

Simon Fraser University
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MEMORANDUM

ATTENTION Senate
FROM Jeff Derksen,
Chair of Senate Graduate Studies
Committee (SGSC)
RE: Course Changes

DATE January 14, 2021



For information:

Acting under delegated authority at its meeting of January 5, 2021, SGSC approved the following curriculum items, effective **Fall 2021**:

Beedie School of Business

- 1) Course change (description, prerequisite): BUS 700

Faculty of Communication, Art, and Technology

- 2) Course change (title): DMED 502
- 3) Course changes (description): DMED 500, DMED 520, DMED 530
- 4) Course changes (description, prerequisite): DMED 521, DMED 522
- 5) Course changes (description, grading basis): DMED 531



Memo to SGSC

To: Senate Graduate Studies Committee
From: Carolyn Egri, Associate Dean Graduate Programs
Re: Calendar Changes
Date: December 1, 2020

The following curriculum revisions have been approved by the Beedie School of Business for the Part-Time Master of Business Administration program and are forwarded to the Senate Graduate Studies Committee for approval. This program should be effective for Fall 2021.

Please include them on the next SGSC agenda.

- ~~Calendar Entry Change for Master of Business Administration (subplan Part-time)~~
- Graduate Course Change Form: BUS 700

Thank you for your attention herein. Should you have any questions or concerns, please do not hesitate to contact me.

Dr. Carolyn Egri
Professor, Management and Organization Studies/Business and Society
Associate Dean, Graduate Programs, Beedie School of Business

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number BUS 700	Units 0	Effective Term and Year Fall 2021
Course Title Orientation		
Rationale for Change: Inclusive language for all SFU Beedie graduate programs.		

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	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description Intensive 1-day program for MBA, MOT MBA and MSc Fin students to meet each other and to develop both individual and group strategies for academic success. Through experiential learning and team-building activities students develop a deeper understanding of the skills and knowledge that contribute to an effective team-based learning environment. Students will also learn about their programs specific academic expectations as well as academic and administrative resources and support available for them at Simon Fraser University. Graded on a satisfactory/unsatisfactory basis.	Description Intensive program for SFU Beedie graduate students to meet each other and develop both individual and group strategies for academic success. Through experiential learning and team-building activities students develop a deeper understanding of the skills and knowledge that contribute to an effective team-based learning environment. Students will also learn about program-specific academic expectations, academic and administrative resources, and supports available at Simon Fraser University. Graded on a satisfactory/unsatisfactory basis.
Prerequisite Admission to the MBA, MOT MBA, or MSc Fin program.	Prerequisite N/A
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 Beedie School of Business	Contact name Casey Yorko	Contact email casey_yorko@sfu.ca
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DEPARTMENTAL APPROVAL

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Carolyn Egri	Signature 	Date 25 November 2020
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Jeff Derksen	Signature 	Date January 14, 2021
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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: _____



MEMORANDUM

ATTENTION:	Senate Graduate Studies Committee
FROM:	Philippe Pasquier, Chair, FCAT Graduate Studies Committee
RE:	MDM: Course Updates and Changes
DATE:	Nov 10, 2020

FCAT GSC has voted to approve the following course change proposals:

- DMED 500 Foundations of Digital Media (course description)
- DMED 502 Improvising Story and Character (title change)
- DMED 520 Projects I: Building Virtual Worlds (course description)
- DMED 521: Projects II (Course description and pre-requisite)
- DMED 522: Projects III (course description and pre-requisite)
- DMED 530: Internship (course description)
- DMED 531: Internship Continuation (course description)

Please add this to the SGSC agenda. Additionally, please find enclosed the respective supporting documents.

Sincerely,

Philippe Pasquier, Ph.D.
Associate Dean, Academic, FCAT Chair,
FCAT Graduate Studies Committee

cc Rachel Ralph, Graduate Program Chair, MDM

stw/PP

Attention: Philippe Pasquier, Associate Dean Academic, FCAT

From: Rachel Ralph, Graduate Program Chair, Masters of Digital Media

The following course proposal changes were approved at our school meeting Oct 29, 2020:

- DMED 500 Foundations of Digital Media (course description)
- DMED 502 Improvising Story and Character (title change)
- DMED 520 Projects I: Building Virtual Worlds (course description)
- DMED 521: Projects II (Course description and pre-requisite)
- DMED 522: Projects III (course description and pre-requisite)
- DMED 530: Internship (course description)
- DMED 531: Internship Continuation (course description)

and is now ready for review by FCAT and the Senate Graduate Studies Committee.

Please place these proposals on the agenda of the November 10, 2020 meeting of the Faculty of Communication, Art, and Technology's Graduate Studies Committee.



Rachel Ralph, *PhD* (she/her/hers)
Faculty (GSC Chair)

CDM | CENTRE FOR DIGITAL MEDIA
MASTER OF DIGITAL MEDIA PROGRAM
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Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number DMED 502	Units 3	Effective Term and Year Fall 2021
Course Title Improvising Story and Character		
Rationale for Change: The name as it is, is too specific to improvising stories and improvising characters. The course offers much more and is specific to adapting improvisational tools from a variety of different disciplines in order to improve collaboration.		

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	Course Subject/Number
Units	Units*
Course Title Improvising Story and Character	Course Title (max 100 characters) Improvisation for Collaboration
Course Short Title Improvising Story & Character	Course Short Title (max 30 characters) Improvisation & Collaboration
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 Master of Digital Media	Contact name Rachel Ralph	Contact email rralph@sfu.ca
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DEPARTMENTAL APPROVAL

Department Graduate Program Committee Rachel Ralph	Signature 	Date 3 November 2020
Department Chair Larry Bafia	Signature 	Date 3 November 2020

FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Philippe Pasquier	Signature 	Date Nov 13, 2020
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Jeff Derksen	Signature 	Date January 14, 2021
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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: _____

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number DMED 500	Units 3	Effective Term and Year Fall 2021
Course Title Foundations of Digital Media		
Rationale for Change: Reflect contemporary processes, including the broader digital media landscape and legal demands		

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	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description Business, technological, social and ethical issues and realizations of digital entertainment are introduced and framed. The emergence and ongoing development of the digital entertainment industry is discussed through an historical exploration and critical analysis of the economics, technical innovations, social demands and ethical constraints which define it. Outcomes are exploration and a critical perspective of digital entertainment, which will act as a common basis for all subsequent discussion and collaboration between students with artistic, technical or interdisciplinary backgrounds.	Description The emergence and ongoing development of the digital media landscape is discussed through an historical exploration and critical analysis of the business, technical innovations, social, ethical, and legal demands which define it. Outcomes are critical perspectives from explorations of digital media aspects, which will act as a common basis for all subsequent discussion and collaboration between students with artistic, technical or interdisciplinary backgrounds.
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 Master of Digital Media	Contact name Rachel Ralph	Contact email rralph@sfu.ca
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DEPARTMENTAL APPROVAL

Department Graduate Program Committee Rachel Ralph	Signature 	Date 3 November 2020
Department Chair Larry Bafia	Signature 	Date 3 November 2020

FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Philippe Pasquier	Signature 	Date Nov 13, 2020
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

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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: _____

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number DMED 520	Units 6	Effective Term and Year Fall 2021
Course Title Projects I: Building Virtual Worlds		
Rationale for Change: Updating the description so that it more clearly aligns with the objectives of the course (define and create solutions with value, understand and apply effective collaboration skills, apply project management concepts).		

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	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description Building Virtual Worlds is the first project course. Teams from different backgrounds and disciplines design and implement an artifact in a virtual environment. Student-lead projects have an explicit role in teaching project management and business aspects of team based creations. This hands-on immersion into a group problem solving environment is designed to break down student inhibitions and to foster rapid project planning and prototyping.	Description Building Virtual Worlds is the first project course. Teams of students from different backgrounds and disciplines design and implement a digital artifact. These projects have an explicit role in teaching human-centered iterative design, project management, team collaboration, and project execution skills. This hands-on immersion into a team-based problem solving environment is designed to break down student inhibitions and to foster rapid project planning and prototyping.
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

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Department Chair Larry Bafia	Signature 	Date 3 November 2020

FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Philippe Pasquier	Signature 	Date Nov 13, 2020
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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

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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: _____

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number DMED 530	Units 6	Effective Term and Year Fall 2021
Course Title Internship		
Rationale for Change: Reflect contemporary processes, such as pursuing work experience.		

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	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description Students will work full-time in the digital media or entertainment technology industry. This term gives students real-world experience in working to concrete deadlines with a motivated, often multidisciplinary, team. Students learn firsthand the importance of effective communication and cooperation to achieve specific goals and timelines. Graded on a satisfactory/unsatisfactory basis.	Description Students will practice what they have learned in the MDM program through the pursuit and/or completion of full-time work experience in the field of digital media. Students learn firsthand the importance of effective job search, interview, networking, communication, collaboration, time management and teamwork skills. Graded on a satisfactory/unsatisfactory basis.
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.

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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

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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: _____

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number DMED 521	Units 12	Effective Term and Year Fall 2021
Course Title Projects II		
Rationale for Change: Description: Reflect contemporary processes, including team-based iterative projects developing prototypes/proof of concepts Pre-req: This is building up another course (Projects I: Building Virtual Worlds) and is needed in order to progress to projects II		

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	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description Projects II, III and IV cohesively build on the Project I experience with projects of increasing technical, artistic and management sophistication. Projects II, III and IV are independent, semester length group studies based on working with an external client and/or collaborators. Teams of three to eight students work on a dedicated project(s) during that semester. In all four of the Projects courses, students learn, experience and execute the business aspects of team based projects from scoping to the creation of business plans, from on-going project management to final product delivery which is on time and on budget.	Description Projects II cohesively builds on the Project I experience with increasingly complex technical, artistic and management challenges. Projects II is an independent, term length team-based project working with an external client and/or collaborators. Students learn, experience, and execute iterative processes through team collaboration and prototype/proof of concept delivery.
Prerequisite None	Prerequisite DMED 520
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.

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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Jeff Derksen	Signature 	Date January 14, 2021
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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: _____

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number DMED 522	Units 12	Effective Term and Year Fall 2021
Course Title Projects III		
Rationale for Change: Description: Reflect course objectives (capstone course, and possible student-led pitches) contemporary processes, including team-based iterative projects developing prototypes/proof of concepts Pre-req: This is building up another course (Projects II)		

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	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description Projects II, III and IV cohesively build on the Project I experience with projects of increasing technical, artistic and management sophistication. Projects II, III and IV are independent, semester length group studies based on working with an external client and/or collaborators. Teams of three to eight students work on a dedicated project(s) during that semester. In all four of the Projects courses, students learn, experience and execute the business aspects of team based projects from scoping to the creation of business plans, from on-going project management to final product delivery which is on time and on budget.	Description As a capstone course, Projects III cohesively builds on the Project II experience with increasingly complex technical, artistic and management challenges. Projects III is an independent, term length team-based project working with an external client and/or collaborators. Projects may include student-led pitches. Students learn, experience, and execute iterative processes through team collaboration and prototype/proof of concept delivery at a high level of professionalism.
Prerequisite None	Prerequisite DMED 521
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

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SENATE GRADUATE STUDIES COMMITTEE APPROVAL

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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: _____

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number DMED 531	Units 6	Effective Term and Year Fall 2021
Course Title Internship Continuation		
Rationale for Change: Reflect contemporary processes, such as pursuing work experience.		

Proposed Changes (Check all that apply)

☐ Course number
 ☐ Units*
 ☐ Title
 ☒ Description
 ☐ Prerequisite
 ☒ Other grading basis

Complete only the fields to be changed

FROM	TO
Course Subject/Number	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description This course is a continuation of DMED 530. Students are required to work full-time in the digital media or entertainment technology industry. This term gives students real-world experience in working to concrete deadlines with a motivated, often multidisciplinary, team. Students learn firsthand the importance of effective communication and cooperation to achieve a specific goal and time-lines.	Description This course is a continuation of DMED 530. Students will practice what they have learned in the MDM program through the pursuit and/or completion of full-time work experience in the field of digital media. Students learn firsthand the importance of effective job search, interview, networking, communication, collaboration, time management and teamwork skills. Graded on a satisfactory/unsatisfactory basis.
Prerequisite	Prerequisite
Other Grading basis: IP/CO	Other Grading basis: S/U

* 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 Master of Digital Media	Contact name Rachel Ralph	Contact email rralph@sfu.ca
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DEPARTMENTAL APPROVAL

Department Graduate Program Committee Rachel Ralph	Signature 	Date 3 November 2020
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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: _____