



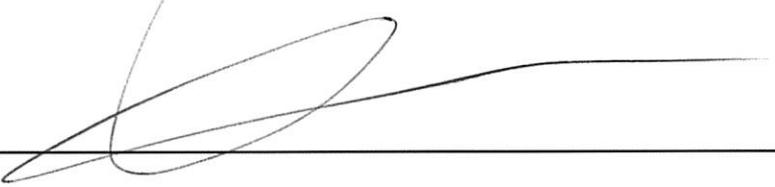
Office of Graduate Studies and Postdoctoral Fellows

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Burnaby, BC
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www.sfu.ca/Dean-
GradStudies

MEMORANDUM

ATTENTION Senate **DATE** 10 November 2014
FROM Mary-Ellen Kelm, Acting Dean of **No.** GS2014.46
Graduate Studies
RE: Faculty of Science

A large, stylized handwritten signature in dark ink is written over the signature line and extends into the right margin.

For information:

Acting under delegated authority at its meeting of November 3, 2014, SGSC approved the following curriculum revisions effective Summer 2015:

Faculty of ScienceDepartment of Biomedical Physiology and Kinesiology

Course change (units): BPK 898

Department of Mathematics

Course change (units): MATH 898, MATH 899

Department of Molecular Biology and Biochemistry

Course change (units): MBB 898

MEMO

Faculty of Science

ATTENTION Krista Gerlich-Fitzgerald, Graduate Studies

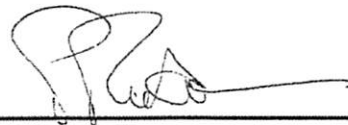
FROM Peter Ruben, Associate Dean, Faculty of Science

RE Minor Course Change – Biomedical Physiology &
Kinesiology

DATE September 23, 2014

TIME 3:55 PM

The graduate program in the Department of Biomedical Physiology and Kinesiology seeks to change the number of credits for its MSc thesis course, BPK 898, from 6 to 18 credits to conform to the 30-credit university standard. The Minor Course Change form is attached, along with a memo from the Chair of BPK. This change has my approval and that of the Faculty of Science Graduate Studies Committee.



P. Ruben

MEMO

Attention: Dr. Peter Ruben, Associate Dean, Research and Graduate Studies,
Faculty of Science

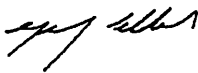
From: Dr. Glen Tibbits, Chair, Department of Biomedical Physiology and
Kinesiology

Re: Course Change, BPK 898

September 19, 2014

Dear Peter,

Please find enclosed a proposal for a course change to BPK 898. The change is to bring the Master's thesis in line with the 30-credit minimum requirement and to better reflect the work of a Master's thesis. The course change has been approved by the Department of Biomedical Physiology and Kinesiology. Please could you include them on the next SGSC agenda.



Glen F Tibbits
2014.09.23 11:46:59 -07'00'

Department Chair

Enclosure



Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number BPK 898	Units 6
Course Title MSc Thesis	
Rationale for Change: To comply with the 30-credit minimum Master's thesis and better reflect the value of the thesis component of the degree.	

Proposed Changes (Check all that apply)

☐ Course number ☒ Units* ☐ Title ☐ Description ☐ Prerequisite ☐ Other _____

Complete only the fields to be changed

FROM	TO
Course Subject/Number BPK 898	Course Subject/Number BPK 898
Units 6	Units* 18
Course Title MSc Thesis	Course Title (max 100 characters) MSc Thesis
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

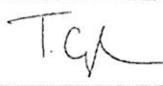
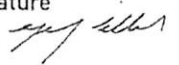
* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

REMINDER: All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

CONTACT PERSON

Department / School / Program Biomedical Physiology and Kinesiology	Contact name Dr. Tom Claydon	Contact email thomas_claydon@sfu.ca
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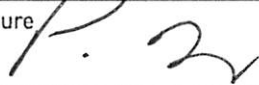
DEPARTMENTAL APPROVAL

Department Graduate Program Committee Dr. Tom Claydon	Signature 	Date Sept 19th, 2014
Department Chair Dr. Glen Tibbits	Signature  Glen F Tibbits 2014.09.23 11:48:46 -07'00'	Date 23 Sept 2014

FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Dr. Peter Ruben	Signature 	Date 23 Sep. 2014
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC)	Signature 	Date Oct 28 2014
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MEMO

Faculty of Science

ATTENTION Krista Gerlich-Fitzgerald, Graduate Studies

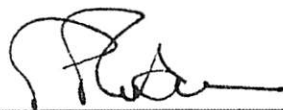
FROM Peter Ruben, Associate Dean, Faculty of Science

RE Minor Course Change – Mathematics

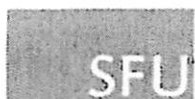
DATE September 30, 2014

TIME 2:18 PM

The graduate program in the Mathematics Department seeks to change the number of credits for its MSc thesis course, Math 898, from 6 to 12 credits to conform to the 30-credit university standard. To be consistent, the Department also seeks to change its credit allocation for the PhD thesis course, Math 899, from 6 to 12 credits. Two Minor Course Change forms are attached, along with a memo from the Chair of Math. These changes have my approval and that of the Faculty of Science Graduate Studies Committee.



P. Ruben

**MEMO**DEPARTMENT OF MATHEMATICS

ATTENTION Wade Parkhouse
Dean of Graduate Studies

From: John Stockie
Graduate Program Co-Chair
Mathematics Department
Local 23553
jstockie@sfu.ca

RE: Mathematics 898 and 899 change to units

Date: September 29, 2014

The following course changes have been approved by the Faculty of Mathematics and are forwarded to the Senate Graduate Studies Committee for approval. Please include them on the next SGSC agenda.

Mathematics Department
Course changes

Math 898 MSc Thesis
Math 899 PhD Thesis

Change the units from 6 to 12 in order to conform to the 30-credit program industry standard and to reflect hours associated with the thesis.

Thank you,

A handwritten signature in black ink, appearing to read "J. Stockie", is written over a horizontal line.

John Stockie
Graduate Co-Chair
Mathematics Department



Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	Mathematics 898	Units	6
Course Title	MSc Thesis		
Rationale for Change: To conform with the standard 30-credit minimum and to reflect hours associated with the thesis.			

Proposed Changes (Check all that apply)

☐ Course number ☒ Units* ☐ Title ☐ Description ☐ Prerequisite ☐ Other _____

Complete only the fields to be changed

FROM	TO
Course Subject/Number Math 898	Course Subject/Number Math 898
Units 6	Units* 12
Course Title MSc Thesis	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

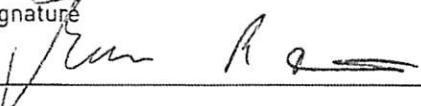
* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

REMINDER: All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

CONTACT PERSON

Department / School / Program Mathematics	Contact name John Stockie	Contact email jstockie@sfu.ca
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DEPARTMENTAL APPROVAL

Department Graduate Program Committee John Stockie, Co-Chair	Signature 	Date SEPT 23/14
Department Chair Manfred Trummer	Signature 	Date Sept 29/14

FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) PETER RUBEN	Signature 	Date 30 SEPT 14
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Peter Liljedahl	Signature 	Date Oct 28 2014
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Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	Mathematics 899	Units	6
Course Title	PhD Thesis		
Rationale for Change: To make the PhD thesis consistent with the MSc thesis (refer to change form for MATH 898)			

Proposed Changes (Check all that apply)

☐ Course number ☒ Units* ☐ Title ☐ Description ☐ Prerequisite ☐ Other _____

Complete only the fields to be changed

FROM	TO
Course Subject/Number Math 899	Course Subject/Number Math 899
Units 6	Units* 12
Course Title PhD Thesis	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

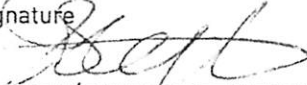
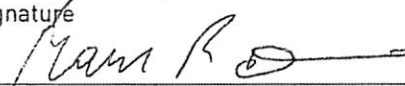
* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

REMINDER: All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

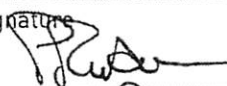
CONTACT PERSON

Department / School / Program Mathematics	Contact name John Stockie	Contact email jstockie@sfu.ca
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DEPARTMENTAL APPROVAL

Department Graduate Program Committee John Stockie, Co-Chair	Signature 	Date SEP 29/14
Department Chair Manfred Trummer	Signature 	Date Sept 29/14

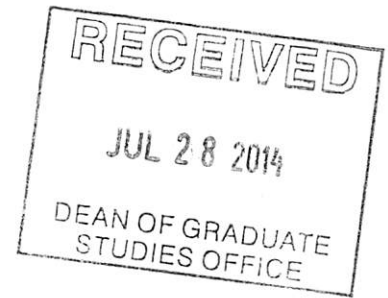
FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) PETER RUBEN	Signature 	Date 30 SEPT 14
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Peter Liljedahl	Signature 	Date Oct 28 2014
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SFU



MEMO

Faculty of Science

ATTENTION Sheilagh MacDonald, Graduate Studies

FROM Peter Ruben, Associate Dean, Faculty of Science

RE Minor Course Change - MBB

DATE July 24, 2014

TIME 12:21
PM

The graduate program in the Department of Molecular Biology and Biochemistry seeks to change the number of credits for its MSc thesis course, MBB 898, from 6 to 18 credits to conform to the 30-credit university standard. The Minor Course Change form is attached, along with a memo from the Chair of the MBB Graduate Studies Committee. This change has my approval and that of the Faculty of Science Graduate Studies Committee.

A handwritten signature in cursive script, appearing to read "P. Ruben", written over a horizontal line.

P. Ruben

MOLECULAR BIOLOGY AND BIOCHEMISTRY
Memorandum

To: Chair, Faculty Graduate Studies Committee,
Faculty of Science

From: Michel Leroux, Chair, MBB Graduate
Studies Committee

Re: Graduate Course Minor Change – MBB 898

Date: July 2, 2014

We are requesting a minor course change for the following:

To change the units for MBB 898 from 6 to 18 in order to conform to the 30-credit program industry standard.

The Graduate Course Minor Change form is attached.

Sincerely,

A handwritten signature in black ink, appearing to read "Michel Leroux". The signature is fluid and cursive, with the first name "Michel" and last name "Leroux" clearly distinguishable.

Dr. M.R. Leroux



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 MBB	Contact name Michel Leroux	Contact email leroux@sfu.ca
Please revise the following elements of the indicated graduate course: ☒ Units ☐ Title ☐ Description ☐ Pre-requisites ☐ Other		
Rationale for this change: To fit industry standards for 30 credit minimum and to more accurately reflect the hours associated with the thesis.		

CURRENT COURSE

Please complete only the fields to be changed.

Course subject MBB	Number (eg. 810) 898	Units (credits) 6
Course title (max 100 characters) MSc thesis		
Short title (appears on transcripts, max 30 characters)		
Course description for SFU Calendar ☐ see attached		
Available course components ☐ Lecture ☐ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐		
Practicum work done in this class will involve children or vulnerable adults ☐ 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.

Course subject MBB	Number (eg. 810) 898	Units (credits) 18
Course title (max 100 characters)		
Short title (appears on transcripts, max 30 characters)		
Course description for SFU Calendar ☐ see attached		
Available course components ☐ Lecture ☐ Seminar ☐ Laboratory ☐ Practicum ☐ Online ☐		
Practicum work done in this class will involve children or vulnerable adults ☐ 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 Peter Ruben	Signature 	Date 4 November 2014
Senate graduate studies committee name M. E. KELM	Signature 	Date 7/11/14