3MI3 – Principles of Programming Languages
- COMPSCI 3N03 – Computer Networks and Security
- COMPSCI 3SH3 - Computer Science Practice and Experience: Operating Systems
- COMPSCI 3TB3 – Syntax-Based Tools and Compilers
- COMPSCI 4HC3 - Human Computer Interaction
- COMPSCI 4WW3 - Web Systems and Web Computing

3 units

- Levels III or IV Computer Science except COMPSCI 4ZP6 A/B
- 6 units
- STATS 2D03 - Introduction to Probability *and*
 - STATS 2MB3 - Statistical Methods and Applications
- or
- ECON 2B03 - Analysis of Economic Data *and*
 - ECON 3EE3 - Econometrics I (or ECON 3E03 (formerly 3WW3))
- (See *Note 3* above.)
- 18 units
- Electives

Justification: Matching curriculum changes made by the Department of Computing and Software.

3.0 NEW COURSES:

3.1 ECON 1BX3 - Introductory Microeconomics for Business students

3 unit(s)

An introduction to the method and theory of microeconomics, and their application to the analysis of contemporary economic problems.

In-class and online; one term

Prerequisite: Registration in Business I or Level 1 of the Integrated Business & Humanities Program

Antirequisite(s): ARTSSCI 2E03, ECON 1B03

ECON 1BX3 and ECON 1BB3 can be taken in either order or concurrently.

Justification: dedicated lecture sections for Level 1 DeGroote School of Business students for ease of administration on Mosaic. Course content will be the same as Econ 1B03.

Capacity: 1000

3.2 ECON 1BA3 – Introductory Macroeconomics for Economics students

3 unit(s)

An introduction to the method and theory of macroeconomics, and their application to the analysis of contemporary economic problems.

In-class and online; one tutorial; one term

Prerequisite: Registration in Economics I

Antirequisite(s): ARTSSCI 2E03, ECON 1BB3

ECON 1B03 and 1BA3 can be taken in either order or concurrently.

Capacity: 200

Justification: Creating a separate section for Economics I students allows for Mosaic to facilitate the set-up of dedicated tutorial sections for Economics I students. Course content will be the same as ECON 1BB3.

4.0 REVISION TO EXISTING COURSES:

4.1 ECON 1B03 - Introductory Microeconomics

3 unit(s)

An introduction to the method and theory of microeconomics, and their application to the analysis of contemporary economic problems.

In-class and online; one term

Antirequisite(s): ARTSSCI 2E03, ECON 1BX3

ECON 1B03 and ECON 1BB3 can be taken in either order or concurrently.

4.2 ECON 1BB3 – Introductory Macroeconomics

3 unit(s)

An introduction to the method and theory of macroeconomics, and their application to the analysis of contemporary economic problems.

In-class and online; one tutorial; one term

Antirequisite(s): ARTSSCI 2E03, ECON 1BA3

ECON 1B03 and 1BB3 can be taken in either order or concurrently.

Justification: 4.1 and 4.2 adding in antirequisites as a result of the new courses.

4.3 ECON 2Z03 - Intermediate Microeconomics I

3 unit(s)

Theory of consumer choice; elements of production and cost; price and output determination in perfectly competitive markets.

~~Three~~ two lectures; one tutorial; one term

Prerequisite(s): ECON 1B03 or ARTSSCI 2E03; and credit or registration in one of ARTSSCI 1D06, MATH 1A03, 1LS3, 1M03, 1N03, 1X03, 1ZA3

Antirequisite(s): ECON 2G03, 2X03

Justification: Desire to change scheduling pattern

4.4 ECON 3G03 - Introduction to Advanced Economic Theory

3 unit(s)

An introduction to the application of mathematics in economic theory.

Three lectures; one term

Prerequisite(s): One of ~~MATH 1B03, 1CZ3, STATS 1L03;~~ and MATH 1A03, 1LS3, 1M03, 1N03, 1X03, 1ZA3; and a grade of at least B- in each of ECON 2GG3 (or 2ZZ3) and ECON 2HH3 and registration in an Economics program. ~~Subject to approval by the Department of Economics, MATH 1B03 or STATS 1L03 can be replaced by another course covering the topic of matrix algebra~~

Justification: Enrollment in Econ 3G03 has steadily declined since the math prerequisite was introduced.

Health Aging & Society

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS:

2.1 Housekeeping changes to the requirements section for following programs to reflect the change to the course title as outlined below for HLTHAGE 3B03

Combined Honours in Aging and Society and Another Subject (B.A.)

Combined Honours in Health and Society and Another Subject (B.A.)

Honours Aging and Society (B.A.)

Honours Aging and Society Specialization in Mental Health and Addiction (B.A.)

Honours Health and Society (B.A.)

Honours Health and Society Specialization in Mental Health and Addiction (B.A.)

Health, Aging and Society (B.A.)

3.0 NEW COURSES: N/A

4.0 REVISION TO EXISTING COURSES:

4.1 HLTHAGE 3B03 - Advanced Research ~~Inquiry~~ Methods

3 unit(s)

This course provides hands-on learning where students develop skills in planning and conducting research: research question identification, tool development and pilot testing, data analysis, and reporting for both quantitative and qualitative approaches.

Three hours (lectures and discussion); one term

Prerequisite(s): One of GERONTOL 2C03, HEALTHST 2B03 or HLTHAGE 2A03, and registration in Level III or above of a Health, Aging and Society program

Antirequisite(s): HLTHAGE 2A06, 3A03, 3G03, 3Z06, SOCIOL 3O03

Crosslist(s): SOCPSY 3L03

Indigenous Studies

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS:

2.1 Housekeeping changes to the Admission requirements for following programs to reflect the addition of the new cross-listed course, INDIG ST 1B03:

Combined Honours Indigenous Studies and Another Subject (B.A.)

Honours Indigenous Studies (B.A.)
Combined Program in Indigenous Studies and Another Subject (B.A.)

The change is as follows:

Admission

Completion of any Level I program, with a Grade Point Average of at least 5.0 and an average of 5.0 in one of INDIGST 1A03, 1AA3, 1B03, or RECONCIL 1A03. For continuation in the program, see Minimum Requirements for Entering and Continuing in a Program Beyond Level I in the Faculty of Social Sciences Academic Regulations.

3.0 NEW COURSES:

3.1 INDIGST 1B03 - Reconciling What? Indigenous Relations in Canada

3 unit(s)

An examination of sociopolitical and historical relations between Indigenous peoples and Canada in a post-1951 time period. We will study how colonialism, assimilation and resistance movements are situated in an era of reconciliation.

3 hours; lecture and seminar: one term.

Antirequisite: RECONCIL 1A03

***Justification:** We are changing this course to be an INDIGST course in hopes that students will find it more readily in the Calendar. It will provide greater recognition which is hoped will translate into more student interest.*

4.0 COURSE DELETION:

4.1 RECONCIL 1A03 - Reconciling What? Indigenous Relations in Canada

***Justification:** RECONCIL 1A03 was not readily recognized in the calendar as an INDIGST course. The changing of the Course code should provide greater recognition which we hope will translate into more student interest.*

Political Science

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS: N/A

3.0 NEW COURSES: N/A

4.0 REVISION TO EXISTING COURSES:

4.1 POLSCI 4PO3 – Public Opinion

3 units(s)

This course examines the conceptual foundations and theoretical frameworks of public opinion research. It also develops practical skills by offering exercises in survey design and analysis.

Seminar (three hours); one term

Prerequisite(s): POLSCI 3NN3 and registration in Level IV Honours Political Science.

Justification: *Housekeeping to fix the prerequisite.*

Religious Studies

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS: N/A

3.0 NEW COURSES: N/A

**3.1 ARABIC 3AA3 Intermediate Modern Standard Arabic
3 unit(s)**

An intermediate course enhancing skills in modern standard Arabic through reading materials with the goal of improving comprehension in both written and spoken contexts.

PREREQUISITE(S): ARABIC 2AR3 or SCAR 2AR3 or permission of the instructor
Three hours (lectures); *one term*

CROSSLIST: SCAR 3AA3

COURSE CAPACITY: 50

Justification: We are expanding our Arabic language training.

**3.2 SCAR 3AA3 Intermediate Modern Standard Arabic
3 unit(s)**

An intermediate course enhancing skills in modern standard Arabic through reading materials with the goal of improving comprehension in both written and spoken contexts.

PREREQUISITE(S): ARABIC 2AR3 or SCAR 2AR3 or permission of the instructor
Three hours (lectures); *one term*

CROSSLIST: ARABIC 3AA3

COURSE CAPACITY: 50

Justification: *We are expanding our Arabic language training.*

Social Psychology

1.0 NEW PROGRAMS: N/A

2.0 CHANGES TO EXISTING PROGRAMS:

2.1 Honours Social Psychology (B.A.)

NOTES:

1. Students must have completed both an introductory Psychology course (either PSYCH 1F03 and PSYCH 1X03) and an introductory Sociology course (SOCIOL 1Z03 (or SOCIOL 1A06 A/B)) by the end of the first term in Level II.
2. Students are responsible for ensuring that they meet the prerequisites for any course they wish to take from the course lists.
3. Students considering a graduate program should consult a departmental advisor to plan a program of study that meets admission requirements for such programs. Additional courses may be required.
4. This program does not normally provide the appropriate preparation for students to enter graduate studies in clinical psychology. Please refer to the Honours Psychology, Neuroscience & Behaviour (B.A.) program in this section of the calendar.
5. Students may take a maximum of 12 units of Level IV courses.
6. Social Psychology at McMaster encompasses a broad area. The program is flexible in that students are able to select from a wide range of courses those that interest them most. However, for those students who wish to give their studies a tighter focus, there are several thematic areas to consider in making course selections.
7. Students interested in a concentration in Psychology may complete the Minor in Psychology provided they do not have more than 6 units of Psychology courses above Level 1 overlapping with the Honours Social Psychology degree requirements.
8. Students interested in a concentration in Sociology may complete the Minor in Sociology provided they do not have more than 6 units of Sociology courses above Level 1 overlapping with the Honours Social Psychology degree requirements.

Update to thematic areas and course title under program requirements:

Mental Health

- ANTHROP 3HI3 - Medical Anthropology
- ANTHROP 3Y03 - Indigenous Community Health and Well-Being
- ECON 2CC3 - Health Economics and its Application to Health Policy
- GEOG 2HI3 –
- ENVSOCTY 2HI3 - Geographies of Health
- HLTHAGE 1CC3 - Introduction to Mental Health and Illness
- HLTHAGE 2GG3 - Mental Health and Society
- HLTHAGE 2L03 - Drugs, Sex and Alcohol: Society and its Addictions
- HLTHAGE 3M03 - Approaches to Mental Health and Resilience
- HLTHAGE 3N03 - Aging and Mental Health

- HLTHAGE 4I03 - Aging and Health
- HLTHAGE 4O03 - Soundscapes of Wellbeing in Popular Music
- HLTHAGE 4Q03 - Representations of Mental Illness
- INDIGST 2F03 - Residential Schools in Canada: History and Impact
- PSYCH 2AA3 - Child Development
- PSYCH 2AP3 - Abnormal Psychology: Fundamentals and Major Disorders
- PSYCH 2B03 - Personality
- PSYCH 3AB3 - Adolescent Psychology
- PSYCH 3B03 - Special Populations
- PSYCH 3BA3 - Positive Psychology
- PSYCH 3CC3 - Forensic Psychology
- PSYCH 3JJ3 - Socio-Emotional Development
- PSYCH 3MT3 - Psychometrics
- RELIGST 2WW3 –
- RELIGST 2WX3 –
- SCAR 2WW3 - Health, Healing and Religion: Western Perspectives
- SCAR 2WX3 - Health, Healing and Religion: Comparative Views
- SOCIOL 2QQ3 - Dynamics and Transitions in Intimate Relationships and Families
- SOCIOL 2BB3 - Sociology of Deviance
- SOCIOL 2CC3 - Constructing Deviance
- SOCIOL 3G03 - Sociology of Health Care
- SOCIOL 3HH3 - Sociology of Health
- SOCPSY 2B03 - ~~The Well Lived Life~~ Psychology of Well-Being
- SOCPSY 2D03 - Making and Breaking Rules
- SOCPSY 3A03 - Mental Health
- SOCPSY 3B03 - Understanding Lived Experiences
- SOCPSY 3C03 - Regimes of Social Control
- SOCPSY 3RR3 - Imprisonment
- SOCWORK 3C03 - Social Aspects of Health and Illness
- SOCWORK 3S03 - Social Work, Disability and Dis/Ableism
- SOCWORK 4Y03 - Critical Issues in Mental Health & Addiction: Mad & Critical Disability Studies Perspectives for SW

Health and Well-Being

- ANTHROP 3HI3 – Medical Anthropology
- ANTHROP 3Y03 - Indigenous Community Health and Well-Being
- ECON 2CC3 - Health Economics and its Application to Health Policy
- ECON 2P03 - Economics of Professional Sports
- GEOG 2HI3 -
- GEOG 4HD3 -
- GEOG 4HH3
- ENVSOCTY 2HI3 - Geographies of Health
- ENVSOCTY 4HD3 - Geographies of Disability
- ENVSOCTY 4HH3 - Environment and Health
- HLTHAGE 2C03 - Health Economics and its Application to Health Policy

- HLTHAGE 2GG3 - Mental Health and Society
- HLTHAGE 3D03 - Perspectives on Disability, Chronic Illness and Aging
- HLTHAGE 3M03 - Approaches to Mental Health and Resilience
- HLTHAGE 3N03 - Aging and Mental Health
- HLTHAGE 4B03 - Death and Dying in Later Life
- HLTHAGE 4I03 - Aging and Health
- HLTHAGE 4O03 - Soundscapes of Wellbeing in Popular Music
- HLTHAGE 4P03 - Leisure and Recreation in Later Life
- HLTHAGE 4T03 - Gender, Sex and Health
- INDIGST 3H03 - Indigenous Medicine I - Philosophy
- INDIGST 3P03 - Haudenosaunee Health, Diet and Traditional Botany
- KINESIOL 3V03 - Sport Psychology
- PHILOS 3D03 - Philosophy of Science
- POLSCI 4RR3 - Health Policy in the Industrialized World
- RELIGST 2WW3 -
- RELIGST 2WX3 -
- SCAR 2WW3 - Health, Healing and Religion: Western Perspectives
- SCAR 2WX3 - Health, Healing and Religion: Comparative Views
- SOCIOLOG 2T03 - Sociology of Sport
- SOCIOLOG 3G03 - Sociology of Health Care
- SOCIOLOG 3HH3 - Sociology of Health
- SOCPSY 2B03 - ~~The Well-Lived Life~~ Psychology of Well-Being
- SOCPSY 2C03 - ~~The Social Science~~ Psychology of Popular Culture
- SOCPSY 3B03 - Understanding Lived Experiences
- SOCWORK 3C03 - Social Aspects of Health and Illness
- SOCWORK 3S03 - Social Work, Disability and Dis/Ableism

Family and the Life Course

- SOCPSY 2C03 - ~~The Social Science~~ Psychology of Popular Culture
- SOCPSY 3ZZ3 - Small Worlds: Children and Childhood
- HLTHAGE 2M03 - Aging in Modern (and Post-Modern) Families
- HLTHAGE 3N03 - Aging and Mental Health
- HLTHAGE 3P03
- HLTHAGE 4B03 - Death and Dying in Later Life
- HLTHAGE 4I03 - Aging and Health
- HLTHAGE 4L03 - Social Policy and Aging
- HLTHAGE 4P03 - Leisure and Recreation in Later Life
- RELIGST 2M03 -
- RELIGST 3Y03 -
- PSYCH 2AA3 - Child Development
- PSYCH 3AB3 - Adolescent Psychology
- PSYCH 3AG3 - Aging
- SCAR 2M03 - Death and Dying: Comparative Views
- SCAR 3Y03 - Love
- SOCIOLOG 2PP3 - Sociology of Families
- SOCIOLOG 2QQ3 - Dynamics and Transitions in Intimate Relationships and Families

- SOCIOL 3CC3 - Sociology of the Family and the Life Cycle
- SOCIOL 3X03 - Sociology of Aging
- SOCIOL 4UU3 - Global Family and Sexual Politics
- SOCSCI 2CC3 - Children and Family in Canada
- SOCSCI 2O03 - Canadian Children
- SOCSCI 2P03 - Canadian Adolescents

Requirements

120 units total (Levels I to IV), of which 48 units may be Level I

30 units
from

- the Level I program completed prior to admission to the program.
(See *Admission* above.)

0-3 units
from

- PSYCH 1F03 - Survey of Psychology
- PSYCH 1X03 - Introduction to Psychology, Neuroscience & Behaviour

0-3 units
from

- SOCIOL 1Z03 - An Introduction to Sociology

6 units

- SOCPSY 2K03 - Research Methods in Social Psychology
- SOCPSY 2YY3 - Theories in Social Psychology

3 units

- SOCSCI 2J03 - Introduction to Statistics

3 units
from

- SOCPSY 2B03 - ~~The Well-Lived Life~~ Psychology of Well-Being
- SOCPSY 2D03 - Making and Breaking Rules

3 units

- SOCPSY 3Y03 - Social Psychology in Action

9 units
from

- SOCPSY 2C03 - ~~The Social Psychology Science~~ of Popular Culture
- SOCPSY 3A03 - Mental Health
- SOCPSY 3B03 - Understanding Lived Experiences
- SOCPSY 3C03 - Regimes of Social Control
- SOCPSY 3E03 - Big Ideas/Great Thinkers in Social Psychology
- SOCPSY 3F03 - Who Am I? Self and Identity
- SOCPSY 3L03 - Advanced Research ~~Methods Inquiry~~
- SOCPSY 3ZZ3 - Small Worlds: Children and Childhood
- SOCPSY 3RR3 - Imprisonment

6 units

- SOCPSY 4ZZ6 A/B - Social Psychology Research Project
- 3 units
- SOCPSY 4B03 - Special Topics in Social Psychology
- SOCPSY 4E03 - Special Topics in Social Psychology
- SOCPSY 4D03 - Contemporary Social Issues
- SOCPSY 4MM3 - Public Social Psychology
- 3 units
- from the Level 4 Course List
- 9 units
- Psychology from the Psychology - Sociology Course List
- 9 units
- Sociology from the Psychology - Sociology Course List
- 9 units
- from
- the Multidisciplinary Course List of which at least six units must be from Level III
- 27 units
- Electives

Justification: *Permitting the minors to be completed with this program will assist students in becoming more competitive/eligible to apply to certain graduate programs.*

3.0 NEW COURSES: NA

4.0 REVISIONS TO EXISTING COURSES:

4.1 SOCPSY 2B03 - ~~The Well-Lived Life~~ Psychology of Well-Being

3 unit(s)

An exploration of what social psychological perspectives and research can contribute to the quest for physical, mental, emotional and spiritual well-being.

Three hours; one term

Prerequisite(s): Registration in Level II or above in Honours Social Psychology

4.2 SOCPSY 2C03 - ~~The Social~~ Psychology Science of Popular Culture

3 unit(s)

This course investigates, through three mediums of popular culture (film, television, music), what popular culture has to offer as a type of social science. What does popular culture have to show us about gender, authority, sexuality, image, family, institutions, social arrangements, hope, beauty, money, success, protest and many other topics as well? Three hours; one term

Prerequisite(s): Registration in Level II or above

Antirequisite(s): SOCSCI 2V03

4.2 SOCPSY 3L03 – Advanced Research ~~Methods~~ Inquiry

3 unit(s)

Students will learn how to design a research project and compose an effective research

proposal that would be suitable for a fourth-year thesis project or independent project in the health or social sciences.

Three hours; one term

Prerequisite(s): Registration in Level III or above of Honours Social Psychology; SOCSCI 2J03, SOCPSY 2K03.

Antirequisite(s): HLTHAGE 3G03, SOCIOL 3O03

Cross-list(s): HLTHAGE 3B03

FACULTY OF SOCIAL SCIENCES

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS:

2.1 Level I Programs

Economics I

Requirements

30 units total

6 units

- ECON 1B03 - Introductory Microeconomics
- ~~ECON 1BB3 – Introductory Macroeconomics~~ ECON 1BA3 – Introductory Macroeconomics for Economics students

0-3 units

- MATH 1F03 - Introduction to Calculus and Analytic Geometry (if Grade 12 Calculus and Vectors U has not been completed)

0-3 units

- STATS 1L03 - Probability and Linear Algebra (if Grade 12 Mathematics of Data Management U has not been completed)

3 units

from

- MATH 1A03 - Calculus For Science I
- MATH 1LS3 - Calculus for the Life Sciences I
- MATH 1M03 - Calculus for Business, Humanities and the Social Sciences

6-9 units

from

- Course List

12 units

Electives, which may include courses from the Course List below. See also the Elective Courses Available To Level I Students page.

Course List

- ANTHROP 1AA3 - Introduction to Anthropology: Sex, Food and Death
- ANTHROP 1AB3 - Introduction to Anthropology: Race, Religion, and Conflict
- CAYUGA 1Z03 - Introduction to Cayuga Language and Culture
- ENVSOCTY 1HA3 - Society, Culture and Environment
- ENVSOCTY 1HB3 - Population, Cities and Development
- GEOG 1HA3 -
- GEOG 1HB3 -
- GLOBALZN 1A03 - Global Citizenship
- HLTHAGE 1AA3 - Introduction to Health and Society
- HLTHAGE 1BB3 - Introduction to Aging and Society
- HLTHAGE 1CC3 - Introduction to Mental Health and Illness
- INDIGST 1A03 - Introduction to Indigenous Studies
- INDIGST 1AA3 - Introduction to Contemporary Indigenous Studies
- INDIGST 1B03 - Reconciling What? Indigenous Relations in Canada
- INUKTUT 1Z03 - Introduction to Inuit Language and Culture
- LABRST 1A03
- LABRST 1C03
- LABRST 1D03 – Will Robots Take All Our Jobs?
- LABRST 1E03 – Navigating the World of Work
- MOHAWK 1Z03 - Introduction to Mohawk Language and Culture
- OJIBWE 1Z03 - Introduction to Ojibwe Language and Culture
- POLSCI 1AA3 - Government, Politics, and Power
- POLSCI 1AB3 - Politics and Power in a Globalizing World
- PSYCH 1F03 - Survey of Psychology
- PSYCH 1FF3 - Survey of Biological Basis of Psychology
- PSYCH 1X03 - Introduction to Psychology, Neuroscience & Behaviour
- PSYCH 1XX3 - Foundations of Psychology, Neuroscience & Behaviour
- RECONCIL 1A03 - ~~Reconciling What? Indigenous Relations in Canada~~
- RELIGST 1AB3 -
- RELIGST 1B03 -
- RELIGST 1I03 -
- RELIGST 1J03 -
- RELIGST 1L03 -
- RELIGST 1R03 -
- SCAR 1B03 - What on Earth is Religion?
- SCAR 1R03 - Introduction to Anthropology: Race, Religion and Conflict
- SCAR 1SC3 – The Big Questions: Introduction to Society, Culture & Religion
- SOCPSY 1Z03 - An Introduction to Social Psychology
- SOCWORK 1AA3 - So You Think You Can Help? Introduction to Social Work I
- SOCWORK 1BB3 - Re-Imagining Help: Introduction to Social Work II
- SOCIOLOG 1C03 - Canadian Society: Social Problems, Social Policy, and the Law
- SOCIOLOG 1Z03 - An Introduction to Sociology
- SOCSCI 1RM3 - How do we Know? Doing Social Sciences Research
- SOCSCI 1SS3 - Inquiry in the Social Sciences
- SOCSCI 1T03 - Life, the University, and Everything

Justification: *New Macroeconomics course created to group all of the Economics 1 students together into special tutorials open only to Economics students to provide a sense of community and continuity in the Economics programs. The course content will be the same as ECON 1BB3.*

2.2 HONOURS HEALTH AND SOCIETY I

In the Course List:

- Add: INDIGST 1B03 Reconciling What? Indigenous Relations in Canada
- Strike out the title for RECONCIL 1A03

2.3 SOCIAL SCIENCES I

In Course List 1:

- Add: INDIGST 1B03 Reconciling What? Indigenous Relations in Canada
- Strike out the title for RECONCIL 1A03

Social Work

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS: NA

3.0 NEW COURSES: NA

4.0 REVISIONS TO EXISTING COURSES:

4.1 SOCWORK 4C03 - Critical Perspectives on Race, Racialization, Racism and Colonialism in Canadian Society

3 unit(s)

~~This course involves critical analysis of the construction of social relations in Canadian society. Students will have the opportunity to examine variables such as race, ethnicity and cultural specificity in the social ascription and adaptation process.~~

~~Lectures, discussion, exercises; one term~~

This course examines the social, historical and political contexts of racism in Canadian society. Concepts such as race, orientalism and racialization will be explored through various theoretical frameworks including post/anti/neocolonial and decolonizing studies, critical race theory, Indigenous studies, African studies, analyses of whiteness and antiracism/anti-oppression. This course will also draw from a wide range of theoretical,

policy and practice literature from social work, education, sociology, political science, cultural studies, philosophy and others. Responses to racism and its contributors/collaborators, accomplices and interlocutors (including ourselves) will also be examined.

Prerequisite(s): Registration in a Social Work or Labour Studies program; or SOCWORK 1AA3 or 1BB3; and registration in Level III or above of any program
Not open to students with credit or registration in SOCWORK 4Z03 Selected Issues In Social Welfare Policy if the issue was Racial and Cultural Issues in Canadian Welfare.

Justification: *New description better reflects the content of the course.*

Sociology

1.0 NEW PROGRAMS: N/A

2.0 REVISIONS TO EXISTING PROGRAMS: NA

3.0 NEW COURSES: NA

4.0 REVISIONS TO EXISTING COURSES:

4.1 SOCIOLOGY 2Z03 - Introduction to Sociological Research

3 unit(s)

This course is designed to develop those skills necessary to pursue and understand research. Several general methods of sociological research will be examined.

Lectures and discussion (three hours); one term

Prerequisite(s): Registration in a Sociology or Social Work program

Antirequisite(s): ANTHROP 2Z03, CMST 2A03, GEO 2HR3, GEOG 2MA3, GERONTOL 2C03, HLTHAGE 2A03, 2A06, 3Z06, HEALTHST 2B03, ~~SOCSCI 2K03~~, SOCPSY 2K03.

Justification: *The SOCSCI 2K03 course code was changed to SOCPSY 2K03 many years ago and unfortunately, we missed updating this course prerequisite at that time to reflect the change.*