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MEMORANDUM

ATTENTION Senate
FROM Wade Parkhouse, Chair of Senate
Graduate Studies Committee (SGSC)
RE: Faculty of Arts and Social Sciences

DATE 10 February 2015
No. GS2015.05


For information:

Acting under delegated authority at its meeting of February 2, 2015, SGSC approved the following curriculum revisions:

Department of Economics

Program change: MA	Effective Fall 2015
Course deletion: ECON 997 MA Exam	Effective Fall 2016
New course: ECON 899 MA Research Paper	Effective Fall 2015

Department of Linguistics

Program change: Concurrent BA/MA	Effective Fall 2015
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MEMO

Faculty of Arts and
Social Sciences

Office of the Dean

ATTENTION: Wade Parkhouse
Dean, Graduate Studies

FROM: Lisa Shapiro
Associate Dean, FASS

RE: Curricular Revisions: Department of Economics (FASSGSC 14-13)

DATE: January 26, 2015

At its meeting of October 2, 2014, the Faculty of Arts and Social Sciences Graduate Studies Committee, the following curricular proposal changes were submitted by the Department of Economics (FASSGSC 14-13)

- Delete ECON 997 from the calendar
- New course: ECON 899

Please find attached the Department of Economics submission with the revisions suggested by by GAR.

Please place these items on the agenda of the next SGSC meeting.

LS:jsh

Att.

**SIMON FRASER UNIVERSITY
DEPT. OF ECONOMICS
FACULTY OF ARTS AND SOCIAL SCIENCES
CALENDAR REVISIONS
MASTER OF ARTS**

Summary of changes: 1) Replace the Final Examination requirement (ECON 997) with a research paper requirement (ECON 899) in MA program course option. 2) Clarify the description of the Co-op option.
Rationale for changes: 1) There is strong student and faculty demand to eliminate the Final Examination required for the course option of the MA program, and to provide more research training to students pursuing that option. The proposed change was specifically recommended in the Department's most recent external review. 2) The revised description of the Co-op option better reflects actual practice.
Will these changes impact current students? If yes, what is the plan for current students? No. Changes will take effect with the Fall 2015 entering MA class.

FROM	TO
Degree Requirements The MA program has four options (see below). Under each, ECON 798 is required in addition to other work, unless a grade acceptable to the graduate program committee has been obtained in an equivalent courses. An undergraduate course can be used with the approval of the graduate program committee. • thesis option – seven courses including core work and an original thesis • extended essay option – seven courses including core work and two extended essays • project option – eight courses including	Degree Requirements The MA program has four options (see below). Under each, ECON 798 is required in addition to other work, unless a grade acceptable to the graduate program committee has been obtained in equivalent courses. An undergraduate course can be used with the approval of the graduate program committee. • thesis option – seven courses including core work and an original thesis • extended essay option – seven courses including core work and two extended essays • project option – eight courses including

core work and a research project • course option – nine courses including core work and ECON 997 Core Course Work The core course work will normally consist of • ECON 802 - Microeconomic Theory I • ECON 835 - Econometrics and one of • ECON 807 - Macroeconomic Theory and Policy • ECON 808 - Macroeconomic Theory and one of • ECON 836 - Applied Econometrics • ECON 837 - Econometric Theory I Elective Course Work The remaining courses beyond those designated as core work will be ECON graduate courses or, with permission of the graduate program chair, courses in graduate business administration and other subjects. Research and Oral Examination Under the thesis, extended essay or project option, research papers must meet the standards set out in the Graduate General Regulations (page 219). An oral examination is required covering the students' written research in particular, and program in general, as outlined in the Graduate Regulations. Final Examination Under the course option, there will be a final examination (ECON 997) on core subjects, which normally will occur during the final examination period of the students' third term	core work and a research project • course option – nine courses including core work and ECON <u>899 (MA Research Paper)</u> Core Course Work The core course work will normally consist of • ECON 802 - Microeconomic Theory I • ECON 835 - Econometrics and one of • ECON 807 - Macroeconomic Theory and Policy • ECON 808 - Macroeconomic Theory and one of • ECON 836 - Applied Econometrics • ECON 837 - Econometric Theory I Elective Course Work The remaining courses beyond those designated as core work will be ECON graduate courses or, with permission of the graduate program chair, courses in graduate business administration and other subjects. Research and Oral Examination Under the thesis, extended essay or project option, research papers (<u>not including ECON 899</u>) must meet the standards set out in the Graduate General Regulations (<u>see 1.9</u>). An oral examination is required covering the students' written research in particular, and program in general, as outlined in the Graduate Regulations. Co-operative Education This optional program provides work experience that complements MA studies. MA students in good standing with a minimum
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in the program. Co-operative Education This optional program provides work experience that complements MA studies. MA students in good standing with a minimum 3.0 GPA may apply to co-op after satisfactory completion of • ECON 802-4 Microeconomic Theory I • ECON 835-4 Econometrics • ECON 836-4 Applied Econometrics and one of • ECON 807-4 Macroeconomic Theory and Policy • ECON 808-4 Macroeconomic Theory or equivalent. The program consists of two separate work terms. Arrangements are made through the Faculty of Arts and Social Sciences co-op co-ordinator at least one term in advance (see Co-operative Education). To participate, prior approval from the graduate chair in the Department of Economics is required.	3.0 GPA <u>are eligible for co-op</u> after satisfactory completion of • ECON 802-4 Microeconomic Theory I • ECON 835-4 Econometrics • ECON 836-4 Applied Econometrics and one of • ECON 807-4 Macroeconomic Theory and Policy • ECON 808-4 Macroeconomic Theory or equivalent. The program consists of <u>one or two</u> separate work terms. Arrangements are made through the Faculty of Arts and Social Sciences co-op co-ordinator <u>during the first semester of study</u> (see Co-operative Education). To participate, prior approval from the graduate chair in the Department of Economics is required.
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Graduate Course Deletion Form

DEPARTMENT

Department / School / Program Economics	Contact name G. Wild	Contact email glwild@sfu.ca
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COURSE INFORMATION

Subject (eg. MAPH) ECON	Catalogue number (eg. 810) 997	Units (eg. 4) 6
Course title (max 80 characters) MA Exam		
Short title (appears on transcripts, max 25 characters) MA Exam		
Rationale for the deletion ☐ See attached document (if more space is required) MA Exam requirement is being removed from the program, and replaced with a research paper requirement (ECON 899)		
Effective term and year Fall 2015 Fall 2016		

BEFORE SUBMISSION TO SGSC

- ☒ Check that this course is not needed for degree completion
- ☒ Check the online academic calendar to ensure this course is not cross-listed with other units
- ☒ Check a course impact report in CURRICUNET to ensure this course is not cross-listed with other departments
- ☒ Ensure that all entries are deleted throughout the SFU calendar: www.sfu.ca/calendar
- ☒ If this deletion affects the unit's admissions or program requirements, please revise as necessary and attach the new calendar language
- ☒ Ensure that all entries are deleted on the departmental website

APPROVAL SIGNATURES

Departmental Approval

Department Graduate Program Committee S. Woodcock	Signature	Date 9/5/2014
Department Chair D. S. JACKS	Signature	Date 14.09.08

Faculty Approval

Faculty Graduate Program Committee JANE PULKINGHAM	Signature	Date OCT 16, 2014
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Senate Graduate Studies Committee Approval

Senate Graduate Studies Committee WADE PARKHOUSE	Signature	Date Jan 15, 15
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New Graduate Course Proposal Form

PROPOSED COURSE

Subject (eg. MAPH)	ECON	Number (eg. 810)	899	Units (eg. 4)	4
Course Title (max 80 characters) MA Research Paper					
Short Title (appears on transcripts, max 25 characters) MA Research Paper					
Course Description for SFU Calendar ☐ see attached document ☐ Learning outcomes identified The student will write an original research paper in their field of interest. The paper can be empirical or theoretical, in any field of economics, but it should make an original contribution to knowledge.					
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) ECON 802, 807 (or 808), 835, and 836 (or 837).					
☐ 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	Date of initial offering	Course delivery (eg. 3 hrs/week for 13 weeks)			
18	Summer 2016	4 hrs/week for 13 weeks			
☐ 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 a new requirement for MA students pursuing the "course" degree option. It will ensure that students completing their degree via this option produce an original research paper during their MA studies.					

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 Simon Woodcock, David Jacks
Number of additional faculty members required in order to offer this course zero
Additional space required in order to offer this course ☐ see attached document zero
Additional specialized equipment required in order to offer this course ☐ see attached document zero
Additional Library resources required (append details) ☐ Annually \$ _____ ☐ One-time \$ _____ zero

PROPOSED COURSE from first page

Program (eg. MAPH) ECON	Number (eg. 810) 899	Units (eg. 4) 4
Course title (max 80 characters) MA Research Paper		

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.

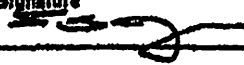
Once overlap concerns have been dealt with, signatures indicate approval by the department, home faculty and Senate Graduate Studies Committee.

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.

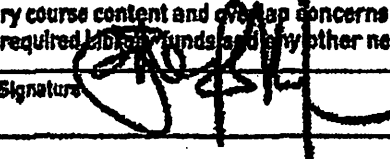
Name of Faculty	Signature of Dean or Designate	Date

Departmental Approval (non-departmentalized faculties need not sign)

Department Graduate Program Committee S. WOODCOCK	Signature 	Date 9/5/2014
Department Chair D.S. JACKS	Signature 	Date 14.09.08

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 JANE PULKINGHAM	Signature 	Date OCT 16, 2014
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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 WADE PARKHOUSE	Signature 	Date Feb 11/15
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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 Economics	Contact name G. Wild	Contact email glwild@sfu.ca
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**SIMON FRASER UNIVERSITY
DEPARTMENT OF ECONOMICS**

COURSE: ECON 899-4

SEMESTER: Summer 2016

TITLE: MA Research Paper

INSTRUCTOR: S. Woodcock

PREREQUISITES: ECON 802, 807 (or 808), 835, and 836 (or 837), or equivalent. Offered once a year.

Description:

The objective of the course is to learn how to write a research paper in economics. To this end, students will write an original research paper in their area of interest. The paper can be empirical or theoretical, in any field of economics, but it should make an original contribution to knowledge.

The class will meet as a seminar during the first three weeks of the semester. In the seminars, you will learn how to identify an interesting and viable research question, and acquire tools that can be used directly to write the paper. Because most students will write empirical papers, the seminars will focus on tools that are useful for empirical research, how to structure a research paper, and how to structure and present quantitative information.

During weeks 4-11, students will meet one-on-one with the course instructor who will help them develop their research idea and provide supervision. If a student's chosen topic is too far outside the instructor's capability to supervise, the instructor will help the student find an additional supervisor in the field. Students will submit a 2-page written research proposal in week 6, which must be approved by the instructor before proceeding.

During weeks 12-13, students will give a short (20-30 minute) presentation of their research to the class. The final version of the paper will be due shortly after the last day of classes (date TBA).

There is no minimum or maximum length for the paper, but your paper should be structured along the lines of a typical article published in peer-reviewed academic journals in economics. Specifically:

- "Normal" length is 20-30 pages of double-spaced text, plus accompanying tables, figures, and appendices as necessary.
- Your research question should be original. It may extend or update an existing work, but it should not simply replicate an existing paper. That said, it does not need to be original in every conceivable dimension. But it does need to be original in at least one. Many successful papers provide a single novel "twist" or extension of an existing idea.
- The paper should begin with an introduction (usually 2-3 pages) that clearly identifies the research question to be posed, motivates the question, clearly situates it in the existing literature, and briefly summarizes the methods and findings.

- Your paper should include a brief literature review that helps to situate it in the existing literature. The literature review can either be incorporated into the introduction, or comprise a separate section of the paper. A successful literature review doesn't simply describe a list of related papers. It also explains **how** those papers are related to yours, and how yours differs from what has been done before.
- Your methods (whether that is a theoretical or empirical model, or both) should be clearly explained, justified, and described. For empirical papers, you should clearly describe your data, and explain how your econometric model identifies the effect of interest.
- Your paper should end with a brief conclusion that summarizes the key findings, their relevance, and possibly identifies avenues for further related research.
- A few helpful hints for theoretical papers:
 - Simple “toy” examples can really help to communicate the key mechanisms of your model.
 - To improve the readability of your paper: clearly identify and number your assumptions; separate your results into a few key propositions/theorems; and appendicize your proofs unless they are short, relatively simple, and illustrative.
 - Adding a few simple extensions to the model can increase its reach, depth, and interest, as well as help to illustrate its key mechanisms.
- A few helpful hints for empirical papers:
 - Given time constraints, you will need to work with publicly available data, or collect your own. The Librarians can help point you to available data sources. Many data providers make data available for download from their website, e.g., Statistics Canada, the Bureau of Labor Statistics, the US Census Bureau, NORC, NBER, the ISR at U. Michigan, IMF, World Bank, etc.
See econdata.net and <http://cameron.econ.ucdavis.edu/e102/data.html> for non-exhaustive lists of publicly available data.
 - Think hard about whether your empirical model really identifies the effect you're interested in, or what assumptions might be required to ensure that it does. Be candid about threats to identification, and your model's shortcomings more generally, but also its strengths.
 - Read Angrist and Pischke (2008).
- Thomson (2001) provides a lot of useful tips on how to write like an economist, as well as how to clearly and concisely present your work to an audience.

Learning Outcomes:

By the end of the course, students will be able to:

- Pose an original research question in their chosen field within economics
- Write a research paper that answers this question
- Present the results of their research to an audience of peers

Required Texts:

J. D. Angrist and J.-S. Pischke "*Mostly Harmless Econometrics: an Empiricist's Companion*,"
Princeton University Press (2008).

W. Thomson "*A Guide for the Young Economist*," MIT Press (2001).

Grading:

Participation	10%
Proposal	20%
Presentation	20%
Research Paper	50%



MEMO

Faculty of Arts and
Social Sciences

Office of the Dean

ATTENTION: Wade Parkhouse
Dean, Graduate Studies

FROM: Lisa Shapiro
Associate Dean, FASS

RE: Curricular Revisions: Department of Linguistics (FASSGSC 14-15)

DATE: January 14, 2015

At its meeting of October 2, 2014, the Faculty of Arts and Social Sciences Graduate Studies Committee approved the curricular revisions, as submitted by the Department of Linguistics (FASSGSC 14-15)

- Concurrent BA MA: calendar language

Please place these items on the agenda of the next SGSC meeting.

LS:jsh
Att.



FACULTY OF ARTS AND SOCIAL SCIENCES
Department of Linguistics

Maite Taboada, Professor / Chair, Graduate Studies Committee

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FASSGSC 14-15

Memo

Attention: Jane Pulkingham, Associate Dean, FASS

Re: Concurrent BA/MA in Linguistics degree proposal

Date: September 19, 2014

Please find attached a proposal for a new concurrent degree in Linguistics. The proposal was unanimously approved at a meeting of the Department of Linguistics on September 18, 2014.

Would you please place this proposal on the agenda of the next meeting of the FASS Graduate Studies Curriculum Committee?

Thank you,

**Proposal for Concurrent Admission to a Bachelor's program and Master's program
(Referred to as Concurrent Bachelor's-Master's Program)**

General admission requirements and guidelines for concurrent admission can be found here:
<http://www.sfu.ca/dean-gradstudies/future/academicprograms/ConcurrentAdmission.html>

1 Faculty/Department/School

Faculty of Arts and Social Sciences, Department of Linguistics

2 Degree programs

Masters of Arts in Linguistics

Bachelor of Arts in Linguistics

3 Proposed date of implementation

The earliest students would start the concurrent program is Fall 2015 (as BA students). Students would have to apply by January 15, 2015. Depending on dates of approval internally (FASS, Senate), implementation may be delayed until the 2016-17 academic year, with a deadline to apply of January 15, 2016.

4 Rationale for the proposal

The concurrent BA/MA program in Linguistics serves the needs of advanced undergraduate students who are interested in pursuing graduate degrees. A number of the Linguistics undergraduate students go on to pursue graduate studies, at SFU or elsewhere. The department feels that there are more qualified students who could enter graduate studies, but who have not been made aware of the opportunity, or who are deterred by the length of a full MA program.

The aims of the program are to provide a seamless transition between a BA and an MA degree in Linguistics, and help the department recruit excellent graduate students.

Students will still be admitted to the regular MA program during our usual cycle of admissions. Students who have completed or are about to complete the BA at SFU, but who did not apply to the concurrent degree early enough will also be able to apply during the usual cycle.

Opportunities for placement of graduates/eligibility for admission to Ph.D. programs upon completion.

Our recent graduates have done really well in being placed in Ph.D. programs. In fact, we believe that is one of the strengths of our graduate program: We offer rigorous training in research at the graduate level, with close one-on-one supervision. Many of the MA theses are published, and are at a very high level of quality.

Recent MA graduates have been admitted into the following Ph.D. programs, among others: University of Toronto, University of Alberta, University of Amsterdam, Northwestern University, University of Delaware, MIT.

Other graduates have started careers in industry (in computational linguistics) or pursued careers in education.

Ways in which the program will meet the needs of society, academic unit and student.

The program will meet the needs of students by offering a seamless transition into a graduate degree, at the same time shortening the time to completion of the two degrees.

It will help the Department of Linguistics by providing a steady stream of well-prepared students who will contribute to our graduate courses and to the research community in the department.

It will contribute to society in providing well-trained graduates who are able to enter the job market faster than by doing both degrees separately.

5 Projected enrolment/student demand

In the last five years, 15 students who have completed the BA in Linguistics have graduated and started an MA. We typically admit most of the SFU applicants. We estimate three students every year entering the concurrent degree, potentially more.

6 Advising structure for students

Students receive advice from the Undergraduate Advisor, the Graduate Program Assistant, and the Graduate Chair. Students are also assigned a temporary senior supervisor when admitted into the program.

7 Capacity to provide financial and supervisory support to students

We expect only a slight increase to our numbers as a result of the concurrent degree. Admissions will be done at the same time as regular graduate admissions, and thus the graduate committee will ensure that we are able to admit students only if we have the financial and supervisory resources to do so (although the planning will be made more complicated by having to track two years from admission). Students will be matched with a supervisor on a temporary basis as soon as they are admitted into the concurrent program (just as we do for graduate admissions).

8 Admission requirements in addition to the minimum SFU requirements

Requirements are the same as minimum University requirements: at least 90 credits and CPGA of 3.67.

Students are expected to maintain a 3.67 CGPA at the BA level, and at least 3.0 at the MA level (these are also the general University regulations).

Students may transfer from the concurrent degree to a regular BA at any time in the program, by informing the Chairs of the Undergraduate and Graduate committees.

9 Specific time-lines

Students would apply while they are completing their third year of study (after 90 credits), by January 15 of the year they would like to start the concurrent degree. Admissions are effective in the Fall semester. Applications are evaluated by the Graduate Studies Committee, together with the rest of the cohort, but bearing in mind that concurrent students will only become full MA students in the year following admission. This has implications for funding, as we will need to project funding two and three years in advance.

At the time of admission into the concurrent degree, students are assigned a temporary senior supervisor. In most cases, we expect the student to continue working with that supervisor and write an MA thesis under their direction.

Students are expected to complete the BA, and most of the coursework for the MA, in their first year in the concurrent degree. Once the BA has been conferred, students become graduate students, typically in the Fall semester. They then qualify for TAs and fellowships.

Fellowship applications are due in April for the following academic year. Thus, concurrent students should apply in their final year of the BA program.

Once students have finished the BA, they would normally complete the MA in one year (three semesters).

The expected structure of the program for students who start the concurrent degree in the Fall semester of their fourth year is presented in Table 1.

Although there is no limit on the number of graduate units an undergraduate student can take for credit toward their undergraduate degree (as long as the student is approved by the department to take the graduate courses for credit), students will only be eligible to use a maximum of 10 graduate units, taken during their undergraduate degree, towards the graduate program.

Note that Table 1, which outlines the recommended progression of courses for students admitted through the concurrent degree process, is provided for information only (i.e., to demonstrate how it is intended to work in practice); the actual calendar language is different and is provided in the proposed calendar language section of this proposal.

First year (concurrent BA/MA)		
Fall	Spring	Summer
LING 801	LING 800	LING 851
2-3 additional undergraduate or graduate courses	2-3 additional undergraduate or graduate courses	2-3 additional undergraduate or graduate courses
Second year (MA)		
Fall	Spring	Summer
LING 890	LING 891	
Any remaining graduate courses (total of 6)	Any remaining graduate courses (total of 6)	
Thesis research	Thesis research & writing	Thesis defense

Table 1. Expected program structure

10 Description of any proposed changes to existing programs

No changes are necessary.

Appendix A: Proposed calendar language

The following calendar text will be added at the end of the upper division program requirements for the BA Major and BA Honours program in Linguistics, and after the program requirements for the graduate MA program in Linguistics.

Calendar Text:

NOTE: SFU Students enrolled concurrently in a bachelor's degree program and a master's degree program within the Department of Linguistics may apply a maximum of 10 graduate course units taken while completing the bachelor's degree to the requirements of the master's degree. For more information go to:
<http://www.sfu.ca/dean-gradstudies/future/academicprograms/ConcurrentAdmission.html>
 and <http://www.sfu.ca/linguistics.html>

Appendix B: Concurrent degree programs at other institutions

List of other concurrent degree programs.