



The following Motions and Documents were considered by the GFC Academic Planning Committee at its Wednesday, April 15, 2020 meeting:

Agenda Title: **Proposed New Combined Master of Business Administration/ Master of Science in Occupational Therapy Program (MBA/MScOT), Faculty of Business, Faculty of Rehabilitation Medicine, and Faculty of Graduate Studies and Research**

CARRIED MOTION:

THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, a new combined Master of Business Administration/Master of Science in Occupational Therapy program (MBA/MScOT), as recommended by the GFC Academic Standards Committee and as set forth in Attachments 1 and 2, to take effect for Fall 2020 admission, and to be published in the 2021-2022 Calendar.

FINAL Item 4

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**Governance Executive Summary
Action Item**

Agenda Title	Proposed New Combined Master of Business Administration/ Master of Science in Occupational Therapy Program (MBA/MScOT), Faculty of Business, Faculty of Rehabilitation Medicine, and Faculty of Graduate Studies and Research
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Motion

<p>THAT the GFC Academic Planning Committee approve, with delegated authority from General Faculties Council, a new combined Master of Business Administration/Master of Science in Occupational Therapy program (MBA/MScOT), as recommended by the GFC Academic Standards Committee and as set forth in Attachments 1 and 2, to take effect for Fall 2020 admission, and to be published in the 2021-2022 Calendar.</p>
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Action Requested	<input checked="" type="checkbox"/> Approval Recommendation
Proposed by	Joseph Doucet, Dean, Faculty of Business Robert Haennel, Dean, Faculty of Rehabilitation Medicine Brooke Milne, Vice-Provost and Dean, FGSR
Presenter(s)	Michael Maier, Associate Dean, MBA Program, Faculty of Business Shaniff Esmail, Associate Chair, Faculty of Rehabilitation Medicine - Occupational Therapy Janice Causgrove Dunn, Associate Dean, FGSR

Details

Office of Administrative Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to seek approval of the combined MBA/MScOT program, effective date Fall 2020.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The combined MBA/MScOT will permit interested candidates to obtain both an MBA and MScOT in three and one-half years. The combined MBA/MScOT program would target a select group of Occupational Therapy students who are looking for a program that provides the opportunity to graduate with a professional, clinical degree with additional business management skills and expertise.</p> <p>Results from surveys of MScOT students toward the end of their program and within a year or two of graduation suggest that MScOT graduates are interested in and perceive a need for additional education related to business, management, and leadership. An MBA has been identified as a post-graduate degree graduates from the MScOT Program were most likely to consider. Additionally, the number of Occupational therapists working in non-clinical settings is approximately 8.4%, which include administrative, consultative, academic and political positions (CIHI, 2016). An MBA will provide a solid business and leadership foundation that will prepare MScOT graduates to work in these positions as well as allow for role expansion to enable Occupational Therapists to pursue leadership positions within the public and the private sector more easily.</p> <p>For the combined MBA/MScOT, the first two years are taken entirely within the MScOT program. The third-year is entirely within the MBA</p>

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	<p>program. The final half-year is then completed entirely in the MScOT Program. The occupational therapy portion of the program consists of the standard requirements to complete the MScOT Program. The business portion of the program consists of ★42. Upon the successful completion of the three and a half year program, (i.e., successful completion of the MScOT and the MBA degrees), candidates will receive both the MScOT and the MBA degrees.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Michael Maier, Associate Dean, MBA Program, Faculty of Business • Shaniff Esmail, Associate Chair, Faculty of Rehabilitation Medicine - Occupational Therapy
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Bryan Hogeveen, Vice Dean, FGSR • Janice Hurlburt, Graduate Governance and Policy, FGSR
	<p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> •
<p>Approval Route (Governance) (including meeting dates)</p>	<p>Department of Occupational Therapy Council – November 8, 2019 Faculty of Rehabilitation Medicine (FRM) Executive Committee – November 27, 2019 Faculty of Rehabilitation Medicine (FRM) Council –January 20, 2020 Faculty of Business Graduate Student Policy Committee – September 13, 2019 Faculty of Business Council - September 23, 2019 FGSR Council February 19, 2020 GFC ASC-Subcommittee on Standards March 5, 2020 GFC Academic Standards Committee March 19, 2020 (entrance requirements and academic standing regulations and recommendation for program approval) GFC Academic Planning Committee April 15, 2020 (program approval)</p>

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>OBJECTIVE 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.</p>		
<p>Alignment with Core Risk Area</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0"> <tr> <td> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td> <input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>	<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
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Legislative Compliance and jurisdiction	Post-Secondary Learning Act (PSLA) GFC Academic Standards Committee (ASC) Terms of Reference GFC Academic Planning Committee (APC) Terms of Reference
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Attachments:

1. MBA/MScOT Program Proposal (page(s) 1 - 6)
2. MBA/MScOT Calendar change request (page(s) 1 - 3)

Prepared by: Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca

University of Alberta Internal Program Approval Template

This template is used for the vetting and approval of proposals to create or modify programs when such proposals do not require approval by the Minister of Innovation and Advanced Education. Proposals using this template should be accompanied by appropriate supporting documentation including draft calendar changes, letters of support, etc.

Proposals requiring Ministerial approval should be presented on the appropriate government template. Faculties and Departments pursuing program proposals are encouraged to consult with the Portfolio Initiatives Manager in the Office of the Provost and Vice-President (Academic) (peters3@ualberta.ca) on the appropriate template and process. Graduate proposers should also consult with the Dean of Graduate Studies (fgsrgov@ualberta.ca).

This Template is used for the following:

- Graduate specialization title changes (e.g. History to Historical Studies).
- Creation of a new graduate specialization (e.g. MSc in the Department of Swedish Fisheries to MSc in the Department of Swedish Fisheries with Specialization in Trout Fishing) – requires the enrolment appendix.
- Combined Degree Proposal**
- Suspension/Termination of a graduate specialization.
- The addition of an Honours/Specialization stream to an existing undergraduate program.

Basic Information

1. Title of the Program: Combined MBA/MScOT (Master of Business Administration/ Master of Science in Occupational Therapy)
2. Proposed effective date: Fall 2020 (or as soon as possible)
3. Length of the program (years): minimum of 3.5 years
4. Faculty and Academic Unit: Alberta School of Business and Faculty of Rehabilitation Medicine, Department of Occupational Therapy
5. Collaborating partners at other institutions (if any): Not applicable
6. Contact person, with telephone number and e-mail address:
 - a. Associate Chair, Occupational Therapy– Shaniff Esmail Ph.D. 780 492-0397 – Shaniff.Esmail@ualberta.ca
 - b. Associate Dean, Masters Programs, School of Business, Michael Maier Ph.D. – 780 248-1275 msmaier@ualberta.ca
7. Statement indicating completion of departmental and/or Faculty approval processes.
 - a. Department of Occupational Therapy Council – November 8, 2019
 - b. Faculty of Rehabilitation Medicine (FRM) Executive Committee – November 27, 2019
 - c. Faculty of Rehabilitation Medicine (FRM) Council – approved January 20, 2020
 - d. Faculty of Business Graduate Student Policy Committee – September 13, 2019
 - e. Faculty of Business Council -- approved September 23, 2019
 - f. FGSR Council -- February 19, 2020

8. Attach proposed Calendar program and/or course changes.

See Appendices for the program requirements and the Calendar entries.

There are no new courses being created for the combined MBA/MScOT Program

9. Attach a letter of support from the Dean of the Faculty (for graduate specialization proposals).

Program Impact and Rationale

10. What is the rationale for the program proposal?

Approximately 14% of Occupational Therapists in Canada and 7.3% in Alberta are self-employed (CIHI, 2016). A portion of those who are “self-employed” may be working as private practitioners with diverse populations in various environments. Occupational therapists working in the public sector may go on to run programs or seek leadership positions within the public or private health sectors. It is evident that many Occupational Therapy programs (UofA included) cover some business and employment principles; however, administrative positions and starting and running a business may not be considered an entry-level skill, and thus this aspect receives little attention in an entry-level curriculum.

The MScOT Program includes a one-credit Private Practice elective for students in which they must develop a business plan for a new clinic. However results from surveys of our students toward the end of their program and within a year or two of graduation suggest that MScOT graduates are interested in and perceive a need for additional education related to business, management and leadership. An MBA has been identified as a post-graduate degree graduates from the MScOT Program were most likely to consider. Additionally, the number of Occupational therapists working in non-clinical settings is approximately 8.4%, which include administrative, consultative, academic and political positions (CIHI, 2016). An MBA will provide a solid business and leadership foundation that will prepare MScOT graduates to work in these positions as well as allow for role expansion to enable Occupational Therapist to pursue leadership positions within the public and the private sector more easily.

The combined MBA/MScOT will permit interested candidates to obtain both an MBA and MScOT in three and one-half years. The combined MBA/MScOT program would target a select group of Occupational Therapy students who are looking for a program that provides the opportunity to graduate with a professional, clinical degree with additional business management skills and expertise. For the combined MBA/MScOT, the first two years are taken entirely within the MScOT program. The third-year is entirely within the MBA program. The final half-year is then completed entirely in the MScOT Program. The occupational therapy portion of the program consists of the standard requirements to complete the MScOT Program.

The business portion of the program consists of ★42. Upon the successful completion of the three and a half year program, (i.e., successful completion of the MScOT and the MBA degrees), candidates will receive both the MScOT and the MBA degrees. The MBA degree will not be conferred before the completion of the MScOT degree.

Students will be subject to the academic regulations of each existing program, which have already been approved.

11. Provide the expected enrolment (or other) impact on the academic unit(s) offering the program and other affected units if applicable. Include information on the current enrolment.

We will cap enrollment at a maximum of 5 students each year but expect 2-3 students to enrol each year. Students in the combined program will be included in the regular MScOT cohort – there will not be additional spots held/created for combined students. There is capacity for up to 5 students within a cohort of 120 students in the 1 year MBA program. There will be no impact on other units.

Students in the MScOT Program will apply for the combined MBA/MScOT Program in the fall of their second year. This will give the Department one academic year on which to base their performance in the MScOT Program and determine their suitability for an equally intensive MBA Program. Students will be admitted to the combined degree for the Fall of their third year.

12. Do you anticipate an enrolment (or other) impact on programs at other institutions or regulatory bodies? Describe any consultations that have occurred with other institutions and professional organizations.

No. To our knowledge, this will be the first combined MBA/OT program in the country. We hope that this will be a draw for exceptional students from outside Alberta looking for both business and Occupational therapy education and will increase our pool of qualified applicants for the MScOT Program as well graduate Occupational Therapist with enhanced business administration skills.

13. Are there any resource implications (budget, information technology (IT), library (Library Impact Statement), laboratory, space, student services, administrative services (e.g., FGSR, Registrar's Office, or IST), as applicable) for the proposed change? If so, please provide detail and evidence of consultation with affected unit(s) and/or appropriate University officers/committees.

There are no resource implications of this program because both programs already exist and are resourced.

Appendices related to Question 8 – Internal Program Proposal MBA/MScOT Combined Degree

The combined MBA/MScOT allow interested applicants to obtain both an MBA and an MScOT in three and a half years. The combined MBA / MScOT Program targets a select group of occupational therapy students who recognize the value of combining occupational therapy studies with management skills and expertise. The combined degree program is designed for students aspiring to a leadership or management role, or for future occupational therapy entrepreneurs. For the combined MBA/MScOT, the first two years are taken entirely within the MScOT Program. The third-year is entirely within the MBA Program. The final half-year is then completed entirely in the MScOT Program. The occupational therapy portion of the program consists of the normal requirements of the MScOT Program. The Business portion of the program consists of ★42.

Requirements for acceptance into the program

- Students have already been admitted to the MScOT.
- During the fall of the second year, students will apply to the Faculty of Graduate Studies and Research for the combined MBA/MScOT Program.
- Students will provide a Statement of Intent, and will be interviewed by both the Alberta School of Business and the Department of Occupational Therapy.
- The MBA requirements for the Graduate Management Admissions test (GMAT) and professional work experience will be waived.

Flow of Program

All students will begin in the MScOT Program. Students will complete 12 months of MScOT course work and will apply to the combined MBA/MScOT Program in the Fall of their second year. They will be notified of acceptance into the combined program during the winter of their second year. At this point, students would have completed all academic coursework in the MScOT. Students third-year would be completely within the MBA program. They would return to the occupational therapy department to complete their final clinical placement.

See Table 1 or detailed program outline

Residency

Students may apply from either of the two MScOT campuses (Edmonton or Calgary), however, the MBA must be completed in-person in Edmonton.

Course Work

Students will complete all academic and clinical requirements of the MScOT Program. Students will complete *42 of coursework in the MBA Program, reduced from *60.

Table 1: MBA/MScOT Combined Degree Program Outline

Year 1	
Fall Term	
September – December 14 weeks (Including Intro to Fieldwork)	
First Week: Intro Activities Foundation Week	OCCTH 502: Application, Assessment & Evaluation of Occupational Performance *3
	OCCTH 503: Prof & Sup in Practice *3 (Includes Intro to Fieldwork: Nov. 5-9)
	OCCTH 507: Occupation & Society: Theory & Practice *3
	OCCTH 510: Theory, Evidence & Skills *1
	OCCTH 517: Occupational Performance: Mental Health Conditions *3
	OCCTH 583: Human Systems I *4
	REHAB 501: Intro to Interprofessional Practice *1
Total Credits for term 1 = 18	
Winter Term	
January – April 13 weeks (excluding Reading week: February)	
OCCTH 518: Occupational Performance Mental Health Intervention *3	
OCCTH 520: Theory, Evidence & Skills Integration *1	
OCCTH 522: Enabling Occupation through the Use of Assistive Technology *3	
OCCTH 566: Evidence-Based Practice & Knowledge Translation in OT *3	
OCCTH 584: Human Systems II *4	
REHAB 502: Indigenous Health – Interprofessional Practice *1	
Total Credits for term 2 = 15	
Intersession	
April – May 3 weeks	May – June 7 weeks
OCCTH 543 *1 Student- Selected Module (see note)	OCCTH 525 *3 Fieldwork
OCCTH 567: Research Design & Scholarly Practice *3	
Total Credits for Term 3 = 7	
Year 2	
Fall Term	
Sept-Dec 13 Weeks (excluding Fall Term Break: Nov)	
OCCTH 519: Enabling Occupation: Mental Health *3	
OCCTH 530: Theory, Evidence & Skills: Synthesis *1	
OCCTH 555: Enabling Occupation: Children & Youth *3	
OCCTH 559: Enabling Occupation: Productivity *3	
OCCTH 585: Human Systems III, Enabling Occupation: Theory & Practice in Neurology *6	
Total Credits for term 4 =16	
Winter Term	
Jan - Feb 7 Weeks	Feb - April 8 Weeks
OCCTH 526 *3 Fieldwork Note: Students on fieldwork placement during Reading week	OCCTH 543: Student-Selected Module * 1 (see note)
	OCCTH 540: Theory, Evidence Skills Evaluation *1
	OCCTH 556: Enabling Occupation: Older Adults *3
	OCCTH 558: Enabling Occupation: Community *3
Total Credits for term 5 = 11	
Intersession	
Apr. - June 7 weeks	July - Aug / 7 Weeks
OCCTH 543: Student-Selected Module *1 (see note)	OCCTH 527 *3 Fieldwork
OCCTH 564: Evaluation of Health Care Systems and Occupational Therapy Services 3* (TBD)	
OCCTH 903: Directed Final Project *3 (Final Presentation: June 11)	
Total Credits for Term 6 = 10	
MBA program	
Year 3	
Fall Term	
Bus 501 (Orientation) *0	

ACCTG 501: Introduction to Financial Reporting and Analysis *3
BUEC 503: Economic Foundations *3
BUS 505: Ethics & Corporate Social Responsibility *3
MGTSC 501: Data Analysis & Decision Making *3
SMO 500: Managing People *3
SMO 562: Leadership Skills *3
Total Credits for term 7 = 18
Winter Term
ACCTG 523 – Accounting Information & Internal Decision Making *3
SMO 641 – Business Strategy *3
FIN 501 – Managerial Finance *3
MARK 502 – Principles of Marketing Management *3
One 3-credit MBA Core Elective from:
<ul style="list-style-type: none"> • OM 502 – Operations Management *3 • SMO 502 – Organization Strategy-Managing Organizations *3 • BUEC 542 – International Business *3
Total Credits for Term 8 = 15
Intersession
Three 3-credit MBA or School of Public Health Electives
Total Credits for Term 9 = 9
OT program
Year 4
Fall Term
OCCTH 528 *3: Fieldwork
Total Credits for Term 10 = 3

Note:

OCCTH 543: Student Selected Modules. Students MUST complete three modules according to the schedule outlined below (or one OCCTH 599 individual study).

Module Schedule:

- Module 1: Year 1 Intersession
- Module 2: Year 2 Winter Term
- Module 3: Year 2 Intersession

Interprofessional coursework *3:

- REHAB 501 *1
- REHAB 502 *1
- One-credit course related to interprofessional practice as directed by the Department *1

Total Program Credits = *123

Killam Centre for Advanced Studies
 2-29 Triffo Hall Edmonton AB Canada T6G 2E1
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 www.gradstudies.ualberta.ca

2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:

Current	Proposed
<p>Graduate Programs</p> <p>[NEW]</p>	<p>Graduate Programs</p> <p>Business [Graduate]</p> <p>Graduate Program Requirements</p> <p>The MBA/MScOT Combined Program (Occupational Therapy) [Graduate]</p> <p>The Department of Occupational Therapy and the Faculty of Business offer a program of combined study which permits highly qualified students to earn both the MSc in Occupational Therapy and the MBA degrees after three and a half years of full-time study.</p> <p>Each student must first be admitted to the MScOT, Department of Occupational Therapy. After completing the first year of the MScOT, students are eligible to apply to the combined MBA/MScOT program.</p> <p>Entrance Requirements</p> <p>Admission to the MScOT will be determined with particular attention given to the student's past academic record, related work experience, interest and their rationale of how such a combined program will enhance their career and professional skills.</p> <p>The student must provide a letter of intent. The following entrance requirements for the MBA are waived: submission of a GMAT score and a minimum of two years' work experience. The student will be interviewed by both the Faculty of Business and the Department of Occupational Therapy.</p> <p>Program Requirements</p> <p>The first two years are taken entirely within the MScOT program where the student will complete all academic coursework. The third-year is entirely within the MBA program. After completion of all MBA academic course requirements, the student will complete their final Occupational Therapy clinical placement during the</p>

summer of their 3rd year. The occupational therapy portion of the program consists of the normal requirements of the MScOT program (see Occupational Therapy [Graduate]).

The Business portion of the program consists of ★42.

Required Business courses (*30):

- BUS 501
- ACCTG 501
- BUEC 503
- BUS 505
- MGTS 501
- SMO 500
- SMO 652
- ACCTG 523
- SMO 641
- FIN 501
- MARK 502

Electives (*12):

- one (*3) MBA core elective from:
 - OM 502
 - SMO 502
 - BUEC 542
- three (*3) courses (*9 total) of MBA or School of Public Health elective.

Upon the successful completion of the three and a half year program, candidates will receive both the MScOT and the MBA degrees. The MBA degree will not be conferred prior to the completion of the MScOT degree.

Inquiries regarding the combined MBA/MScOT Combined Degrees program may be directed to the Associate Chair in the Department of Occupational Therapy, or the Masters Programs Office in the Faculty of Business.

Academic Standing

A student is subject to the academic standing regulations for the program **in which they are registered**. **For the MSc refer to [Occupational Therapy \[Graduate\]](#) and for the MBA refer to FGSR's [Academic Standing](#) section of the Calendar**. Routes of appeal for grades and for academic standing **are those** of the **teaching** Faculty.

If a student withdraws from the MBA program or is required to withdraw because of unsatisfactory academic standing in the MBA program, but wishes to remain in the MScOT degree program, the student may be permitted to continue provided the student retains good academic standing in that program.

Length of Program

	<p>Students enrolled in the combined program on a full-time basis can complete the program in three and a half calendar years. The duration of the total program must not exceed six consecutive calendaryears.</p>
<p>[NEW]</p>	<p>Occupational Therapy [Graduate]</p> <p>Graduate Program Requirements</p> <p>The Department of Occupational Therapy and the Faculty of Business offer a program of combined study which permits highly qualified students to earn both the MSc in Occupational Therapy and the MBA degrees after three and a half years of fulltime study.</p> <p>Each student must first be admitted to the MScOT, Department of Occupational Therapy. After completing the first year of the MScOT, students are eligible to apply to the combined MBA/MScOT program.</p> <p>Refer to <u>The MBA/MSc Combined Program</u> under Business for program details.</p>