

MEMO

Dean of
Graduate Studies

STREET ADDRESS

Maggie Benston Student Services
Centre 1100
Burnaby BC V5A 1S6
Canada

MAILING ADDRESS

8888 University Drive
Burnaby BC V5A 1S6
Canada

TO: Senate

TEL

FROM Wade Parkhouse, Dean, Graduate Studies



RE Beedie School of Business

[GS2011.17]

CC Colleen Collins

DATE September 14, 2011

For information

Acting under delegated authority at its meeting of 12 September 2011, the SGSC approved the following curriculum revisions:

Effective Date is May 2012**Beedie School of Business****[GS2011.17]****a. Master Program, Business Administration (EMBA Program)****i) New course proposals:**

BUS 650-3 Business Ethics and Social Responsibility
BUS 664-4 New Ventures

ii) Change of title: BUS 670-4: Accounting for Decision Making**b. Master Program, Business Administration (MBA Program)****i) Changes to program requirements:**

Eliminate BUS 713-4 Essays option

Replace with BUS 718-4 Strategic Management/Comprehensive Examination

New Special Topics in Business Administration courses:

BUS 720-2

BUS 721-3

BUS 722-4

ii) Change of title:

BUS 704-3 Leadership and Teamwork

BUS 708-3 Financial Management

Senators wishing to consult a more detailed report of curriculum revisions may do so by going to Docushare:

<https://docushare.sfu.ca/dsweb/View/Collection-12682>

If you are unable to access the information, please call [778-782-3168](tel:778-782-3168) or email shelley_gair@sfu.ca.

c. Master Program, Business Administration (MFRM)

- i) Changes to program requirements:
 - Clarification of electives for streams:
 - Investment Management Stream: BUS 816-3 and BUS 823-3
 - Risk Management Stream: BUS 866-3 and BUS 867-3

d. Master Program, Business Administration (MOT MBA)

- i) Changes to program requirements:
 - Addition of language permitting the substitution of courses
 - Deletion of course waiver for BUS 762-4 Project Management

e. Graduate Diploma in Business Administration (GDBA)

- i) Changes to program requirements:
 - Addition of language permitting the substitution of courses

Senators wishing to consult a more detailed report of curriculum revisions may do so by going to Docushare:
<https://docushare.sfu.ca/dsweb/View/Collection-12682>
If you are unable to access the information, please call [778-782-3168](tel:778-782-3168) or email shelley_gair@sfu.ca.

SIMON FRASER UNIVERSITY

NEW GRADUATE COURSE PROPOSAL FORM

When a department proposes a new course it must first be sent to the chairs of each faculty graduate program committee where there might be an overlap in course content. The chairs will indicate that overlap concerns have been dealt with by signing the appropriate space or via a separate memo or e-mail (attach). The new course proposal must also be sent to the Library for a report.

Once overlap concerns have been dealt with, signatures indicate approval by the department, home faculty and Senate Graduate Studies Committee.

Department or School: Business Administration

Proposed course number and title: Bus 650 Business Ethics and Social Responsibility

Other Faculties:

Other Faculties approval indicates that the Dean(s) or designate of other Faculties affected by the proposed new course support(s) the approval of the new course.

Name of Faculty	Signature	Date
Name of Faculty	Signature	Date
Name of Faculty	Signature	Date
Name of Faculty	Signature	Date
Name of Faculty	Signature	Date

Departmental approval (non-departmentalized faculties need not sign)

Department Graduate Program Committee

Signature [Signature] Date July 15, 2011

Department Chair

Signature _____ Date _____

Faculty approval

Faculty approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/Department commits to providing the required Library funds and any other necessary resources

Faculty Graduate Program Committee

Signature Colleen Collins Digitally signed by Colleen Collins
DN: cn=Colleen Collins, o=Simon Fraser University, ou=Faculty of
Business, email=colleen.collins@sfu.ca, c=CA
Date: 2011.08.09 21:07:55 -0700 Date July 15, 2011

SGSC approval

Signature [Signature] Date Sept. 13/11

SGSC approval indicates that the Library report has been seen, and all resource issues dealt with. Once approved, new course proposals are sent to Senate for information.

NEW GRADUATE COURSE PROPOSAL FORM

Subject: BUS (max. 4 chars) **Catalog Number:** 650

Course Title: Business Ethics and Social Responsibility (max. 80 char.)

Short Title (appears on transcripts etc.) Ethics (max. 25 char.)

Course Description for Calendar: (append a course outline as a separate document)

Examines the rising interest, relevance and importance of business ethics to both effective managers in the firm and to efficient administrators in government and not-for-profit organizations.

Units: 3

Available Course Components: (select all that apply)

☐ Lecture

☒ Seminar

☐ Laboratory

☐ Practicum

Prerequisites: (if any)

Campus at which course will be offered: Vancouver - Segal

Estimated Enrolment: 30 **The term course will first be offered:** Summer 2012

Frequency of course offering: Once a year

Grading Basis: ☒ Graded ☐ Satisfactory/Unsatisfactory ☐ In Progress/Complete

Justification:

Course has been taught by Mark Wexler to many cohorts as a Special Topics Course.

Resources:

Faculty member(s) who will normally teach this course:
(append information about their competency to teach the course)

(Mark Wexler)

Number of additional faculty members required in order to offer this course: 0

Additional space required in order to offer this course: (append details) 0

Additional specialized equipment required in order to offer this course: (append details)
0

Additional Library resources required: (append details) **Annually \$** 0 **One-time \$** 0

If additional resources are required to offer this course, the department proposing the course should be prepared to provide information on the source(s) of those additional resources.

Upon approval of the course proposal, the Dean of Graduate Studies office will consult with the department or school regarding other course attributes that may be required to enable the proper entry of the new course in the student record system.



BEEDIE SCHOOL OF BUSINESS
EXECUTIVE MBA PROGRAM

SUMMER 2011

BUS 652 – ETHICS

Dr. Mark N. Wexler

EMBA 2010
Segal Room: 4800
E-mail: wexler@sfu.ca

Segal Office: 3520
Segal Phone: 778-782-7846
Segal Fax: 778-782-5122

Introduction:

"All that is necessary for the triumph of evil is that good men do nothing"
Edmund Burke (Philosophical Papers).

"If you don't have integrity, you have nothing. You can't buy it. You can have all the money in the world, but if you are not a moral and ethical person, you really have nothing"

Henry Kravis (founder, KKR Kohlberg Kravis Roberts & Co.).

"If ethics are poor at the top, that behavior is copied down throughout the organization"

Robert Noyce (inventor of the silicon chip).

"We don't think of ourselves as do-gooders or altruists. It's just that somehow we are trying our best to run with a sense of a moral compass even in a business environment that is growing"

Craig Newmark (Founder, Craigslist).

"It takes 20 years to build the reputation and 5 minutes to ruin it. If you think about that you'll do things differently."

(Warren Buffet, CEO Berkshire Fund).

Course Overview

In this seminar, we will examine the rising interest, relevance and importance of business ethics to both effective managers in the firm and to efficient administrators in government and not-for-profit organizations. Our discussion will focus upon the moral standards we employ to evaluate whether acts are assessed as laudable and ought to be rewarded or chided, duly avoided and punished. We will systematically discuss business ethics at three different levels of analysis – the **individual**, **organizational** and **systems** level and we will distinguish **illegal from unethical behavior** at each of these levels. The practicing manager will find it important to develop a better understanding of business ethics in order to enhance his or her skills as a leader who can **make good decisions in the midst of controversy**. The role of ethical leadership rises in importance in business when the rules are monitored poorly, complexity increases and change prevails. These conditions mark many of our workplaces. They challenge us to develop skill in part of

Summary of Work and Deadlines:

- Group Presentation: Due Aug,5/6...30%
- Ethics Quandaries: Due July,9...30%
- Take Home Exam: Due Aug 15...40%

Note on Preparing for First Class:

On the SharePoint Mark will post the Overheads for the course. Of the roughly 120 (pages) in the package we will focus our attention on about 40. These largely depend upon the particular interests and emergent topics that arise in discussions. If there are particular issues that you would like to see either raised, or gone into in more depth, contact Dr. Wexler. This can be done either before the course or between sessions.

Be prepared to challenge assumptions regarding “prescriptive” ethics. Our focus is upon “descriptive” ethics. The course puts less stress upon what we “should” do and more upon what we do and believe to be principled. It discusses competing versions of the “good” or “principled” used to make decisions by practicing managers.

See you on June 19.

SIMON FRASER UNIVERSITY

NEW GRADUATE COURSE PROPOSAL FORM

When a department proposes a new course it must first be sent to the chairs of each faculty graduate program committee where there might be an overlap in course content. The chairs will indicate that overlap concerns have been dealt with by signing the appropriate space or via a separate memo or e-mail (attach). The new course proposal must also be sent to the Library for a report.

Once overlap concerns have been dealt with, signatures indicate approval by the department, home faculty and Senate Graduate Studies Committee.

Department or School: Business Administration

Proposed course number and title: Bus 664 New Ventures

Other Faculties:

Other Faculties approval indicates that the Dean(s) or designate of other Faculties affected by the proposed new course support(s) the approval of the new course.

Name of Faculty	Signature	Date
Name of Faculty	Signature	Date
Name of Faculty	Signature	Date
Name of Faculty	Signature	Date
Name of Faculty	Signature	Date

Departmental approval (non-departmentalized faculties need not sign)

Department Graduate Program Committee

Signature [Signature] Date July 15, 2011

Department Chair

Signature [Signature] Date July 15, 2011

Faculty approval

Faculty approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/Department commits to providing the required Library funds and any other necessary resources

Faculty Graduate Program Committee

Signature Colleen Collins Digitally signed by Colleen Collins
DN: cn=Colleen Collins, ou=Simon Fraser University, o=Simon Fraser University
Business, email=colleen.collins@sfu.ca, c=CA
Date: 2011.02.07 21:07:55 -0600 Date July 15, 2011

SGSC approval

Signature [Signature] Date Sept 13/11

SGSC approval indicates that the Library report has been seen, and all resource issues dealt with. Once approved, new course proposals are sent to Senate for information.

NEW GRADUATE COURSE PROPOSAL FORM

Subject: BUS (max. 4 chars) **Catalog Number:** 664

Course Title: New Ventures (max. 80 char.)

Short Title (appears on transcripts etc.) New Ventures (max. 25 char.)

Course Description for Calendar: (append a course outline as a separate document)

The challenge in business today is to move away from functional silos and adopt an innovative, cross-functional approach to problem-solving. Consistent with this challenge, our focus will be on entrepreneurship, or the "pursuit of opportunity without regard to resources currently controlled".

Units: 4

Available Course Components: (select all that apply)

☐ Lecture

☒ Seminar

☐ Laboratory

☐ Practicum

Prerequisites: (if any)

Campus at which course will be offered: Vancouver - Segal

Estimated Enrolment: 30 **The term course will first be offered:** Spring 2012

Frequency of course offering: Once a year

Grading Basis: ☒ Graded ☐ Satisfactory/Unsatisfactory ☐ In Progress/Complete

Justification:

Has been taught as a Special Topics course to several cohorts.

Resources:

Faculty member(s) who will normally teach this course:
(append information about their competency to teach the course)

Eric Gedajlovic

Number of additional faculty members required in order to offer this course: 0

Additional space required in order to offer this course: (append details) 0

Additional specialized equipment required in order to offer this course: (append details)
0

Additional Library resources required: (append details) **Annually \$** 0 **One-time \$** 0

If additional resources are required to offer this course, the department proposing the course should be prepared to provide information on the source(s) of those additional resources.

Upon approval of the course proposal, the Dean of Graduate Studies office will consult with the department or school regarding other course attributes that may be required to enable the proper entry of the new course in the student record system.

Managing New Ventures

SFU BUSINESS EXECUTIVE MBA

Spring 2011

BUS 663 – COURSE OUTLINE

Class:	EMBA 2011	Instructor:	Dr. Michael Morris
Email:	mhm@okstate.edu	Telephone:	405-744-5357
Office Hours:	Catch me anytime while the course is in session, and by phone or email otherwise	Office Location:	xxxx
		Lecture Location:	Room 4800
Course Dates & Timings:	Friday, February 11, 9:00am –5:00pm Saturday, February 12, 8:30 am - 4:30pm Friday, February 25, 9:00am –5:00pm Saturday, February 26, 8:30am – 4:30pm		
Required Reading Material:	J. Timmons, S. Spinelli (2010) <u>New Venture Creation</u> , Eighth Edition, New York: McGraw-Hill Irwin. Plus: a set of required readings and case studies (listed at end of syllabus) Suggested additional resources are also listed at the end of the syllabus		

INTRODUCTION

Welcome to the entrepreneurial revolution! The business world in which you will manage people and organizations is not the one of your parents or grandparents. It is a world defined by dramatic change and high levels of ongoing turbulence, which means both more threats and more opportunities are confronting every business. A major result is that the new competitive landscape can be characterized as the **age of entrepreneurship**. Today, the essence of competitive advantage does not lie in traditional areas such as low cost or high quality. Rather, competitive advantage is defined in terms of speed, innovativeness, adaptability, flexibility, and aggressiveness. In short, advantage comes from being more entrepreneurial than the competitor. Hence our focus in this course is entrepreneurial management and the nature of the entrepreneurial process.

The course is meant to serve an integrative role, bringing together all the pieces and parts of business. The challenge in business today is to move away from functional silos and adopt an innovative, cross-functional approach to problem-solving. Consistent with this challenge, our focus will be on entrepreneurship, or the “pursuit of opportunity without regard to resources currently controlled”. There is no aspect of business that is more inter-disciplinary and **cross-functional** than entrepreneurship. We will explore how something is created from nothing, in the process examining the interface between

entrepreneurship and marketing, economics, technology, financing, logistics and operations, human resource management, ethics, and other key areas.

Further, this is a course that explores ways of thinking and ways of acting. Accordingly, we shall approach entrepreneurship as a **mindset**, an attitude, a way of managerial thinking. We shall also approach it as a behavior, an activity, a manageable process that can be applied in any organizational context. And ultimately, we shall try to convey entrepreneurship as a philosophy of life---as a philosophy for your life.

The course explicitly addresses a common criticism directed at MBA students and programs. Concerns are frequently raised that graduate students and programs are strong on theory and strategic thinking, but short on the practical issues surrounding the **implementation** of these strategies and the pragmatic application of theories and concepts. As such, this is a course on implementation. The central focus will be on the business plan, where you not only have to come up with an innovative concept or idea, but you have to address implementation issues. You will also be responsible for addressing implementation issues as they apply to a series of cases.

My challenge to you is to use this course to explore your own approach to management. You will be doing something entrepreneurial, as it is the central requirement of the course. So, make it something truly innovative---something that makes **a difference**. Define yourself as an agent of change.

COURSE OBJECTIVES

This is an overview course on the principles entrepreneurship for graduate students. It is designed to introduce students to some of the core concepts and tools used to increase the likelihood of organizational success in launching and running new ventures both in the for-profit and non-profit sectors. Specifically, the course will focus on a number of learning objectives. Upon completion of the course, you should be able to:

- Recognize your own entrepreneurial potential and how that potential can be applied in a variety of professional contexts;
- Appreciate the critical role of entrepreneurial management in achieving sustainable competitive advantage in the contemporary business environment;
- Approach managerial problems and opportunities from a more entrepreneurial perspective;
- Understand the nature of the entrepreneurial process and the many contexts in which that process applies;
- Apply ideas and insights from a variety of disciplines and functional areas to the process involved in creating innovative concepts and new ventures;
- Appreciate the requirements surrounding the creation of a new venture, the kinds of obstacles encountered, and approaches for overcoming those obstacles;
- Critique innovative concepts and ideas and the underlying opportunities that give rise to those venture ideas;
- Appreciate and master the issues surrounding implementation of an entrepreneurial idea;
- Demonstrate a mastery of resource leveraging and guerrilla management skills;

- Engage in reflective thinking and creativity in addressing problems that surround an entrepreneurial initiative.

To help you achieve the above objectives, and hone your entrepreneurial judgement, we will use a combination of pedagogical approaches: (1) class lecture on key theoretical concepts, tools, and management approaches to entrepreneurship and their application in organizations; (2) class discussion of aforementioned topics and business cases; and (3) writing an entrepreneurial business plan. There is a lot of emphasis on learning by doing. The more you put into this course, the more you get out of it. Through the cases and business plan development you will be exposed to a variety of strategic situations, and these situations will allow you to use your knowledge, talents, judgments, and skills. By their very nature, the cases and business plan are very ambiguous. Problems are multifaceted and there are typically no “right” answers.

COURSE SCHEDULE

The following table shows the tentative course schedule on a daily-hourly basis over the 4-day period. The beginning and end times should be adjusted accordingly depending on the date. The schedules for all the assignments are fixed and the instructor may change the lecture schedules depending on the need of the situation and the workload.

	February 11	February 12	February 25	February 26
8:30/9:00- 10:00	Course Overview; Introduction to Entrepreneurship - Read Ch. 1	Business Models & Plans; Read Ch. 8 and Nuts & Bolts	Concept Pitches	Operations within a New Venture; -Read Ch. 9
10:15-12:00	The Entrepreneurial Process; -Read Ch. 3	Economics of a Venture; Read Handout	Financing a Venture; -Read Ch. 13 & 14	Innovation and Technology -Read Ch. 4
13:00-14:30	Understanding the Entrepreneur; -Read Ch. 2	Understanding Risk and Related Issues	Valuation and Deal Structure; Read Ch. 15 &16	Challenges of Growth; -Read Ch. 17 and 19
14:45- 15:45/16:15	Opportunity Recognition and Concept Development ; -Read Ch. 5 & 6	Resource Leveraging; -Read Ch. 11	Guerrilla Marketing; -Read handout	Ethical Issues and the Entrepreneur; -Read Ch. 10 and 7
Final 45 minutes of class	Case Presentation & Discussion	Case Presentation & Discussion	Case Presentation &Discussion	Case Presentation & Discussion;

EVALUATION OF STUDENT PERFORMANCE

Class Participation/Contribution	15%
Concept Write-up (individual)	10%
Concept Elevator Pitch	10%
Case Presentation (group)	20%
Case Write-up (individual)	10%
Business Plan	<u>35%</u>
	100%

Scale: A 100-90

B 90-80

C 80-70

D 70-60

F < 60

MODUS OPERANDI

1. The class uses a combination of lectures, readings, case studies and working on real-life ventures and participant presentations.
2. You are expected to come to class having read the assignments, and play an active in the discussions that take place during class periods. This means reflecting on the readings, and preparing all cases in advance. The issue is the quality of your contribution more than the quantity. Participation/contribution includes asking questions, answering questions, agreeing or disagreeing with points made by the instructor or your peers, insights provided regarding the assigned cases, examples that you bring into class from your own life experiences that relate to issues we are discussing, and so forth.
3. The same group structure will be used as in other courses. Exceptionally, if the instructor feels it appropriate he may shuffle slightly for the purpose of equal balance and good diversity.
4. Due to the compressed schedule, participants are encouraged to discuss/communicate with the course instructor even before the start of the course. Feel free to express interests, ideas or personal purpose in this course. While completing an assignment, participants are strongly encouraged to discuss the contents and ideas on an ongoing basis, rather than submitting a finalized document. (Never hesitate to catch me in the corridors or shoot me an email or give me a call to discuss/clarify an issue).
5. There is no single or final exam. Rewarding is focused towards consistent high quality work and a high degree of individual and group participation throughout the course.
6. Unless explicitly mentioned, all written assignments should be submitted in hard and soft copies.

SFU Connect

sheilagh@sfu.ca

± Font Size ±

FW: New Proposed Courses -- library report

From : Colleen Collins <colleen.collins@sfu.ca>
Subject : FW: New Proposed Courses -- library report
To : Sheilagh MacDonald <sheilagh@sfu.ca>

Mon, Sep 12, 2011 11:03 AM

Colleen Collins PhD.
Associate Dean
Segal Graduate School
Beedie School of Business
Simon Fraser University
778-782-5195

-----Original Message-----

From: Gwen Bird [mailto:gbird@sfu.ca]
Sent: September-12-11 10:59 AM
To: Business Admin - Segal
Cc: Colleen Collins; Megan L. Crouch; Karen Marotz
Subject: Re: New Proposed Courses

Dear Maria,

I have reviewed the course proposals for BUS 650 and 664 and concluded that no additional library resources will be required to support them.

I have therefore added them to the appropriate list at www.lib.sfu.ca/collections/course-assessments. This will be enough to indicate library sign-off as they move through the approval process.

regards,
Gwen

----- Original Message -----

From: "Business Admin - Segal" <busadmin@sfu.ca>
To: "gwen bird" <gwen_bird@sfu.ca>
Cc: "Colleen Collins" <dodd@sfu.ca>
Sent: Friday, August 26, 2011 11:59:45 AM
Subject: New Proposed Courses

Hi Gwen,

I am emailing you on behalf of Colleen Collins. I have attached the memos that we will be sending to SGSC for the next meeting. We are creating 2 new courses for EMBA since these were run as Special Topics courses for many years and we are adding a few special topics courses to the MBA program.

Hi Gwen,

I am emailing you on behalf of Colleen Collins. I have attached the memos that we will be sending to SGSC for the next meeting. We are creating 2 new courses for EMBA since these were run as Special Topics courses for many years and we are adding a few special topics courses to the MBA program.

Please let me know if you have any questions.

Regards,

Maria (Del Guercio) Szymczak

Program Assistant

Segal Graduate Programs

Beedie School of Business at Simon Fraser University

3235-500 Granville Street Vancouver BC V6C 1W6

778-782-9255 office

778-782-5122 fax

busadmin@sfu.ca

www.beedie.sfu.ca

--

Gwen Bird

Associate University Librarian, Collections Services Simon Fraser University
Burnaby, BC V5A 1S6

ph: 778.782.3263 | fax: 778.782.3023

--

Sheilagh MacDonald

Secretary, Dean of Graduate Studies

sheilagh@sfu.ca

phone: 778 782 4255

fax: 778 782 3080

SFU**SIMON FRASER UNIVERSITY**
DEAN OF GRADUATE STUDIES

Graduate Course Minor Change Form

This form is for an SFU department or program to request a minor change to an existing graduate course. After approval and signature by the faculty graduate studies committee, this form should be forwarded to the Dean of Graduate Studies for approval by the Senate Graduate Studies Committee (SGSC). SGSC will forward the approval to Senate for information.

DEPARTMENT

Department / School / Program Business	Contact name Colleen Collins	Contact email dodd@sfu.ca
Please revise the following elements of the indicated graduate course: ☐ Catalogue number ☐ Units ☒ Title ☐ Description ☐ Other: _____		

CURRENT COURSE

Please complete only the fields to be changed.

Program (eg. ECON) Bus	Number (eg. 810) 670 ✓	Units (eg. 4) 4 ✓
Course title (max 80 characters) Financial Accounting ✓		
Short title (appears on transcripts, max 25 characters)		
Course description for SFU Calendar ☒ see attached		
Available course components ☐ Lecture ☒ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Grading basis ☒ Graded ☐ Satisfactory / Unsatisfactory ☐ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

REVISED COURSE

Please complete only the fields to be changed.

Program (eg. ECON) Bus	Number (eg. 810) 670	Units (eg. 4) 4
Course title (max 80 characters) Accounting for Decision Making ✓		
Short title (appears on transcripts, max 25 characters)		
Course description for SFU Calendar ☒ see attached		
Available course components ☐ Lecture ☒ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Grading basis ☒ Graded ☐ Satisfactory / Unsatisfactory ☐ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

APPROVALS

Colleen Collins
Faculty graduate studies committee name
Leanne House
Senate graduate studies committee name

[Signature]
Signature
[Signature]
Signature

July 15, 2011
Date
Sept 13/11
Date



FACULTY OF BUSINESS ADMINISTRATION

Memo

To: Wade Parkhouse, Dean of Graduate Studies

From: Colleen Collins, Associate Dean, Graduate Programs

Date: July 15, 2011

Re: MBA Program Calendar Changes and removal of Bus 713

The MBA program would like to:

- Eliminate the Bus 713 – Essays option and replace it with Bus 718 - Strategic Management Capstone Course which includes a comprehensive exam. Currently students have the option of taking Bus 718 but we would like to make it the only option. ✓
- Change the titles of Bus 704 and Bus 708. The program would like Bus 704 to be titled Leadership and Teamwork and Bus 708 to be titled Financial Management ✓
- Add three special Topics Courses: Bus 720, Bus 721 and Bus 722 ✓
- Change the program requirements to a minimum of 45 units (currently they must complete 45 units)
- The following calendar changes:

*Calendar
change
only*

From: Master of Business Administration Beedie School of Business Simon Fraser University Calendar Fall 2011 This master of business administration program provides broad-based and rigorous business education to prepare students for the global business world. The program is designed for individuals who are early in their career and have non-business undergraduate degrees.	To: Master of Business Administration Beedie School of Business Simon Fraser University Calendar 2011 Fall This master of business administration program provides broad-based and rigorous business education to prepare students for the global business world. The program is designed for individuals who are early in their career and have non-business undergraduate degrees.
---	---

SIMON FRASER UNIVERSITY

NEW GRADUATE COURSE PROPOSAL FORM

When a department proposes a new course it must first be sent to the chairs of each faculty graduate program committee where there might be an overlap in course content. The chairs will indicate that overlap concerns have been dealt with by signing the appropriate space or via a separate memo or e-mail (attach). The new course proposal must also be sent to the Library for a report.

Once overlap concerns have been dealt with, signatures indicate approval by the department, home faculty and Senate Graduate Studies Committee.

Department or School: Business Administration

Proposed course number and title: Bus 720 Special Topics in Business Administration

Other Faculties:

Other Faculties approval indicates that the Dean(s) or designate of other Faculties affected by the proposed new course support(s) the approval of the new course.

Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____

Departmental approval (non-departmentalized faculties need not sign)

Department Graduate Program Committee

Signature _____ Date _____

Department Chair

Signature _____ Date _____

Faculty approval

Faculty approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/Department commits to providing the required Library funds and any other necessary resources

Faculty Graduate Program Committee

Signature Colleen Collins Digitally signed by Colleen Collins
DN: cn=Colleen Collins, o=Simon Fraser University, ou=Faculty of
Business, email=colleen.collins@sfu.ca, c=CA
Date: 2011.02.01 21:07:56 -0800 Date August 26, 2011

SGSC approval

Signature [Signature] Date Sept 13/11

SGSC approval indicates that the Library report has been seen, and all resource issues dealt with. Once approved, new course proposals are sent to Senate for information.

NEW GRADUATE COURSE PROPOSAL FORM

Subject: BUS (max. 4 chars) **Catalog Number:** 720

Course Title: Special Topics in Business Administration (max. 80 char.)

Short Title (appears on transcripts etc.) Special Topics (max. 25 char.)

Course Description for Calendar: (append a course outline as a separate document)

Units: 2

Available Course Components: (select all that apply)

☐ Lecture

☒ Seminar

☐ Laboratory

☐ Practicum

Prerequisites: (if any)

Campus at which course will be offered: Vancouver - Segal

Estimated Enrolment: 50 **The term course will first be offered:** _____

Frequency of course offering: Once a year

Grading Basis: ☒ Graded ☐ Satisfactory/Unsatisfactory ☐ In Progress/Complete

Justification:

Resources:

Faculty member(s) who will normally teach this course:
(append information about their competency to teach the course)

Number of additional faculty members required in order to offer this course: 0

Additional space required in order to offer this course: (append details) 0

Additional specialized equipment required in order to offer this course: (append details)
0

Additional Library resources required: (append details) **Annually \$** 0 **One-time \$** 0

If additional resources are required to offer this course, the department proposing the course should be prepared to provide information on the source(s) of those additional resources.

Upon approval of the course proposal, the Dean of Graduate Studies office will consult with the department or school regarding other course attributes that may be required to enable the proper entry of the new course in the student record system.

4

SIMON FRASER UNIVERSITY

NEW GRADUATE COURSE PROPOSAL FORM

When a department proposes a new course it must first be sent to the chairs of each faculty graduate program committee where there might be an overlap in course content. The chairs will indicate that overlap concerns have been dealt with by signing the appropriate space or via a separate memo or e-mail (attach). The new course proposal must also be sent to the Library for a report.

Once overlap concerns have been dealt with, signatures indicate approval by the department, home faculty and Senate Graduate Studies Committee.

Department or School: Business Administration

Proposed course number and title: Bus 721 Special Topics in Business Administration

Other Faculties:

Other Faculties approval indicates that the Dean(s) or designate of other Faculties affected by the proposed new course support(s) the approval of the new course.

Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____
Name of Faculty _____	Signature _____	Date _____

Departmental approval *(non-departmentalized faculties need not sign)*

Department Graduate Program Committee

Signature _____ Date _____

Department Chair

Signature _____ Date _____

Faculty approval

Faculty approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/Department commits to providing the required Library funds and any other necessary resources

Faculty Graduate Program Committee

Signature Colleen Collins Digitally signed by Colleen Collins
DN: cn=Colleen Collins, o=Simon Fraser University, ou=Faculty of
Business, email=colleen.collins@sfu.ca, c=CA
Date: 2011.02.07 21:07:58 -0800 Date August 26, 2011

SGSC approval

Signature [Signature] Date Sept 13/11

SGSC approval indicates that the Library report has been seen, and all resource issues dealt with. Once approved, new course proposals are sent to Senate for information.

NEW GRADUATE COURSE PROPOSAL FORM

Subject: BUS (max. 4 chars) **Catalog Number:** 720 721

Course Title: Special Topics in Business Administration (max. 80 char.)

Short Title (appears on transcripts etc.) Special Topics (max. 25 char.)

Course Description for Calendar: (append a course outline as a separate document)

Units: 3

Available Course Components: (select all that apply)

☐ Lecture ☒ Seminar ☐ Laboratory ☐ Practicum

Prerequisites: (if any)

Campus at which course will be offered: Vancouver - Segal

Estimated Enrolment: 50 **The term course will first be offered:** _____

Frequency of course offering: Once a year

Grading Basis: ☒ Graded ☐ Satisfactory/Unsatisfactory ☐ In Progress/Complete

Justification:

Resources:

Faculty member(s) who will normally teach this course:
(append information about their competency to teach the course)

Number of additional faculty members required in order to offer this course: 0

Additional space required in order to offer this course: (append details) 0

Additional specialized equipment required in order to offer this course: (append details)
0

Additional Library resources required: (append details) **Annually \$** 0 **One-time \$** 0

If additional resources are required to offer this course, the department proposing the course should be prepared to provide information on the source(s) of those additional resources.

Upon approval of the course proposal, the Dean of Graduate Studies office will consult with the department or school regarding other course attributes that may be required to enable the proper entry of the new course in the student record system.

NEW GRADUATE COURSE PROPOSAL FORM

Subject: BUS (max. 4 chars) Catalog Number: 720 722

Course Title: Special Topics in Business Administration (max. 80 char.)

Short Title (appears on transcripts etc.) Special Topics (max. 25 char.)

Course Description for Calendar: (append a course outline as a separate document)

Units: 4

Available Course Components: (select all that apply)

☐ Lecture

☒ Seminar

☐ Laboratory

☐ Practicum

Prerequisites: (if any)

Campus at which course will be offered: Vancouver - Segal

Estimated Enrolment: 50 The term course will first be offered: _____

Frequency of course offering: Once a year

Grading Basis: ☒ Graded

☐ Satisfactory/Unsatisfactory

☐ In Progress/Complete

Justification:

Resources:

Faculty member(s) who will normally teach this course:
(append information about their competency to teach the course)

Number of additional faculty members required in order to offer this course: 0

Additional space required in order to offer this course: (append details) 0

Additional specialized equipment required in order to offer this course: (append details)
0

Additional Library resources required: (append details) Annually \$ 0 One-time \$ 0

If additional resources are required to offer this course, the department proposing the course should be prepared to provide information on the source(s) of those additional resources.

Upon approval of the course proposal, the Dean of Graduate Studies office will consult with the department or school regarding other course attributes that may be required to enable the proper entry of the new course in the student record system.

SFU**SIMON FRASER UNIVERSITY**
DEAN OF GRADUATE STUDIES

Graduate Course Minor Change Form

This form is for an SFU department or program to request a minor change to an existing graduate course. After approval and signature by the faculty graduate studies committee, this form should be forwarded to the Dean of Graduate Studies for approval by the Senate Graduate Studies Committee (SGSC). SGSC will forward the approval to Senate for information.

DEPARTMENT

Department / School / Program Business	Contact name Colleen Collins	Contact email dodd@sfu.ca
Please revise the following elements of the indicated graduate course: ☐ Catalogue number ☐ Units ☒ Title ☐ Description ☐ Other: _____		

CURRENT COURSE

Please complete only the fields to be changed.

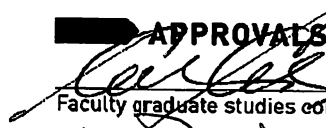
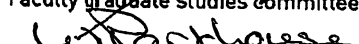
Program (eg. ECON) Bus	Number (eg. 810) 704	Units (eg. 4) 3
Course title (max 80 characters) Leadership and Team Building		
Short title (appears on transcripts, max 25 characters)		
Course description for SFU Calendar ☐ see attached		
Available course components ☐ Lecture ☒ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Grading basis ☒ Graded ☐ Satisfactory / Unsatisfactory ☐ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

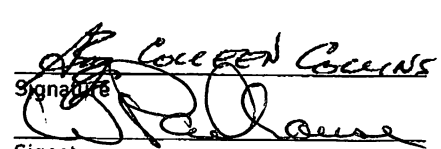
REVISED COURSE

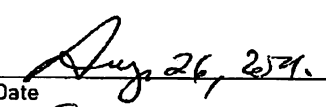
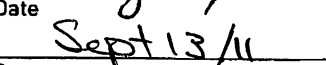
Please complete only the fields to be changed.

Program (eg. ECON) Bus	Number (eg. 810) 704	Units (eg. 4) 3
Course title (max 80 characters) Leadership and Teamwork		
Short title (appears on transcripts, max 25 characters)		
Course description for SFU Calendar ☐ see attached		
Available course components ☐ Lecture ☒ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Grading basis ☒ Graded ☐ Satisfactory / Unsatisfactory ☐ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

APPROVALS


Faculty graduate studies committee name

Senate graduate studies committee name


Signature


Date

Date

SFU**SIMON FRASER UNIVERSITY**
DEAN OF GRADUATE STUDIES

Graduate Course Minor Change Form

This form is for an SFU department or program to request a minor change to an existing graduate course. After approval and signature by the faculty graduate studies committee, this form should be forwarded to the Dean of Graduate Studies for approval by the Senate Graduate Studies Committee (SGSC). SGSC will forward the approval to Senate for information.

DEPARTMENT

Department / School / Program Business	Contact name Colleen Collins	Contact email dodd@sfu.ca
Please revise the following elements of the indicated graduate course: ☐ Catalogue number ☐ Units ☒ Title ☐ Description ☐ Other: _____		

CURRENT COURSE

Please complete only the fields to be changed.

Program (eg. ECON) Bus	Number (eg. 810) 708	Units (eg. 4) 3
Course title (max 80 characters) Finance		
Short title (appears on transcripts, max 25 characters)		
Course description for SFU Calendar ☐ see attached		
Available course components ☐ Lecture ☒ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Grading basis ☒ Graded ☐ Satisfactory / Unsatisfactory ☐ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

REVISED COURSE

Please complete only the fields to be changed.

Program (eg. ECON) Bus	Number (eg. 810) 708	Units (eg. 4) 3
Course title (max 80 characters) Financial Management		
Short title (appears on transcripts, max 25 characters)		
Course description for SFU Calendar ☐ see attached		
Available course components ☐ Lecture ☒ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Grading basis ☒ Graded ☐ Satisfactory / Unsatisfactory ☐ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

APPROVALS

Colleen Collins
Faculty graduate studies committee name
W. Parkhouse
Senate graduate studies committee name

Signature

Signature

Date

Date

August 26, 2014Sept 13/11



FACULTY OF BUSINESS ADMINISTRATION

Memo

To: Wade Parkhouse, Dean of Graduate Studies

From: Colleen Collins, Associate Dean, Graduate Programs

Date: July 15, 2011

Re: MFRM Program Calendar Changes

The MFRM program would like to change the program requirements to a "minimum" of 45 units from "45 units" and would like to make the following calendar changes, some of which were approved at the May 2010 SGSC meeting:

From: Master of Financial Risk Management Program Beedie School of Business Simon Fraser University Calendar 2011 Fall The rapid globalization of business and escalating volatility of financial markets has increased demand for professionals with skills to effectively manage financial and non-financial risks facing financial institutions, in particular, and firms in general. The study of both types of risk makes the master of financial risk management (MFRM) unique in Canada. MFRM graduates will have a solid grounding in the fundamentals of finance, asset pricing, credit, market and enterprise risk management. They measure, mitigate and learn to manage such risks in the global business arena.	To: Master of Financial Risk Management <i>Beedie School of Business Simon Fraser University Calendar Fall 2011</i> <u>The study of both financial and nonfinancial types of risk makes the master of financial risk management (MFRM) unique in Canada. MFRM graduates will have a solid grounding in the fundamentals of finance, asset pricing, credit, market, operational and enterprise-wide strategic risk management. They measure, mitigate and learn to manage such risks in the global business arena. Students have the option of completing elective courses Investment Management or Risk Management. The program consists of three full-time terms.</u> <u>Applicants should also refer to the program website www.beedie.sfu.ca/mfrm</u>
--	---

admission test (GMAT) results

- a recent passport-style photograph
- interview (shortlisted candidates only)

Applicants should also refer to the program website located at www.sfu-business.ca/mfrn.

Program Requirements

A minimum 3.0 grade point average (B grade) is required and completion of all of the following 45 units.

- BUS 801 Financial Modeling Tools (3)
- BUS 802 Foundations of Financial Economics (3)
- BUS 803 Financial Econometrics (3)
- BUS 805 Financial Economics II (3)
- BUS 809 Equity Security Analysis and Portfolio Management I (3)
- BUS 810 Fixed Income Security Analysis and Portfolio Management (3)
- BUS 814 Derivative Securities I (3)
- BUS 818 Derivative Securities II (3)
- BUS 824 Law and Regulation of Financial Institutions (3)
- BUS 857 Numerical Methods (3)
- BUS 864 Credit Risk Management (3)
- BUS 865 Market Risk Management (3)
- BUS 870 Final Project for Financial Risk Management Students (3)

Other graduate courses may be substituted for the courses listed above at the discretion of the

exam); or TOEFL 230 (computer based exam) and IELTS with a 7.0 overall band score.

- A recent passport style photograph
- Interview (shortlisted candidates only)

Program Requirements

A minimum 3.0 grade point average (B grade) is required and completion of a minimum of the following 45 units:

- Bus 801-3 Financial Modeling Tools
- BUS 802-3 Financial Economics I
- BUS 803-3 Financial Econometrics
- BUS 805-3 Financial Economics II
- Bus 809-3 Equity Security Analysis and Portfolio Management I
- BUS 810-3 Fixed Income Security Analysis
- BUS 814-3 Derivative Securities I
- Bus 816-3 Strategic Asset Allocation *
- BUS 818-3 Derivative Securities II
- Bus 823-3 Equity Security Analysis and Portfolio Management II *
- Bus 824-3 Law and Regulation of Financial Institutions
- BUS 857-3 Numerical Methods
- BUS 864-3 Credit Risk Management
- BUS 865-3 Market Risk Management
- BUS 866-3 Enterprise Risk Management for Financial Institutions **
- Bus 867-3 Accounting for Financial Instruments **
- BUS 870-3 Final Project

Other graduate courses may be substituted for the courses listed above at the discretion of the academic director.

*Students in the Investment Management stream complete Bus 823 and Bus 816. **Students in the Risk Management stream complete Bus 867 and Bus 866.

Academic Requirements within the Graduate





FACULTY OF BUSINESS ADMINISTRATION

Memo

To: Wade Parkhouse, Dean of Graduate Studies

From: Colleen Collins, Associate Dean, Graduate Programs

Date: July 15, 2011

Re: MOT Program Calendar Changes

The MOT program would like to make the following calendar changes:

- Calendar language changes
- Addition of language permitting substitution of courses

From:

Biotechnology management stream students are not required to complete two of the following courses.

BUS 756-4 Strategic Use of Information and Knowledge

BUS 762-4 Project Management

BUS 774-4 Special Topics in the Management of Technology

To:

Biotechnology management stream students are not required to complete the following courses.

BUS 756-4 Strategic Use of Information and Knowledge

~~BUS 762-4 Project Management~~

BUS 774-4 Special Topics in the Management of Technology

The MOT program would also like to make the following calendar language changes:

From: Master of Business Administration Program (Management of Technology) <i>Beedie School of Business</i>	To: Master of Business Administration Program (Management of Technology) <i>Beedie School of Business</i>
---	---

(internet-based exam), or TOEFL 570 and TWE 5 (paper-based), or TOEFL 230 (computer-based), and IELTS overall band score of 7.0.

Program Requirements

Students will maintain a minimum 3.0 grade point average (B grade) and complete a minimum of 54 units (46 units if accounting and managerial economics are waived) from the following list.

- BUS 750-4 Managing Technological Innovation
- BUS 751-4 Managerial Economics†
- BUS 752-4 Strategic Management of Technology-based Firms
- BUS 753-2 Ethics and Corporate Responsibility
- BUS 754-4 Marketing Tech-Based Products and Services
- BUS 755-2 Topics in International Business
- BUS 756-4 Strategic Use of Information and Knowledge
- BUS 758-4 Business Operations Design
- BUS 761-2 Leadership for the Technology Driven Enterprise
- BUS 762-4 Project Management
- BUS 763-2 Managing Self and Others: An Organizational Simulation
- BUS 764-4 Financing the Organization
- BUS 766-4 Managerial and Financial Accounting†
- BUS 770-2 Special Topics
- BUS 771-2 Special Topics
- BUS 772-2 Special Topics

- BUS 761-2 Leadership for the Technology Driven Enterprise
- BUS 762-4 Project Management
- BUS 763-2 Managing Self and Others: An Organizational Simulation
- BUS 764-4 Financing the Organization
- BUS 766-4 Managerial and Financial Accounting†
- BUS 770-2 Special Topics
- BUS 771-2 Special Topics
- BUS 772-2 Special Topics
- BUS 773-2 Special Topics
- BUS 774-4 Special Topics
- BUS 776-4 Special Topics
- BUS 778-4 Directed Studies in Management of Technology*
- BUS 780-6 Applied Project

*requires prior approval of the academic director
†corequisites may be waived for recent graduates in business or economics with prior approval of the academic director

Courses from the other master of business administration programs or other programs may be used as substitutes for these courses at the discretion of the academic chair.

Students wishing to complete the biotechnology management stream must successfully complete eight units of biotechnology specific courses as determined by the academic director.

Biotechnology management stream students are not required to complete the following courses.

- BUS 756-4 Strategic Use of Information and Knowledge
- ~~BUS 762-4 Project Management~~
- BUS 774-4 Special Topics in the Management of Technology



FACULTY OF BUSINESS ADMINISTRATION

Memo

To: Wade Parkhouse, Dean of Graduate Studies

From: Colleen Collins, Associate Dean, Graduate Programs

Date: July 15, 2011

Re: GDBA Program Calendar Changes

The GDBA program would like to make the following calendar changes:

- Calendar language changes
- Addition of language permitting substitution of courses ✓

From: Graduate Diploma in Business Administration <i>Beedie School of Business Simon Fraser University Calendar 2011 Fall</i> The Graduate Diploma in Business Administration (GDBA) provides core business skills to those with an undergraduate degree in a discipline other than business. Delivered online over two to six terms, the GDBA is a convenient and practical alternative to a traditional classroom-based program and provides business fundamentals to improve career prospects. Admission Requirements The basic entry qualification is a	To: Graduate Diploma in Business Administration <i>Beedie School of Business Simon Fraser University Calendar 2011 Fall</i> The graduate diploma in business administration (GDBA) provides core business skills to those with an undergraduate degree in a discipline other than business. Delivered online over two to six terms, the GDBA is a convenient and practical alternative to a traditional classroom-based program and provides business fundamentals to improve career prospects. <u>Applicants should also refer to the program website www.sfubusiness.ca/gdba</u> Admission Requirements The basic entry qualification is a degree from a recognized university in an area other than business, commerce or equivalent. A university
--	--

language is other than English. The minimum University requirement for test scores is: IELTS (International English Language Testing System) with a minimum score of 7 on the Academic Modules; or TOEFL iBT (Test of English as a Foreign Language internet based test) with an overall score of 88 or better with a minimum score of 20 in each of the four components (listening, speaking, writing, reading); or TOEFL CBT (Test of English as a Foreign language computer based test) with a minimum score of 230 including a minimum essay score of 5. • a recent passport style photograph	from the following • BUS 550-2 Financial Accounting • BUS 551-2 Managerial Accounting • BUS 552-4 Managerial Economics • BUS 553-2 Quantitative Business Methods • BUS 554-2 Management Information Systems • BUS 555-4 Managerial Finance • BUS 556-4 Marketing Management • BUS 557-4 Human Resource Management/Organizational Behavior • BUS 558-3 Special Topics* • BUS 559-4 Special Topics* • BUS 560-3 Directed Studies* *requires prior permission of the academic director <u>Courses from the other master of business administration programs or other programs may be used as substitutes for these courses at the discretion of the academic chair.</u>
Program Requirements Students complete 24 units chosen from the following. • BUS 550-2 Financial Accounting • BUS 551-2 Managerial Accounting • BUS 552-4 Managerial Economics • BUS 553-2 Quantitative Business Methods • BUS 554-2 Management Information Systems • BUS 555-4 Managerial Finance • BUS 556-4 Marketing Management • BUS 557-4 Human Resource Management/Organizational	