

SIMON FRASER UNIVERSITY

S.74-168

MEMORANDUM

SENATE

From SENATE GRADUATE STUDIES COMMITTEE

Subject CHANGES IN THE GENERAL REGULATIONS
FOR GRADUATE STUDIES AND NEW COURSES

Date NOVEMBER 14, 1974

S.AR 895-3, 896-5, 897-5

MOTION 1

"That paragraph 3.3 a (iii) be amended to read "at least two semesters in a Master's Program at this University with a Cumulative Grade Point Average of at least 3.5 in nine or more semester hours of graduate course work. All graduate courses for the Master's degree, whether taken at this University or another, shall be considered in the evaluation of the application."

~~If 1 is approved~~

MOTION 2

"That a new section be added to the General Regulations as follows
3.7 Admission as an Exchange Student. Bona fide graduate students at other Canadian universities who wish to take courses at Simon Fraser University, not leading to a Simon Fraser University degree, will be admitted on the recommendation of the Chairman of the Department (or equivalent officer) and the Dean of Graduate Studies at the other university, and the permission of the appropriate Graduate Program Committee and the Dean of Graduate Studies at this University."

~~If 2 is approved~~

MOTION 3

- "a) That the following sentence be added to section 3.6 at the end of the paragraph: "Transcripts of previous university work (or proof of obtaining a degree) will be required at the time of application, but letters of reference will not necessarily be required."
- b) That the last sentence of the first paragraph of section 3.7 (present numbering) be struck.
- c) That the last paragraph of section 3.7 (present numbering) be struck and that the following two paragraphs be inserted in its place:
- "Admission for Masters or Doctoral students is by resolution of the Senate Graduate Studies Committee on the recommendation of the Graduate Program Committee or, for students entering under Special Arrangements, on the recommendation of the Executive Committee of the Senate Graduate Studies Committee."

Decisions on admission made by the Senate Graduate Studies Committee shall be final. Final approval of admissions for Special Students or Exchange Graduate Students is by the Dean of Graduate Studies provided all the conditions of such admission have been met.

~~If 3 is approved~~

Motion 4

"That the second sentence in 6.3 be changed to read as follows:

"This appointment shall normally be made no later than the beginning of the third semester after the student's admission, although in certain circumstances, and with the permission of the Dean of Graduate Studies, the appointment can be made later."

That the second sentence in 6.4 be changed to read as follows:

"This recommendation shall be made during the same semester in which the Senior Supervisor is appointed."

~~If 4 is approved~~

Motion 5

"That the last sentence in 7.1 be changed to read as follows:

"While doing work off campus under these provisions, the student shall maintain normal registration at this University, not registration on leave."

That the last sentence on 7.2 be changed to read as follows:

"While taking a course or courses at another university under these provisions, the student shall maintain normal registration at this University, not registration on leave."

~~If 5 is approved~~

Motion 6

"That the present paragraph 8.2 be struck and the following new 8.2 be inserted:

"If a student's progress appears to be unsatisfactory, the Supervisory Committee or the Chairman of the Graduate Program Committee shall make a written report to the Graduate Program Committee. That Committee shall consider whether or not the student's progress has been satisfactory. Should the student's progress be found to be unsatisfactory, the Committee, on consultation with the Supervisory Committee, if one has been appointed, can

- a) require the student to withdraw, or
- b) inform the student that his progress is unsatisfactory and require him to improve his work in specific ways in a specific amount of time.

The student concerned has the right to appear before that Graduate Program Committee when his case is considered and he may submit any materials relevant to his case. If the student is required to withdraw, he shall be informed in writing with copies to the Dean of Graduate Studies and the Assistant Registrar for Graduate Studies. If he is required to improve his work within a specific amount of time, he shall be informed in writing as to what precisely is required of him with copies to the Dean of Graduate Studies and the Assistant Registrar for Graduate Studies.

Any decision of the Graduate Program Committee under the provision of this section may be appealed to the Senate Graduate Studies Committee through the Dean of Graduate Studies Office. The student has the right to appear before the Senate Graduate Studies Committee when his case is heard. The decision of that Committee shall be final."

~~If 6 is approved,~~

Motion 7

"That a final sentence be added to the last paragraph of section 10.1 as follows: "The Dean of Graduate Studies or his designate shall have the right to attend all phases of the examination."

~~If 7 is approved~~

Motion 8

- "a) That the present paragraph 10.6 have an extra sentence inserted at the beginning, as follows:
"For degrees designated 'professional degrees' by Senate (presently MA - Teaching of French, MBA, MPM) the project will be examined in ways designated by the appropriate Graduate Program Committee and approved by the appropriate Faculty Graduate Studies Committee and the Dean of Graduate Studies."
- b) That the existing paragraph be amended by inserting the words "for all other graduate programs" after the word "project". (This has the effect of making the first sentence read "The examination of projects for all other graduate programs shall be as for the examination of theses...")"

~~If 8 is approved,~~

Motion 9 "That three new courses be introduced as follows:

S.Ar 895-3 Special Topics 1
S.Ar 896-5 Special Topics 2
S.Ar 897-5 Special Topics 3"

To: Members of Senate

From: Office of the
Dean of Graduate
Studies

Subject: Changes in the General Regulations
for Graduate Studies

Date: November 6, 1974

MOTION: That Senate approve the following:

Motion 1: That paragraph 3.3 a (iii) be amended to read "at least two semesters in a Master's Program at this University with a Cumulative Grade Point Average of at least 3.5 in nine or more semester hours of graduate course work. All graduate courses for the Master's degree, whether taken at this University or another, shall be considered in the evaluation of the application."

Motion 2: That a new section be added to the General Regulations as follows

3.7 Admission as an Exchange Student. Bona fide graduate students at other Canadian universities who wish to take courses at Simon Fraser University, not leading to a Simon Fraser University degree, will be admitted on the recommendation of the Chairman of the Department (or equivalent officer) and the Dean of Graduate Studies at the other university, and the permission of the appropriate Graduate Program Committee and the Dean of Graduate Studies at this University.

- Motion 3:
- a) That the following sentence be added to section 3.6 at the end of the paragraph: "Transcripts of previous university work (or proof of obtaining a degree) will be required at the time of application, but letters of reference will not necessarily be required."
 - b) That the last sentence of the first paragraph of section 3.7 (present numbering) be struck.
 - c) That the last paragraph of section 3.7 (present numbering) be struck and that the following two paragraphs be inserted in its place:

"Admission for Masters or Doctoral students is by resolution of the Senate Graduate Studies Committee on the recommendation of the Graduate Program Committee or, for students entering under Special Arrangements, on the recommendation of the Executive Committee of the Senate Graduate Studies Committee.

Decisions on admission made by the Senate Graduate Studies Committee shall be final.

Final approval of admission for Special Students or Exchange Graduate Students is by the Dean of Graduate Studies provided all the conditions of such admission have been met."

Motion 4: That the second sentence in 6.3 be changed to read as follows:

"This appointment shall normally be made no later than the beginning of the third semester after the student's admission, although in certain circumstances, and with the permission of the Dean of Graduate Studies, the appointment can be made later."

That the second sentence in 6.4 be changed to read as follows:

"This recommendation shall be made during the same semester in which the Senior Supervisor is appointed."

Motion 5: That the last sentence in 7.1 be changed to read as follows:

"While doing work off campus under these provisions, the student shall maintain normal registration at this University, not registration on leave."

That the last sentence on 7.2 be changed to read as follows:

"While taking a course or courses at another university under these provisions, the student shall maintain normal registration at this University, not registration on leave."

Motion 6: That the present paragraph 8.2 be struck and the following new 8.2 be inserted:

"If a student's progress appears to be unsatisfactory, the Supervisory Committee or the Chairman of the Graduate Program Committee shall make a written report to the Graduate Program Committee. That Committee shall consider whether or not the student's progress has been satisfactory. Should the student's progress be found to be unsatisfactory, the Committee, on consultation with the Supervisory Committee, if one has been appointed, can

- a) require the student to withdraw, or
- b) inform the student that his progress is unsatisfactory and require him to improve his work in specific ways in a specific amount of time.

The student concerned has the right to appear before that Graduate Program Committee when his case is considered and he may submit any materials relevant to his case. If the student is required to withdraw, he shall be informed in writing with copies to the Dean of Graduate Studies and the Assistant Registrar for Graduate Studies. If he is required to improve his work within a specific amount of time, he shall be informed in writing as to what precisely is required of him with copies to the Dean of Graduate Studies and the Assistant Registrar for Graduate Studies.

Any decision of the Graduate Program Committee under the provision of this section may be appealed to the Senate Graduate Studies Committee through the Dean of Graduate Studies Office. The student has the right to appear before the Senate Graduate Studies Committee when his case is heard. The decision of that Committee shall be final."

Motion 7: That a final sentence be added to the last paragraph of section 10.1 as follows: "The Dean of Graduate Studies or his designate shall have the right to attend all phases of the examination."

Motion 8: a) That the present paragraph 10.6 have an extra sentence inserted at the beginning, as follows: "For degrees designated 'professional degrees' by Senate (presently MA - Teaching of French, MBA, MPM) the project will be examined in ways designated by the appropriate Graduate Program Committee and approved by the appropriate Faculty Graduate Studies Committee and the Dean of Graduate Studies."
b) That the existing paragraph be amended by inserting the words "for all other graduate programs" after the word "project". (This has the effect of making the first sentence read "The examination of projects for all other graduate programs shall be as for the examination of theses...")

Motion 9: That three new courses be introduced as follows:

S.Ar. 895-3 Special Topics 1
S.Ar. 896-5 Special Topics 2
S.Ar. 897-5 Special Topics 3

These motions were approved by the Senate Graduate Studies Committee on November 4, 1974.


Jon Wheatley
Dean of Graduate Studies.

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MOTION 1

That paragraph 3.3 a (iii) be amended to read "at least two semesters in a Master's Program at this University with a Cumulative Grade Point Average of at least 3.5 in nine or more semester hours of graduate course work. All graduate courses for the Master's degree, whether taken at this University or another, shall be considered in the evaluation of the application."

Rationale: This is merely a slight tightening of the existing regulations to meet cases which come up fairly regularly. Such action seems desirable in the light of the rationale offered on tightened entrance requirements for the Ph.D. endorsed by Senate in its meeting of January 8, 1974. In addition, it will result in equitable treatment of both students who have taken all their course work at Simon Fraser University and students who have obtained transfer credit from other universities for part of their course requirements.

MOTION 2

That a new section be added to the General Regulations as follows

3.7 Admission as an Exchange Student. Bona fide graduate students at other Canadian universities who wish to take courses at Simon Fraser University, not leading to a Simon Fraser University degree, will be admitted on the recommendation of the Chairman of the Department (or equivalent officer) and the Dean of Graduate Studies at the other university, and the permission of the appropriate Graduate Program Committee and the Dean of Graduate Studies at this University.

Note: Passage of this motion will require the editorial renumbering of paragraphs 2.7 and 3.8 and an editorial change in the index.

Rationale: The Western Deans of Graduate Studies decided by unanimous vote that, in the interests of both real and apparent cooperation between western graduate schools, each dean should seek passage of such a motion at his own university. Almost all other Western Universities have in fact passed such a motion.

MOTION 3

- a) That the following sentence be added to section 3.6 at the end of the paragraph: "Transcripts of previous university work (or proof of obtaining a degree) will be required at the time of application, but letters of reference will not necessarily be required."
- b) That the last sentence of the first paragraph of section 3.7 (present numbering) be struck.
- c) That the last paragraph of section 3.7 (present numbering) be struck and that the following two paragraphs be inserted in its place:

"Admission for Masters or Doctoral students is by resolution of the Senate Graduate Studies Committee on the recommendation of the Graduate Program Committee or, for students entering under Special Arrangements, on the recommendation of the Executive Committee of the Senate Graduate Studies Committee.

Decisions on admission made by the Senate Graduate Studies Committee shall be final. Final approval of admission for Special Students or Exchange Graduate Students is by the Dean of Graduate Studies provided all the conditions of such admission have been met."

Rationale: Both these motions are intended to

- a) maintain high standards of admission for students in degree programs and
- b) facilitate the entrance of properly qualified students to take courses (but not a degree) at this University where it is a reasonable supposition that the students will benefit from taking such courses.

MOTION 4

That the second sentence in 6.3 be changed to read as follows:

"This appointment shall normally be made no later than the beginning of the third semester after the student's admission, although in certain circumstances, and with the permission of the Dean of Graduate Studies, the appointment can be made later."

That the second sentence in 6.4 be changed to read as follows:

"This recommendation shall be made during the same semester in which the Senior Supervisor is appointed."

Rationale: In certain professional programs, notably the MBA, it is impractical to appoint a Senior Supervisor or a Supervisory Committee until the fourth semester because it is only then that the students start their research projects. Also, for students entering in September, it is often hard to appoint supervisors during the summer semester when many faculty are off campus.

MOTION 5

That the last sentence in 7.1 be changed to read as follows:

"While doing work off campus under these provisions, the student shall maintain normal registration at this University, not registration on leave."

That the last sentence on 7.2 be changed to read as follows:

"While taking a course or courses at another university under these provisions, the student shall maintain normal registration at this University, not registration on leave."

Rationale: Taking work off campus for residence or course credit at this University is not considered an interruption of work towards the degree and therefore not a reason to go on leave under the provisions of 8.4. Passing this resolution will also solve certain problems about the assessment of fees.

MOTION 6

That the present paragraph 8.2 be struck and the following new 8.2 be inserted:

"If a student's progress appears to be unsatisfactory, the Supervisory Committee or the Chairman of the Graduate Program Committee shall make a written report to the Graduate Program Committee. That Committee shall consider whether or not the student's progress has been satisfactory. Should the student's progress be found to be unsatisfactory, the Committee, on consultation with the Supervisory Committee, if one has been appointed, can

- a) require the student to withdraw, or
- b) inform the student that his progress is unsatisfactory and require him to improve his work in specific ways in a specific amount of time.

The student concerned has the right to appear before that Graduate Program Committee when his case is considered and he may submit any materials relevant to his case.

If the student is required to withdraw, he shall be informed in writing with copies to the Dean of Graduate Studies and the Assistant Registrar for Graduate Studies.

If he is required to improve his work within a specific amount of time, he shall be informed in writing as to what precisely is required of him with copies to the Dean of Graduate Studies and the Assistant Registrar for Graduate Studies.

Any decision of the Graduate Program Committee under the provision of this section may be appealed to the Senate Graduate Studies Committee through the Dean of Graduate Studies Office. The student has the right to appear before the Senate Graduate Studies Committee when his case is heard. The decision of that Committee shall be final".

Rationale: This amendment has the effect of providing an appeal's procedure, which seems to be desirable. In fact, the appeal's procedure already exists de facto because

students dismissed under this procedure to appeal to me and, because Senate has supreme academic authority, I place it before the Executive Committee of the Senate Graduate Studies Committee. It should be added that this appeal's procedure may turn out to be an interim measure until Senate under article 37(s) establishes "a committee of final appeal for students in matters of academic discipline". At that time Senate will have to decide whether decisions under section 8.2 of the regulations are properly matters of academic discipline.

MOTION 7

That a final sentence be added to the last paragraph of section 10.1 as follows: "The Dean of Graduate Studies or his designate shall have the right to attend all phases of the examination."

Rationale: At present either the Dean or the Associate Dean attends most oral examinations. However, it is only by courtesy that he can remain for the deliberations of the Examining Committee after the student has left the room. In fact, no Dean or representative of the Dean has been denied this courtesy. However, it seems preferable that this should be a matter of statute, not merely of courtesy if for no other reason than that it is part of the Dean's job, as defined by the Board of Governors, to see to the maintenance of academic standards.

MOTION 8

- a) That the present paragraph 10.6 have an extra sentence inserted at the beginning, as follows:
"For degrees designated 'professional degrees' by Senate (presently MA - Teaching of French, MBA, MPM) the project will be examined in ways designated by the appropriate Graduate Program Committee and approved by the appropriate Faculty Graduate Studies Committee and the Dean of Graduate Studies."
- b) That the existing paragraph be amended by inserting the words "for all other graduate programs" after the word "project". (This has the effect of making the first sentence read "The examination of projects for all other graduate programs shall be as for the examination of theses...")

Explanation: The effect of this motion, if it passes, will be to a) designate MA - Teaching of French, MBA, MPM as professional programs and b) allow the examination of research projects in these programs to be less formal, and involve fewer faculty members, than in the academic program.

Rationale: The rationale for a) is partly that honesty is served (these are professional programs and we should not hide the fact) and partly to make b) possible. The rationale for b) is as follows: in the MBA program 50 to 60 students have to be examined each year and the other professional programs are growing. To run full scale orals with the limited number of faculty members in those programs, poses crushing logistic problems: It is also all but impossible to recruit the necessary faculty from outside the program for so many orals. The inevitable result will be examinations which are only formalities and, again, in the interests of honesty, we should not tolerate that. This does not mean any diminution of standards. In the first place, the professional programs are in any case course oriented rather than research oriented. In the second place, running examinations which are only formalities

does nothing for standards; indeed, it breeds a
contempt for standards.

MOTION 9 That three new courses be introduced as follows:

S.Ar. 895-3 Special Topics 1

S.Ar. 896-5 Special Topics 2

S.Ar. 897-5 Special Topics 3

Rationale: In the description of their proposed course of study Special Arrangements students often propose, and have accepted, special supervised reading courses (often supervised by more than one faculty member) which cannot honestly be taught under existing reading or special topics course in the University calendar. Rather than do it dishonestly, we should have special designation for the purpose of the transcript.