

**GRADUATE STUDIES AND
POSTDOCTORAL FELLOWS**

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MEMORANDUM

ATTENTION Senate
FROM Wade Parkhouse, Dean of Graduate
Studies
RE: Faculty of Environment

DATE June 23, 2016
No. GS2016.02

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

For information:

Acting under delegated authority at its meeting of February 1, 2016, SGSC approved the following new course, effective **Spring 2017**.

Faculty of Environment

Department of Archaeology

New course: ARCH 591



FACULTY OF ENVIRONMENT

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MEMORANDUM

ATTENTION Wade Parkhouse, DGS
FROM Sean Markey, FEnv Associate Dean
RE: Professional Certificate in Heritage Resource Management

DATE January 14, 2016

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Dear Wade,

Attached, please find a proposal for a new course, ARCH 591 Directed Studies in Heritage Resource Management. The course received unanimous support from the Faculty of Environment Graduate Program Committee.

ARCH 591 will complement the four required courses in Archaeology's Heritage Resource Management program.

Thank you.

Best,
Sean



New Graduate Course Proposal

Please save the form before filling it out to ensure that the information will be saved properly.

Course Subject (eg. PSYC)	ARCH	Number (eg. 810)	591	Units (eg. 4)	5
Course title (max 100 characters including spaces and punctuation) Directed Study in Heritage Resource Management					
Short title (for enrollment/transcript - max 30 characters) Directed Study					
Course description for SFU Calendar * Directed study in heritage resource management under the supervision of a faculty member.					
Rationale for introduction of this course ARCH 591 will complement the four required courses in SFU Archaeology's Professional HRM Program. Students who are unable to participate in online course delivery may complete HRM Program course requirements by taking ARCH 591, with the permission of the HRM Program director.					
Effective term and year		Course delivery (eg 3 hrs/week for 13 weeks)			
Fall 2016 Spring 2017		5 hours per week for 13 weeks			
Frequency of offerings/year		Estimated enrollment/offering			
As needed		Two students per term			
Equivalent courses (These are previously approved courses that replicate the content of this course to such an extent that students should not receive credit for both courses.) None					
Prerequisite and/or Corequisite ** Prerequisite: 10 units, consent of supervising faculty member, and approval of the director of the HRM program					
Criminal record check required? ☐ Yes ☒ No If yes, then add this requirement as a prerequisite.					
Campus where course will be taught ☐ Burnaby ☐ Surrey ☐ Vancouver ☐ Great Northern Way ☒ Off campus					
Course Components ☐ Lecture ☐ Seminar ☐ Lab ☒ Research ☐ Practicum ☐ Online ☐					
Grading Basis ☒ Letter grades ☐ Satisfactory/Unsatisfactory ☐ In Progress/Complete				Capstone course? ☐ Yes ☒ No	
Repeat for credit? *** ☒ Yes ☐ No		Total completions allowed? 2		Repeat within a term? ☐ Yes ☒ No	
Required course? ☐ Yes ☒ No		Final exam required? ☐ Yes ☒ No		Additional course fees? ☐ Yes ☒ No	
Combined with an undergrad course? ☐ Yes ☒ No If yes, identify which undergraduate course and what the additional course requirements are for graduate students:					

* Course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description.

** If a course is only available to students in a particular program, that should be stated in the prerequisite.

*** This mainly applies to a Special Topics or Directed Readings course.

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 John R. Welch, David V. Burley
Additional faculty members, space, and/or specialized equipment required in order to offer this course None

CONTACT PERSON

Department / School / Program Archaeology	Contact name John R. Welch	Contact email welch@sfu.ca
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DEPARTMENTAL APPROVAL

REMINDER: New courses must be identified on a cover memo and confirmed as approved when submitted to FGSC/SGSC. Remember to also include the course outline.

Non-departmentalized faculties need not sign

Department Graduate Program Committee	Signature Dana Lepofsky Digitally signed by Dana Lepofsky DN: cn=Dana Lepofsky, o=SFU, email=dleposky@sfu.ca, c=US Date: 2016.02.04 15:50:12 -0800	Date Feb 4 2016
Department Chair	Signature David Burley Digitally signed by David Burley DN: cn=David Burley, o=SFU, ou=Archaeology, email=burley@sfu.ca, c=CA Date: 2016.02.10 09:51:32 -0800	Date Feb 10 2016

LIBRARY REVIEW

Library review done? ☒ YES

Course form, outline, and reading list must be sent by FGSC to lib-courseassessment@sfu.ca for a review of library resources.

OVERLAP CHECK

Overlap check done? ☒ YES ☐ N/A

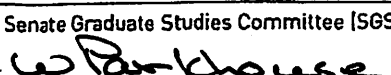
The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content. An overlap check is not required for some courses (ie. Special Topics, Capstone, etc.)

FACULTY APPROVAL

This 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 Studies Committee (FGSC) Sean Markey	Signature 	Date Feb 9 2016
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) 	Signature 	Date Feb 16 2016
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ADMINISTRATIVE SECTION (for DGS office only)

Course Attribute: _____
Course Attribute Value: _____
Instruction Mode: _____
Attendance Type: _____

If different from regular units:
Academic Progress Units: _____
Financial Aid Progress Units: _____