

**Minutes of the
Graduate Program Committee
April 13, 2006 11:30 a.m. – 12:15 p.m.
Room ED509**

Attendees: A. Lavack (chair) **Regrets:** Y. Kim **Guest:** M. Rennie
H. Eger (ex officio) G. Miller
J. Ito
D. Senkow

1. Revised ‘Terms of Reference’

The committee reviewed the revised ‘Terms of Reference.’ Youngsoo Kim had provided his assent to the revised version via e-mail. However, because other committee members suggested further revisions at this meeting, it was decided to table the approval of the further revised ‘Terms of Reference’ until the next meeting in order to ensure that all committee members were able to approve the final version. Anne Lavack will distribute to committee members an updated revision of the ‘Terms of Reference’ containing the additional changes discussed at today’s meeting.

2. Update on Executive MBA

One application for the EMBA program has been received to date. Five people have already RSVP’d their attendance at the upcoming Information Session being held on Wednesday, April 19 in ED-514. Information kits have been sent out to several other people who are unable to make it to the Information Session. Response at the April 12 presentation to the CEOs of the health regions was very favourable, with one CEO indicating that he would be applying for the EMBA program.

3. Update on Graduate Fee Structure

Contrary to earlier ideas that had been suggested, the recommended graduate fee structure will now consist of a tuition fee of \$1,000 per course, with no course fees (as reported at the recent FGSR meeting). These proposed tuition fees for GBUS courses must still be approved by the Board of Governors.

4. MBA/MHRM end-of-term celebration

Heidi Eger reported that the MBA/MHRM end-of-term celebration is being held on Thursday, April 27, 4:30-6:30 p.m., in ED-562. Heidi will be e-mailing invitations to students this week, and e-mailing reminders next week. Heidi will also ask professors to remind students about the celebration during exams next week.

5. Master’s Certificates

The attached 2 pages incorporate the discussion around Master’s Certificates from the meeting. Based on the table prepared and distributed by Heidi Eger (also attached), it appears that at most universities a Graduate Certificate is 25-35% of the credit-hours of a

Master's degree. Therefore, it was agreed that three courses seems like an appropriate number of courses for a Graduate Certificate in our faculty. Discussion ensued around several points:

- The general consensus was that students would need to have the appropriate undergraduate pre-requisite for a given graduate course, but that we should try to ensure that the pre-requisites are not unduly onerous.
- There was discussion about whether students would need to 'surrender' the Certificate if they decide to go on to the Master's degree; most felt that it was not necessary to surrender the Certificate.
- Students would not need a GMAT score to take a Master's certificate; however, if they later choose to go into the MBA program they would need to write the GMAT (it was recommended that the GMAT be waived for students holding an 85%+ average in their Certificate courses).

Anne Lavack will proceed to prepare a full plan for Master's Certificates, including background on the need for a Master's Certificate program, comparisons to other universities, proposed admission requirements, proposed program requirements, proposed regulations, timelines, etc. This plan will need to be approved through the following steps:

- Grad Committee
- Dean's Executive Committee
- Faculty meeting
- Faculty of Graduate Studies & Research meeting
- Planning & Priorities Committee
- Executive of Council.

6. GBUS 832 – Management Accounting

The name of this course is to be changed to 'Accounting for Managers' and a new course description should be substituted. Heidi Eger will prepare the course change form in consultation with Bryan Austin.

Next meeting: April 27, 2006, 11:30 a.m.

NOTE: It may be necessary to find substitute member(s) for the Graduate Committee over the summer, since Gloria Miller will be away from the office.



Proposal to introduce Graduate Certificates in the Faculty of Business Administration

The Graduate Certificate is a program commonly offered in Australia, New Zealand, and Great Britain. It is just starting to gain popularity in the United States and Canada.

A Graduate Certificate usually has similar application requirements compared to a Master's degree (i.e., requires completion of an undergraduate degree). However, the Graduate Certificate is generally about one-third of the length of a Master's degree, and is usually solely course-based (no thesis). Students in a Graduate Certificate in an area of business usually choose from the same courses that are offered in the MBA program.

For part-time students (and full-time students), the benefit of pursuing a Graduate Certificate is clear – fewer courses required for completion means a quicker completion time for receiving the credential. The Graduate Certificate can also be a way for a student to commit to taking a few courses of the Master's degree requirements, without committing to the full degree. Alternatively, the Graduate Certificate can be offered to students who are unable to complete the Master's program (e.g., due to job re-location), but have managed to complete the Graduate Certificate requirements.

In Canada where the four-year undergraduate degree is now the norm, many Master's degrees have become 1 year programs or 30-credit hour programs. Therefore, in the Canadian context (and in the University of Regina context), a 9-credit hour Graduate Certificate would make sense.

Proposed Graduate Certificates in the Kenneth Levene Graduate School of Business

We propose developing Graduate Certificates in the Kenneth Levene Graduate School of Business at the University of Regina. These Graduate Certificates would be 9 credit hours (3 courses) in length. The courses for each of the Graduate Certificates would be specified, each with 1-2 required courses and 3-4 choices from selected lists of courses. Initially, we anticipate offering the following Graduate Certificates:

- Graduate Certificate in Human Resource Management
- Graduate Certificate in Business Fundamentals
- Graduate Certificate in General Management
- Graduate Certificate in International Business

Graduate Certificate in Human Resource Management

Required:	GBUS 843	Strategic Human Resource Management
Choose 2 of:	GBUS 817	Human Behaviour in Organizations
	GBUS 844	Labour Relations & Collective Bargaining
	GBUS 861	Organization Theory
	GBUS 862	Human Resources Systems Analysis
	GBUS 863	Staffing Organizations
	GBUS 864	Compensation

Graduate Certificate in Business Fundamentals

Choose 3 of:	GBUS 816	Production & Operations Management
	GBUS 843	Strategic Human Resource Management
	GBUS 832	Accounting for Managers
	GBUS 833	Financial Management
	GBUS 840	Strategic Marketing

Graduate Certificate in General Management

Required:	GBUS 830	Social Issues in Business
Choose 2 of:	GBUS 817	Human Behaviour in Organizations
	GBUS 836	Innovation & Entrepreneurship
	GBUS 860	Managing Change
	GBUS 865	Project Management

Graduate Certificate in International Business*

Required:	GBUS 835	International Business
Required:	GBUS 841	International Marketing
Required:	GBUS 891	International Financial Management

* Note: may need to consider some course choices in the International Business certificate, to provide students with some more flexibility.

Graduate Certificate Comparison

University	Master's Certificate	# of courses or (Cr hrs)	Cost	# of courses in related Masters program	# of cert courses used in Masters program
Schulich School of Business – York University	Masters certificate in Project Management	9 modules	\$8,700	10-20 courses, 30-50 cr hrs. (Students who have an undergrad bus degree and 2 years of work experience can complete the MBA in 10 classes)	None
	Masters certificate in Operational Risk Management	7 modules	\$10,500		
http://www.seec.schulich.yorku.ca					
Schulich School of Business & University of Lethbridge	Masters certificate in Business Analysts	13 modules	\$7500+GST	4 modules in 12 months MSc (Management)	None
http://www.uleth.ca/man-execprog/programs/analysts/					
Keller Graduate School of Business - DeVry	Graduate Certificates in: Accounting Business Administration Electronic Commerce Mgmt Entrepreneurship Financial Analysis Health Services Mgmt Human Resource Mgmt Project Mgmt				
http://www.directdegree.com/scripts/offer.php?offer=DEVRY-008&file=grabad&&session=1					
Kansas State University	Graduate Certificate in Business Administration	5 courses – 15 cr hrs		52 cr hrs. (Students may waive 6-12 cr hrs. if they have earned a B average in a undergrad bus degree)	All 5 courses required for the certificate are MBA Core courses.
http://www.dce.ksu.edu/gradcib					
Penn State Great Valley	Graduate Certificate in Business <ul style="list-style-type: none"> • Critical Success Factors for Business Leadership Certificate • Essentials of Entrepreneurship Certificate 	5 courses - 15 cr hrs		The MBA requires between 11-18 courses, 33 and 54 cr hrs. (Students may be exempt from up to 21 credits if they hold a undergrad bus degree.)	All 15 credit hours will be applied to the MBA. Program.
http://www.gv.psu.edu/content822.htm					
Eastern Michigan University	Graduate Certificate in Bus ADMN. Graduate Certificate in an Area of Specialization: <ul style="list-style-type: none"> • Accounting (Taxation or Financial and Operational Controls), 	7 3 cr hr courses. 3-5 3 cr hr courses		The MBA requires 19-21 courses, 57-63 cr hrs . Students may complete the program in as little as 36 cr hrs with an undergrad bus	Several of the courses listed in the Specialized certificate are identical in the Specialized MBA program.

Graduate Certificate Comparison

	<ul style="list-style-type: none"> • E-Business, • Entrepreneurship, • Finance, • Human Resource Management, • International Business, • Marketing Management, • Management Information Systems, • Organizational Development, • Supply Chain Management. 			degree)	Mention of admission requirements when transferring to the MBA program.
http://www.emich.edu/public/cob/gr/certificates.html					
Ball State University – Indiana	Business Essentials for Professionals Certificate	4 courses	\$1000/course - resident	10 courses (30 cr hrs)	All 4 courses will be used in the MBA program (the certificate completes 4 of the 6 Foundational courses)
http://www.bsu.edu/cob/article/0..13929--..00.html					
John Hopkins - Maryland	Graduate Certificate in Information Security management	5 courses		24 courses (MBA/MS in Info Security Management)	4 of the 5 courses can be used in the MBA/MS Info Security Management
	Graduate certificate in Risk Communication in Organizations	5 courses (13 cr hrs)		22 courses (MA/MBA Communication Dual degree)	These 5 certificate courses cannot apply to the MA/MBA program.
http://business.jhu.edu/transitions/index.cfm					
Royal Roads University	Human Resources Management Graduate Certificate	4 courses – 9 cr hrs		18 courses, 64 cr hrs. (this includes the research project)	Yes – Advanced Standing in the MBA program will be awarded as well as some tuition reimbursement.
http://www.royalroads.ca/programs/faculties-schools-centres/faculty-management/					
University of Alberta	Graduate Certificate in Project Management	7 modules	\$6495	Fulltime – 57 cr hrs/	None
http://execed.bus.ualberta.ca/programs/					
McGill University	Graduate Certificates in Management E-Commerce Treasury/Finance International Business Marketing Health Care Operations Management Taxation Leadership	5 courses, 15 cr hrs		Full-Time – 20 month program	None
http://www.mcgill.ca/conted-cms/programs/grad/					

Graduate Certificate Comparison

University of Ottawa	Certificate in E-Business	18 cr hrs		54 cr hrs.	No mention on the website, however some of the courses in the certificate are listed in the MBA program
http://www.grad.uottawa.ca/programs/certificates/e-business/certificate_requirements.html					
Seneca College	International Business Management (IBS)	12 modules		No MBA program in house	Eligible to transfer up to 3 courses to MBA program at Centenary College, NJ
	Human Resources Management	13 modules			
	Marketing Management	10 modules			
http://www.senecac.on.ca/fulltime/index.htm					
Niagara College	International Business Management Graduate Certificate	12 modules		MBA (HR Concentration) – 51 cr hrs	
	Human Resources Management	13 modules			
http://niagarac.on.ca/studying/programs/fulltime/busn_0447/					
John Molson School of Business Concordia University	E-Business Graduate Certificate	7 courses – 14 months to complete		19 courses, 57 cr hrs.	No mention on the website, courses do not match the MBA courses
http://johnmolson.concordia.ca/programs/index.cfm					