

## Change to Program/Graduate Diploma Academic Requirements Proposal Form

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### 1. Program/Graduate Diploma: Master of Arts in Health

### 2. Effective Session of Proposed Change(s): Fall 2019

### 3. Proposed Change(s) and Rationale

#### a) A description of the proposed modification(s) and rationale, including alignment with academic plans.

The goal of this minor revision is to update degree requirements for the MA in Health, by **changing the status of the new graduate course, Public Policy and Health (HLTH 5485 3.0), which is being offered beginning this year, to that of a core course, required for all students pursuing the MA degree.** This course was recently approved within the program's curriculum. The change aligns the calendar with current practice.

As a required course Public Policy and Health (HLTH 5485 3.0) will support the following Program Level Learning Objectives:

1. help students master a common set of key theories and concepts in health policy and equity (program learning objective A).
2. familiarize students with diverse methodological approaches in health policy and equity (program learning objective B).
3. train students to identify the relationship between ontological and epistemological assumptions and methodological choices, and the implications of these relationships for public policy research and practice (program learning objective C)

While these learning objectives are included in the range of current seminars in the program, none of these seminars contains them all. Because students can, within the limits of program requirements, choose from a range of seminars, we believe it is critical to have one required seminar that includes the cited learning objectives, thus our request for this minor change.

Furthermore, by requesting this modification we are complying with the recommendations made by the most recent 5-Year Program Reviewers.

#### c) An overview of the consultation undertaken with relevant academic units and an assessment of the impact of the modifications on other programs/graduate diplomas.

The proposed change was discussed by the Health Graduate Executive Committee in the past year and all members agreed to it. We anticipate no impact on other graduate programs.

#### d) A summary of any resource implications and how they are being addressed.

The School has recently gained few tenure-stream faculty members in the Policy field (e.g. Prof. Claudia Chaufan and Prof. Sean Hillier) and it has become possible now to offer this course on an ongoing basis.

**e) A summary of how students currently enrolled in the program/graduate diploma will be accommodated.**

The following changes do not affect students who entered the program prior to the Fall of 2019 – only students entering the program since, all of whom have been advised and are registered to take the course.

**Calendar Copy**

Existing Program/Graduate Diploma Information (change from)	Proposed Program/Graduate Diploma Information (change to)
<p><b>MASTER OF ARTS PROGRAM</b> ADMISSION REQUIREMENTS: Students with an honours degree who wish to be considered for admission to the MA <del>and direct-entry PhD</del> Graduate Program in Health must:</p> <ul style="list-style-type: none"> <li>• have completed an honours undergraduate degree with B+ average or equivalent in the last two years of study, in a field related to health policy, health management or health informatics. Related disciplines might include psychology, political science, management, or nursing.</li> <li>• provide a statement of interest demonstrating commitment to advanced research in the field. The statement should include a discussion of the applicant’s background, interests, skills and career goals, along with a proposed field of study and research interests.</li> <li>• demonstrate ability in writing and research by submitting a recent research paper or report that the applicant has written for a course or in an employment context; and,</li> <li>• provide three letters of reference, from at least one university faculty member and preferably from two university faculty members. Equivalencies (letters from non-university professional colleagues) are considered for applicants who have been out of school for more than five years.</li> </ul> <p><b>DEGREE REQUIREMENTS</b> MA Degree by Major Research Paper Students must successfully complete the</p>	<p><b>MASTER OF ARTS PROGRAM</b> ADMISSION REQUIREMENTS: Students with an honours degree who wish to be considered for admission to the MA in Health must:</p> <ul style="list-style-type: none"> <li>• have completed an honours undergraduate degree with B+ average or equivalent in the last two years of study, in a field related to health policy, health management or health informatics. Related disciplines might include psychology, political science, management, or nursing.</li> <li>• provide a statement of interest demonstrating commitment to advanced research in the field. The statement should include a discussion of the applicant’s background, interests, skills and career goals, along with a proposed field of study and research interests.</li> <li>• demonstrate ability in writing and research by submitting a recent research paper or report that the applicant has written for a course or in an employment context; and,</li> <li>• provide three letters of reference, from at least one university faculty member and preferably from two university faculty members. Equivalencies (letters from non-university professional colleagues) are considered for applicants who have been out of school for more than five years.</li> </ul> <p><b>DEGREE REQUIREMENTS</b> MA Degree by Major Research Paper Students must successfully complete the</p>

following requirements:

### 1. Courses

Masters students are required to take six 3.0 credit courses in the first two terms of study. Three of these must be the core courses common to all students in the Graduate Program in Health including Health 5405 3.0: Research Methods Seminar; two core courses common to their chosen field; and one elective course chosen from the program's electives or from another graduate program. The course requirements outlined below are designed to ensure that students benefit from the interdisciplinary nature of the fields.

### 2. Major Research Paper

Only those students completing a stand-alone MA must complete the major research paper. The research paper tests students against the educational objectives of being able to form an original researchable question, and to address it through an appropriate theoretical framework, review and synthesis of the literature, analysis of primary or secondary data sources and formation of a set of conclusions. It trains students in the formulation and writing of a specific project, and give them the experience of working independently on a project under faculty supervision. Students develop a research topic given their interests in specific areas and are supervised by faculty members with related expertise.

The major research paper is evaluated by the student's major research paper supervisor and advisor through the written work, and an oral presentation at which the student's ability to answer questions related to the major research paper is assessed. The major research paper is evaluated on the extent to which the student proposes an original researchable question, and their ability to address it through an appropriate theoretical framework, review and synthesis of the literature, analysis of primary or secondary data sources and formation of a set of conclusions. The length of the major research paper is 50 pages with an upper limit of no

following requirements:

### 1. Courses

Masters students are required to take **six 3.0 credit courses** in the first two terms of study.

**Two** of these are core courses in the Health Graduate program:

GS HLTH 5405 3.0 Graduate Research Methods

GS HLTH 5485 3.0 Public Policy and Health

In addition, MA students must complete **two** field-specific courses from among the following:

HLTH 6210 3.0 Political Economy of Health Inequities

HLTH 6220 3.0 Human Rights and Health Equity

HLTH 6230 3.0 Health Equity Analytic Orientations

HLTH 6300 3.0 Political Economy of Global Health

Finally, students must complete **two** elective courses from the remaining Health course roster, with a maximum of **one** from another graduate program upon GPD approval.

The course requirements outlined are designed to ensure that students benefit from the interdisciplinary nature of the field.

### 2. Major Research Paper

Students completing an MA in Health must complete a Major Research Paper. Students develop a research topic according to their interests and are supervised by faculty members with related or relevant expertise.

The Major Research Paper trains students to achieve the educational objectives of being able to formulate an original, researchable

~~more than 65 pages, excluding references.~~

question, review and synthesize relevant literature to inform the investigation, collect and analyse primary or secondary data sources, draw from a range of theoretical frameworks, select appropriate methodologies, and formulate a set of conclusions and implications for policy and equity. It also affords students the opportunities to work on a project of their choice independently albeit under faculty supervision.

The Major Research Paper is evaluated by the student's Major Research Paper supervisor and advisor through the written work and through an oral presentation at which the student's ability to answer questions related to the major research paper is assessed. It is evaluated on the extent to which the student meets the cited educational objectives. The length of the Major Research Paper is 50 pages (double-spaced), with an upper limit of no more than 65 pages (double-spaced), excluding references and appendices.

Please submit completed forms and required supporting documentation by email to the Coordinator, Faculty Governance— [fgsgovrn@yorku.ca](mailto:fgsgovrn@yorku.ca)

**1. Program/Graduate Diploma:** Doctor of Philosophy Program in Health

**2. Effective Session of Proposed Change(s):** Fall 2019

**3. Proposed Change(s) and Rationale**

**a) A description of the proposed modification(s) and rationale, including alignment with academic plans.**

The goal of this minor revision is to update degree requirements for the PhD in Health, by changing the status of the new graduate course, Public Policy and Health (HLTH 5485 3.0), which is being offered beginning this year, to that of a core course, required for all students pursuing the MA degree. This course was recently approved within the program's curriculum. The change aligns the calendar with current practice.

As a required course Public Policy and Health (HLTH 5485 3.0) will support the following Program Level Learning Objectives:

1. help students master a common set of key theories and concepts in health policy and equity (program learning objective A).
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3. train students to identify the relationship between ontological and epistemological assumptions and methodological choices, and the implications of these relationships for public policy research and practice (program learning objective C)

While these learning objectives are included in the range of current seminars in the program, none of these seminars contains them all. Because students can, within the limits of program requirements, choose from a range of seminars, we believe it is critical to have one required seminar that includes the cited learning objectives, thus our request for this minor change.

Furthermore, by requesting this modification we are complying with the recommendations made by the most recent 5-Year Program Reviewers.

**c) An overview of the consultation undertaken with relevant academic units and an assessment of the impact of the modifications on other programs/graduate diplomas.**

The proposed change was discussed by the Health Graduate Executive Committee in the past year and all members agreed to it. We anticipate no impact on other graduate programs.

**d) A summary of any resource implications and how they are being addressed.**

The School has recently gained few tenure-stream faculty members in the Policy field (e.g. Prof. Claudia Chaufan and Prof. Sean Hillier) and it has become possible now to offer this course on an ongoing basis.

**e) A summary of how students currently enrolled in the program/graduate diploma will be accommodated.**

The following changes do not affect students who entered the program prior to the Fall of 2019 – only students entering the program since, all of whom have been advised and are registered to take the course.

#### 4. Calendar Copy

Existing Program/Graduate Diploma Information (change from)	Proposed Program/Graduate Diploma Information (change to)
<p>Doctor of Philosophy Program</p> <p><b>ADMISSION REQUIREMENTS</b> Students with a Master’s degree who wish to be considered for admission to the PhD Program in Health must:</p> <p>have completed a master’s degree with B+ average or equivalent in a field of study related to health policy, health management or health informatics. Related disciplines might include psychology, life sciences, political science, management or nursing.</p> <p>provide a statement of interest demonstrating commitment to advanced research in the field. The statement should include a discussion of the applicant’s background, interests, skills and career goals, along with a proposed field of study and research interests</p> <p>demonstrate ability in writing and research by submitting a recent research paper or report that the applicant has written for a course or in an employment context; and,</p> <p>provide three letters of reference, from at least one university faculty member and preferably two from university faculty members. Equivalencies (letters from non-university professional colleagues) will be considered for applicants who have been out of school for more than five years.</p> <p>Applicants are assessed on the basis of academic achievement and/or demonstrated capacity or potential for advanced work in an applied area. The statement of interest and submitted research paper or report provide a basis for evaluating that potential. <del>Where there are uncertainties related to a student’s potential fit with the program, candidates may be interviewed.</del></p> <p>Candidates with backgrounds in varying disciplines are assessed by the admissions committee on a case-by-case basis. The most important factors remain research</p>	<p>Doctor of Philosophy Program</p> <p><b>ADMISSION REQUIREMENTS</b> Students with a Master’s degree who wish to be considered for admission to the PhD Program in Health must:</p> <p>have completed a Master’s degree with B+ average or equivalent in a field of study related to health policy, health management or health informatics. Related disciplines might include psychology, life sciences, political science, management or nursing.</p> <p>provide a statement of interest demonstrating commitment to advanced research in the field. The statement should include a discussion of the applicant’s background, interests, skills and career goals, along with a proposed field of study and research interests</p> <p>demonstrate ability in writing and research by submitting a recent research paper or report that the applicant has written for a course or in an employment context; and,</p> <p>provide three letters of reference, from at least one university faculty member and preferably two from university faculty members. Equivalencies (letters from non-university professional colleagues) will be considered for applicants who have been out of school for more than five years.</p> <p>Applicants are assessed on the basis of their academic achievement and demonstrated capacity or potential for advanced work in an applied area. The statement of interest and submitted research paper or report provide a basis for evaluating that potential.</p> <p>Candidates with backgrounds in varying disciplines are assessed by the admissions committee on a case-by-case basis. The most important factors remain research excellence and research potential as demonstrated through competitive grade standing, favourable</p>

excellence and research potential as demonstrated through competitive grade standing, favourable reference letters and publications.

## DEGREE REQUIREMENTS

Candidates for the PhD degree must successfully complete the following requirements:

### Courses

~~Direct entry students are required to take ten 3.0 credit courses in the first two years of study.~~

~~Three of these must be the core courses common to all students in the Graduate Program in Health,~~

~~Heath 5405 3.0: Research Methods Seminar, in addition to two core courses common to their chosen field and four elective courses chosen from the program's electives or from other graduate programs.~~

~~Students entering with a masters degree are required to take seven 3.0 credit courses in the first 1-2 years of study. Two of these courses must be the core courses common to all students in the Graduate Program in Health, two courses must be core courses common to their chosen field; and three courses must be electives chosen from the field's electives or from other graduate programs.~~

### Core Courses for the Field of Health Policy and Equity

Health Policy and Equity students must take a minimum of two out of three of the following core policy and equity courses. These courses prepare students for their comprehensive examinations:

Heath 6210 3.0: Political Economy of Health Inequities

Heath 6220 3.0: Human Rights and Health Equity

Heath 6230 3.0: Health Equity Analytic Orientations

### 2. Comprehensive Examinations

~~Comprehensive exams must take place in the second term or third~~

~~of the second year of study, for students entering with a masters, and for direct entry students, respectively. In~~

~~exceptional circumstances,~~

~~comprehensive examinations may be taken in the third year. The examination is comprised of two written assignments, providing a concise literature review and demonstrating command of the literature. One~~

~~comprehensive is linked to the field's core courses and one is a context specific area of study. For each assignment, students are given a choice of several topics. At least one of the written assignments will take~~

reference letters and publications.

## DEGREE REQUIREMENTS

Candidates for the PhD degree must successfully complete the following requirements:

### 1. Courses

**Students entering with a Master's degree must take seven 3.0 credit courses within the first 1 ½ year of study (as specified below).**

**Students entering with a Master's degree in Health Policy and Equity from York's Graduate Program in Health must take four 3.0 graduate courses or equivalent within the first year of study (upon discussion with supervisor and Graduate Program Director, with at least two 3.0 courses from HLTH)**

**"Non-standard" applicants, i.e., with qualifications other than a Master's degree (e.g., international MDs), may be considered.** These students must take ten 3.0 credit courses within the first 2 years of study (as specified below).

**Generally, students entering with a Master's degree are required to take the following courses:**

#### Two required courses:

- GS HLTH 5485 3.0 Public Policy and Health
- GS HLTH 5405 3.0 Graduate Research Methods (can be replaced by equivalent number of credits upon supervisor and GPD approval, if the student has taken an equivalent graduate course in research methods)

#### Two field-specific courses (from the following):

- HLTH 6210 3.0 Political Economy of Health Inequities
- HLTH 6220 3.0 Human Rights and Health Equity
- HLTH 6230 3.0 Health Equity Analytic Orientations.
- HLTH 6300 3.0 Political Economy of Global Health

Finally, all students must complete the credit

the form of a take-home essay. The second will be the development of a course syllabus or another take-home essay.

~~During a subsequent oral examination, candidates are required to demonstrate comprehensive knowledge of scholarly theoretical and empirical work that has been done in the areas that were the focus of the written assignments. Students who do not pass the comprehensive process will be permitted to re-sit the examination once. The re-examination will take place within three months of the date of the first examination. A second failure results in withdrawal of the student from the program.~~

### 3. Dissertation

~~After successful completion of the comprehensive examination students focus on the dissertation process. The dissertation must make an original contribution to scholarship in the student's specified field. The dissertation process has four stages:~~

~~a) The establishment of a supervisory committee, if different from the comprehensive examination committee. The supervisory committee is comprised of three faculty members, at least two of whom must be members of the Graduate Program in Health. The third member may be appointed to a graduate program other than health;~~

~~b) the preparation of a dissertation proposal, which must be approved by the Graduate Program Director, the supervisory committee, and the Faculty of Graduate Studies. PhD students are also expected to present their thesis proposal in the program's biweekly seminar series offered in the fall and winter terms, for which they receive a non-credit course on a pass/fail basis for attending for one year and presenting their thesis proposal. This is an important forum for idea exchange and for exposing students to academic research;~~

~~e) the writing of a dissertation acceptable to the supervisory committee and formally approved as examinable by the members of that committee;~~  
~~3) the successful completion of an oral examination, centred on the dissertation and matters related to it, and presided over by an examining committee recommended by the Graduate Program Director for approval and appointment by the Faculty of Graduate Studies.~~

PhD students, both those entering with a master's and by direct entry, have the option of completing a major

requirements corresponding to their admission category drawing from courses from the Health roster, with a **maximum of one 3.0 credit course from another graduate program (or two 3.0 credit courses, for students with a Master's degree in Health Policy and Equity from York)** upon Graduate Program Director approval.

The course requirements outlined are designed to ensure that students benefit from the interdisciplinary nature of the specialization.

### 2. Comprehensive Examination

The comprehensive examination consists of **two written papers** (about 25 double-spaced pages each, excluding references) and **an oral examination**.

Each paper will be comprised of a concise literature review and demonstrate command of the literature.

The **first** paper will address **theoretical tensions and debates** in health policy and equity. The **second** paper will address a **dissertation specific** area of study and include an **overview of methods** (additional 5 to 10 double-spaced pages) under consideration for the dissertation.

Generally, the two papers will be completed over **8 months** under the supervision of two faculty members of the Graduate Program in Health. Affiliated faculty members may supervise one paper upon Graduate Program Director approval. The supervisor of the 1<sup>st</sup> paper will be the advisor of the 2<sup>nd</sup> paper. Conversely, the supervisor of the 2<sup>nd</sup> paper will be the advisor of the 1<sup>st</sup> paper. **In all cases, students should have an assigned dissertation supervisor no later than their 5<sup>th</sup> term of study.** The Graduate Program Director will assist in students finding and confirming a supervisor.

For **students entering with a Master's degree** the **comprehensive examination** will normally take place in the 2<sup>nd</sup> term of the 2<sup>nd</sup> year (**5<sup>th</sup> term in the program**). For **students entering with a Master's degree in Health from the Graduate Program in Health from York** the **comprehensive examination** will normally take place the 1<sup>st</sup> term of the 2<sup>nd</sup> year (**4<sup>th</sup> term in the program**). For **non-standard entrants**, the **comprehensive examination** will normally take place during the 3<sup>rd</sup> term of the 2<sup>nd</sup> year (**6<sup>th</sup> term in the program**). Under exceptional circumstances the comprehensive examination will take place later. A



research paper and attaining a masters degree. PhD students interested in switching to the master's program must indicate their interest in switching no later than their seventeenth term, and must complete and defend their major research paper within 18 terms. All PhD students must abide by FGS requirements for completing their chosen program of study within 18 terms.

**maximum of two substantive revisions** are allowed for each paper in advance of the oral examination.

During the oral examination, students will demonstrate a comprehensive knowledge of scholarly theoretical and empirical work in the areas that were the foci of the written papers. Students will pass, pass with revisions or not pass. Students who do not pass will be permitted to retake the examination once. The re-examination will take place within three months of the date of the first examination. A second failure will result in withdrawal of the student from the program.

### **3. Dissertation**

After successful completion of the comprehensive examination students will focus on the dissertation process. The dissertation must make an original contribution to scholarship in the student's specified topic. The dissertation process includes:

**a) The establishment of a supervisory committee.**

This committee will be comprised of three faculty members (generally, albeit not necessarily, members of the comprehensive exam committee), at least two of whom must be members of the Graduate Program in Health. The supervisor must be a full-time faculty member from the Graduate Program in Health. The third member may be appointed to a graduate program other than Health.

In all cases **a supervisory committee should be established no later than the 7<sup>th</sup> term in the program.** The Graduate Program Director will assist in students forming a supervisory committee.

**b) The preparation of a dissertation proposal.** A dissertation proposal should be completed normally within one term following the comprehensive examination. Students will be expected to present their proposal at the Graduate Colloquium in Health or similar forum intended as sites to exchange ideas and present research. The proposal must be approved by the supervisory committee, the Graduate Program Director, and the Faculty of Graduate Studies prior to the initiation of the research project.

**c) The conduct and write up of an original research project.** This will include conducting the proposed doctoral research and writing up its rationale, methodology, findings and policy and equity implications in a dissertation format acceptable to the

supervisory committee and formally approved as examinable by the members of that committee.

f) **Oral defence.** This will consist of the successful completion of an oral examination addressing the dissertation research and related matters and presided over by an examining committee recommended by the Graduate Program Director for approval and appointment by the Faculty of Graduate Studies.

All PhD students must abide by FGS requirements for completing their chosen program of study in a **maximum of 18 terms.**

Please submit completed forms and required supporting documentation by email to the Coordinator, Faculty Governance–  
[fgsgovrn@yorku.ca](mailto:fgsgovrn@yorku.ca)