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MEMORANDUM

ATTENTION Senate
FROM Wade Parkhouse, Dean of Graduate
Studies
RE: Faculty of Arts and Social Sciences

DATE 5 December 2012
No. GS2012.41

For information:

Acting under delegated authority at its meeting of 3 December, 2012, SGSC approved the following curriculum revision:

Effective Date is Summer 2013

Faculty of Arts and Social Sciences

a) Department of Gender, Sexuality and Women's Studies

1. Change of units:
GSWS 898-10 MA Thesis
GSWS 899-10 Extended Essays

b) School of Public Policy

1. New course: PLCY 899-5 Capstone Project Completion

GS2012.41

changes to GSWS offerings

From : Paul Budra <budra@sfu.ca>

Thu, Nov 22, 2012 02:08 PM

Subject : changes to GSWS offerings 3 attachments**To :** Wade Parkhouse <wade_parkhouse@sfu.ca>,
Sheilagh MacDonald <sheilagh@sfu.ca>**Cc :** Faculty of Arts & Social Sciences <fassecc@sfu.ca>,
Lara Campbell <lcampbel@sfu.ca>

Hello Wade:

The attached changes to GSWS' extended essay and MA thesis option have been approved by FASSGSC under my delegated authority. Would you please put them on the agenda for the next SCGS meeting?

Many thanks.



Paul Budra
Associate Dean
Faculty of Arts and Social Sciences
Simon Fraser University
778-782-4416; www.sfu.ca/personal/budra

**1353622086068**

15 KB

**CourseChange GSWS 899.pdf**

123 KB

**CourseChange GSWS 898.pdf**176 KB



FACULTY OF
ARTS AND SOCIAL SCIENCES

MEMO

ATTENTION: Wade Parkhouse, dean of Graduate Studies

FROM: Paul Budra, Associate Dean, Faculty of Arts & Social Science Chair,
Faculty of Arts & Social Sciences Graduate Studies Curriculum Committee

RE: FASSGSC Proposals

DATE: November 16, 2012

FASSGSC voted electronically on November 13, 2012 and passed the attached motions. Would you please place them on the agenda for the next SGSC meeting?

A handwritten signature in black ink, consisting of a stylized, sweeping line that starts with a small loop on the left and ends with a long, curved stroke extending to the right.



SIMON FRASER UNIVERSITY
DEAN OF GRADUATE STUDIES

Graduate Course Minor Change Form

This form is for an SFU department or program to request a minor change to an existing graduate course. After approval and signature by the faculty graduate studies committee, this form should be forwarded to the Dean of Graduate Studies for approval by the Senate Graduate Studies Committee (SGSC). SGSC will forward the approval to Senate for information.

DEPARTMENT

Department / School / Program Gender, Sexuality, and Women's Studies	Contact name Lara Campbell	Contact email lcampbel@sfu.ca
Please revise the following elements of the indicated graduate course: ☐ Catalogue number ☒ Units ☐ Title ☐ Description ☐ Other: _____		

CURRENT COURSE

Please complete only the fields to be changed.

Program (eg. LBST) GSWS	Number (eg. 810) 898	Units (eg. 4) 6
Course title (max 80 characters) MA Thesis		
Short title (appears on transcripts, max 25 characters) MA Thesis		
Course description for SFU Calendar ☐ see attached n/a		
Available course components ☐ Lecture ☐ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Practicum work done in this class will involve children or vulnerable adults (If the "Yes" box is checked, all students and instructors will require criminal record checks) ☐ Yes ☒ No		
Grading basis ☐ Graded ☐ Satisfactory / Unsatisfactory ☒ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

REVISED COURSE

Please complete only the fields to be changed.

Program (eg. LBST) GSWS	Number (eg. 810) 898	Units (eg. 4) 10
Course title (max 80 characters) MA Thesis		
Short title (appears on transcripts, max 25 characters) MA Thesis		
Course description for SFU Calendar ☐ see attached n/a		
Available course components ☐ Lecture ☐ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Practicum work done in this class will involve children or vulnerable adults (If the "Yes" box is checked, all students and instructors will require criminal record checks) ☐ Yes ☒ No		
Grading basis ☐ Graded ☐ Satisfactory / Unsatisfactory ☒ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

APPROVALS

Faculty graduate studies committee name
C. Marthase

Signature
C. Marthase

Date
Dec 11/12

Senate graduate studies committee name

Signature

Date



SIMON FRASER UNIVERSITY
DEAN OF GRADUATE STUDIES

Graduate Course Minor Change Form

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DEPARTMENT

Department / School / Program Gender, Sexuality and Women's	Contact name Lara Campbell	Contact email lcampbel@sfu.ca
Please revise the following elements of the indicated graduate course: ☐ Catalogue number ☒ Units ☐ Title ☐ Description ☐ Other: _____		

CURRENT COURSE

Please complete only the fields to be changed.

Program (eg. LBST) GSWS	Number (eg. 810) 899	Units (eg. 4) 6
Course title (max 80 characters) Extended Essays		
Short title (appears on transcripts, max 25 characters) Extended Essays		
Course description for SFU Calendar ☐ see attached n/a		
Available course components ☐ Lecture ☐ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Practicum work done in this class will involve children or vulnerable adults (If the "Yes" box is checked, all students and instructors will require criminal record checks) ☐ Yes ☒ No		
Grading basis ☐ Graded ☐ Satisfactory / Unsatisfactory ☒ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

REVISED COURSE

Please complete only the fields to be changed.

Program (eg. LBST) GSWS	Number (eg. 810) 899	Units (eg. 4) 10
Course title (max 80 characters) Extended Essays		
Short title (appears on transcripts, max 25 characters) Extended Essays		
Course description for SFU Calendar ☐ see attached n/a		
Available course components ☐ Lecture ☐ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ _____		
Practicum work done in this class will involve children or vulnerable adults (If the "Yes" box is checked, all students and instructors will require criminal record checks) ☐ Yes ☒ No		
Grading basis ☐ Graded ☐ Satisfactory / Unsatisfactory ☒ In Progress / Complete ☐ _____		
Prerequisites (if any)		
This is combined with an undergrad course. ☐ Yes ☒ No		
Course number and units: _____		
Additional course requirements for graduate students		

APPROVALS

Faculty graduate studies committee name
W. Parkhouse
Senate graduate studies committee name

Signature
C. Parkhouse
Signature

Date
Dec 11/12
Date



SIMON FRASER UNIVERSITY
DEAN OF GRADUATE STUDIES

- 6 Academic
units
- 2.5 Billing
units

New Graduate Course Proposal Form

PROPOSED COURSE

Program (eg. MAPH) PLCY	Number (eg. 810) 899	Units (eg. 4) 5 (2.5 billing units)
Course Title (max 80 characters) Capstone Project Completion		
Short Title (appears on transcripts, max 25 characters) Capstone Project Completion		
Course Description for SFU Calendar ☐ see attached document ☐ Learning outcomes identified Completion of the major research capstone project in public policy supervised by a faculty member with participation of a supervisory committee. This course is intended for students who do not complete PLCY 809 in the term in which they are first enrolled in it.		
Available Course Components: ☐ Lecture ☐ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐ project research		
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)		
PLCY 809		
☐ 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)		
Campus at which course will be offered (check all that apply) ☐ Burnaby ☒ Vancouver ☐ Surrey ☐ GNW ☐ _____		
Estimated enrolment variable	Date of initial offering summer 2013	Course delivery (eg. 3 hrs/week for 13 weeks) n/a
☐ 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)		
This course is needed to allow students who are unable to complete their capstone research project in one term to re-enroll and pay the continuing fee. This course should have 4 actual units, 6 units for academic progress, and 2 billing units. Note this course should be set up to allow repeats		

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 All faculty in the School
Number of additional faculty members required in order to offer this course Not applicable
Additional space required in order to offer this course ☐ see attached document None
Additional specialized equipment required in order to offer this course ☐ see attached document None
Additional Library resources required (append details) ☐ Annually \$ _____ ☐ One-time \$ _____ None

PROPOSED COURSE from first page

Program (eg.) PLCY	Number (eg. 810) 899	Units (eg. 4) 5 (2.5 billing units)
Course title (max 80 characters) Capstone Project Completion		

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.

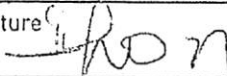
Once overlap concerns have been dealt with, signatures indicate approval by the department, home faculty and Senate Graduate Studies Committee.

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.

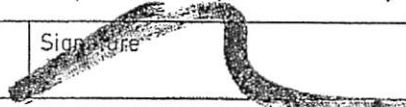
Name of Faculty	Signature of Dean or Designate	Date

Departmental Approval (non-departmentalized faculties need not sign)

Department Graduate Program Committee Dominique Gross	Signature 	Date 26/11/2012
Department Chair Nancy Olewiler	Signature 	Date 26/11/12

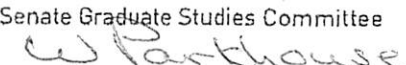
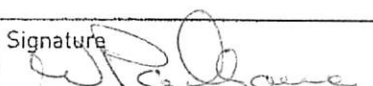
Faculty Approval

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.

Department Graduate Program Committee 	Signature 	Date 26/11/12
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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 Dec 11/12
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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 School of Public Policy	Contact name Dawn Geil	Contact email mpp@sfu.caa
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