

Change to Program/Graduate Diploma Academic Requirements Proposal Form

The following information is required for all proposals involving a minor modification to program/graduate diploma academic requirements. To facilitate the review/approval process, please use the headings below (and omit the italicized explanations below each heading).

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.

This is a minor revision to update the admission and degree requirements for the PhD in Health.

First, a new graduate course, Public Policy and Health (HLTH 5485 3.0), was recently approved within the program's curriculum. **We propose to change the course Public Policy and Health (HLTH 5485 3.0) from an elective to a required course.** This change addresses the recommendations of the most recent, 2014, program review and guarantees that all students will share a common knowledge base that includes fundamental concepts and debates in the discipline.

Second, we propose to remove from the FGS Calendar the reference to a direct-entry PhD.

Removing the language about a direct-entry PhD category will enhance clarity for the applicants at the admission stage. We also make explicit the admission requirements for applicants who completed the York MA in Health and for nonstandard applicants.

Third, we propose to change how we categorize our courses. We propose to label "required courses" only the courses Public Policy and Health and Graduate Research Methods, as all students pursuing the program's doctoral degree must take them, with the reservation that with supervisor and GPD approval, Graduate Research Methods can be replaced, for applicants entering the program with a Master's degree that offers comparable training in methods, with equivalent credits. We propose to label "field specific courses" those courses that provide the foundations of broad aspects of the specialization in health policy and equity and belong in the 6000-level series (listed under "calendar copy"). We propose to label the remaining courses in the roster "health electives", as students can take any combination of them so long as they meet the program's credit requirements, yet none of them is required in itself. Finally, we eliminate the label of "core courses", as none of the courses currently listed as "core" in the Graduate Student Handbook, with the exception of Graduate Research Methods, are required, or provide the foundations of broad aspects of the specialization in health policy and equity, i.e., field specific. These changes should help clarify program requirements.

b) An outline of the changes to requirements and the associated learning outcomes/objectives, including how the proposed requirements will support the achievement of program/graduate diploma learning objectives.

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

Program learning objective A
Program learning objective B
Program learning objective C

Learning outcomes/objectives:

We offer an expanded description of the connection between program level learning outcomes and the learning outcomes of the new proposed required course. This course will ensure that all students:

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

While these learning outcomes are spread throughout our current courses, none of our them contains them all. Because students can choose from a range of seminars, so long as they meet program credit requirements, we believe it is important to have one common and required seminar that guarantees a common knowledge base, thus our request for this modification.

Furthermore, and as stated later in this document, 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 changes only clarify and improve the degree requirements for the Graduate Program in Health. There are no anticipated impacts on other graduate programs. The proposed changes were developed by the Health Graduate Executive Committee and refined through discussions with the core faculty members within the Health Graduate Program and the Chair of the School of Health Policy & Management and the Graduate Program Assistant.

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

The School has recently gained a few tenure-stream faculty members in the Policy field (e.g. Prof. Claudia Chaufan and Prof. Sean Hillier) and, thus, it has become possible now to offer the new course, Public Policy and Health (HLTH 5485 3.0), on an ongoing basis and as a graduate degree requirement. As mentioned, this modification is based on the recommendations of the most recent program review.

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

The following changes do not affect current students. The incoming students as of Fall 2019 will adopt the new changes.

4. Calendar Copy

Using the following two-column format, provide a copy of the relevant program/graduate diploma requirements as they will appear in the FGS Calendar - <http://gradstudies.yorku.ca/current-students/regulations/program-requirements/>. Please note: Senate requires that FULL Calendar copy be provided. Please include the entire graduate program/diploma section, not just text that is being revised. Please clearly and visibly indicate how graduate program/graduate diploma information has been changed using strikethrough (left column), bold, underlining, colours, etc. (right column).

Existing Program/Graduate Diploma Information (change from)	Proposed Program/Graduate Diploma Information (change to)
<p>Doctor of Philosophy Program</p> <p>ADMISSION REQUIREMENTS 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. Where there are uncertainties related to a student’s potential fit with the program, candidates may be interviewed.</p> <p>Candidates with backgrounds in varying disciplines are assessed by the admissions committee on a case-by-</p>	<p>Doctor of Philosophy Program</p> <p>ADMISSION REQUIREMENTS 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</p>

case basis. The most important factors remain research 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, Health 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.~~
Health 6210 3.0: Political Economy of Health Inequities
Health 6220 3.0: Human Rights and Health Equity
Health 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~~

through competitive grade standing, favourable 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, 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.

Finally, all students must complete the credit 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, 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.

topics. At least one of the written assignments will take 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

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 1st paper will be the advisor of the 2nd paper. Conversely, the supervisor of the 2nd paper will be the advisor of the 1st paper. **In all cases, students should have an assigned dissertation supervisor no later than their 5th 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 2nd term of the 2nd year (**5th 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 1st term of the 2nd year (**4th term in the program**). For non-standard entrants, the **comprehensive examination** will normally take place during the 3rd term of the 2nd year (**6th term in the program**). Under exceptional circumstances the comprehensive examination will take place later. A **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.

by direct entry, have the option of completing a major 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.

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 7th 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