



Office of Graduate Studies and Postdoctoral Fellows

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MEMORANDUM

ATTENTION Senate
FROM Wade Parkhouse, Dean of Graduate
Studies
RE: Editorial changes to:
GGR 1.10.4 Submission of the Thesis to the Library

DATE 5 September 2013
No. GS2013.20

A handwritten signature in blue ink, appearing to read "Wade Parkhouse", is written over the "No." field of the memorandum.

For Information:

Acting under delegated authority at its meeting of 8 July 2013, SGSC approved editorial changes to the following Graduate General Regulation (GGR) to bring the GGR into line with current practice:

GGR 1.10.4 Submission of the Thesis to the Library [GS2013.20]

Effective Spring 2014

encl.



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MEMORANDUM

ATTENTION	SGSC	DATE	14 June 2013
FROM	Peter Liljedahl, Associate Dean of Graduate Studies	PAGES	1/1
RE:	Revisions to GGR 1.10.4 Submission of the Thesis to the Library Revisions to GGR 1.11 (including sections 1-3) Publication of Thesis		

Motion: Move that SGSC approve revisions to GGR 1.10.4 Submission of the Thesis to the Library and 1.11 (including sections 1- 3) Publication of Thesis.

GGR 1.10.4 - This follows a request from SGSC Library representative, Nicole White. If approved, the Library will only accept digital copies of theses and move away from its current practice of accepting a combination of digital and print copies.

The Library is prepared to make this transition beginning Fall 2013.

GGR 1.11 (including sections 1-3) – This follows a request from SGSC Library representative, Nicole White, to update the language to reflect current practices associated with the publication of theses.

FROM

GGR 1.10.4 Submission of the Thesis to the Library

If the examining committee has required minor revisions to a thesis, these will be completed as soon as possible after the examination and checked by the senior supervisor. A digital copy ~~Two unbound copies~~ of the final draft of the completed thesis shall be sent to the library together with a memorandum from the senior supervisor certifying that all required revisions have been made. The thesis will be deposited into the library's institutional repository. ~~se two copies will be bound, catalogued and retained by the library, one for the general collection and one for the University archives. Graduate program committees may also require not more than two bound copies for departmental files, and these should be submitted for binding at the same time.~~

~~When the library representative of the dean of graduate studies~~ the library's assistant for theses has checked the thesis and accepted the format, the representative will notify the director of graduate programs, admissions and records. No degree will be approved by senate until the director of graduate programs, admissions and records has been so notified.

TO

GGR 1.10.4 Submission of the Thesis to the Library

If the examining committee has required minor revisions to a thesis, these will be completed as soon as possible after the examination and checked by the senior supervisor. A digital copy of the final draft of the completed thesis shall be sent to the library together with a memorandum from the senior supervisor certifying that all required revisions have been made. The thesis will be deposited into the library's institutional repository.

When the library's assistant for theses has checked the thesis and accepted the format, the assistant for theses will notify the director of graduate programs, admissions and records. No degree will be approved by senate until the director of graduate programs, admissions and records has been so notified.