



Dean of Graduate Studies

S.12-177

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MEMORANDUM

ATTENTION Senate
FROM Wade Parkhouse, Dean of Graduate
Studies
RE: Faculty of Communication, Art and Technology

DATE 10 November 2012
No. GS2012.37

For information:

Acting under delegated authority at its meeting of 5 November 2012, SGSC approved the following curriculum revision:

Effective Date is Summer 2013

Faculty of Communication, Art and Technology

[GS2012.37]

Master of Digital Media Program

New course:

DMED 531-0 Internship II

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



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MEMORANDUM

ATTENTION Wade Parkhouse, Dean of Graduate Studies DATE October 19, 2012
FROM Tom Calvert, Acting Chair, FCAT-Graduate PAGES 2
Studies Committee
RE: SGSC Agenda Item – MDM New Internship Course

The following New Course was approved at the FCAT-GSC meeting on October 18th, 2012.

1) DMED 531-Internship II.

This new internship course in the Masters of Digital Media (MDM) Program is in addition to existing DMED 530-6, Internship. The new course would be used in the case of a student who opts for a second internship semester.

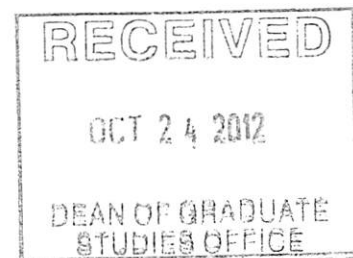
The MDM program does not want to charge students full fees for this second internship semester. After consultation with DGS, FCAT-GSC committee approved the new course as "0" units but "Academic Credit Units 6" will be noted in the student's record so that the student is recognized as having a full academic load.

DMED 531 has DMED 530 as a pre-requisite.

Please consider this items for the agenda of the November 5th SGSC meeting.

Thank you for your attention to this matter.

Tom Calvert
Acting Chair, Graduate Studies, FCAT
Graduate Program Chair, MDM



cc: Tom Calvert, Graduate Chair, Masters of Digital Media; Richard Smith, Director, MDM.
Attachment: New course proposal form.

/encl

TC/ld

New Graduate Course Proposal Form

PROPOSED COURSE

Program (eg. MAPH) DMED	Number (eg. 810) 531	Units (eg. 4) 0
Course Title (max 80 characters) Internship II		
Short Title (appears on transcripts, max 25 characters) Internship II		
Course Description for SFU Calendar ☐ see attached document ☐ Learning outcomes identified This course is a continuation of DMED 530. Students are required to work full-time in the digital media or entertainment technology industry. This term gives students real-world experience in working to concrete deadlines with a motivated, often multidisciplinary, team. Students learn firsthand the importance of effective communication and cooperation to achieve a specific goal and time-lines.		
Available Course Components: ☐ Lecture ☐ Seminar ☐ Laboratory ☒ Practicum ☐ Online ☐ _____		
Grading Basis ☐ Letter grades ☐ Satisfactory/Unsatisfactory ☒ In Progress/Complete		This is a capstone course ☐ Yes ☐ No
Prerequisites (if any) ☐ see attached document (if more space is required) DMED 530		
☐ This proposed course is combined with an undergrad course: Course number and units: _____		
Additional course requirements for graduate students ☐ See attached document (if this space is insufficient) N/A		
Campus at which course will be offered (check all that apply) ☐ Burnaby ☐ Vancouver ☐ Surrey ☒ GNW ☐ _____		
Estimated enrolment 45	Date of initial offering January 2014	Course delivery (eg. 3 hrs/week for 13 weeks) Internship / Fulltime
☐ Yes ☒ No Practicum work done in this class will involve children or vulnerable adults (If the "Yes" box is checked, all students will require criminal record checks)		
Justification ☐ See attached document (if more space is required) Course provides continuation option for students choosing an 8 month internship.		

RESOURCES

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

Faculty member(s) who will normally teach this course ☐ information about their competency to teach the course is appended N/A
Number of additional faculty members required in order to offer this course N/A
Additional space required in order to offer this course ☐ see attached document N/A
Additional specialized equipment required in order to offer this course ☐ see attached document N/A
Additional Library resources required (append details) ☐ Annually \$ _____ ☐ One-time \$ _____ N/A

PROPOSED COURSE from first page

Program (eg.) DMED	Number (eg. 810) 531	Units (eg. 4) 0
Course title (max 80 characters) Internship II		

APPROVAL SIGNATURES

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

The new course proposal must also be sent to the Library for a report on library resources.

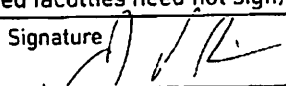
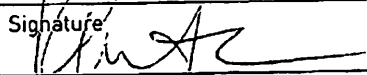
Once overlap concerns have been dealt with, signatures indicate approval by the department, home faculty and Senate Graduate Studies Committee.

Other Faculties

The signature(s) below indicate that the Dean(s) or designate of other Faculties affected by the proposed new course support(s) the approval of the new course.

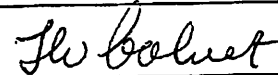
Name of Faculty	Signature of Dean or Designate	Date

Departmental Approval (non-departmentalized faculties need not sign)

Department Graduate Program Committee Jim Bizzocchi	Signature 	Date 10 JUL 12
Department Chair Richard Smith	Signature 	Date 10 JUL 12

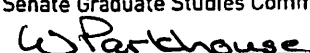
Faculty Approval

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

Faculty Graduate Program Committee Tom Calvert	Signature 	Date 18 Oct 12
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Senate Graduate Studies Committee Approval

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

Senate Graduate Studies Committee 	Signature 	Date Nov 15/12
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CONTACT

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

Department / School / Program	Contact name	Contact email
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