



GRADUATE AND
POSTDOCTORAL STUDIES

Simon Fraser University
Maggie Benston Centre 1100
8888 University Drive
Burnaby, BC V5A1S6

TEL 778.782.3042
FAX 778.782.3080

gradstudies@sfu.ca
www.sfu.ca/grad

MEMORANDUM

ATTENTION Senate

DATE August 20, 2021

FROM Jeff Derksen,
Chair of Senate Graduate Studies
Committee (SGSC)

RE: Course Changes

A handwritten signature in black ink, appearing to be "J. Derksen", written over a horizontal line.

For information:

Acting under delegated authority at its meeting of July 6, 2021, SGSC approved the following curriculum items, effective **Summer 2022**:

Faculty of Arts and Social Sciences
Urban Studies Program

- 1) Course change (prerequisite): URB 696



FACULTY OF
ARTS AND SOCIAL SCIENCES

MEMO

Office of the Dean	ATTENTION: Jeff Derksen, Dean Graduate & Postdoctoral Studies
STREET ADDRESS Academic Quadrangle Room 6164	FROM : Sean Zwagerman, Chair Faculty of Arts and Social Sciences Graduate Studies Committee
MAILING ADDRESS 8888 University Drive Burnaby BC Canada V5A 1S6	RE: Items for SGSC DATE: June 9, 2021

778-782-4967 (Tel)

fassadgs@sfu.ca
www.sfu.ca/fass

Dear Jeff,

The following were approved by the Faculty of Arts and Social Sciences Graduate Studies committee at their meeting on June 8, 2021, and are forwarded to the Senate Graduate Studies Committee for approval. Please include them on the next SGSC agenda.

1. Urban Studies Program

- a) Course change:
URB 696 To be effective for Summer 2022

A handwritten signature in black ink, appearing to be "S. Zwagerman".

Sean Zwagerman
Associate Dean, Faculty of Arts and Social Sciences



URBAN STUDIES

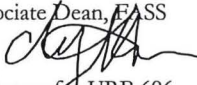
Suite 2100
515 W. Hastings St., Vancouver, BC
Canada V6B 5K3

TEL 778.782.7914

urban@sfu.ca

Meg Holden, Director
Meg_holden@sfu.ca
TEL 778.782.7888

MEMORANDUM

ATTENTION Sean Zwagerman, Associate Dean, FASS
FROM Meg Holden, URB 
RE: Proposed prerequisite change for URB 696

DATE May 21, 2021

PAGES 1 + attachment

This memo is provided as background for our proposed change to the grade prerequisite for URB 696. At its meeting on May 21st, the Urban Studies Steering Committee unanimously approved this change.

We are proposing to increase the minimum letter grade for URB 670 (Urban Research Methods), which is a multidisciplinary introduction to research methods that serves as prerequisite for URB 696 (Seminar in Urban Studies). Currently the prerequisite for URB 696 is listed as the completion of URB 670 with a minimum grade of B+. Our proposal is to change this to an A-.

Our practice, as noted in our student handbook, has been that students who receive a grade of B+ may register in URB 696 with permission of their supervisor. It is therefore more in keeping with our existing practice to note the minimum prerequisite for URB 696 to be A-, whereas registration in URB 696 with a grade of B+ in URB 670 is an exceptional request that requires consultation with the senior supervisor. We expect that increased attention from both students and supervisors to any needs for remediation of research plans will result from this change.

Please note that the other part of the prerequisite for URB 696 is completing 16 units of coursework. It is currently listed as 15 units, and this error is being corrected through the editorial process.

Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	URB 696	Units	4	Effective Term and Year	Summer 2022
Course Title	Seminar in Urban Studies				
Rationale for Change: The prerequisite for URB 696 should be half a grade higher for URB 670 (Urban Research Methods). This better reflects our long-standing practice that students who earn a B+ in URB 670 must obtain the approval of their senior supervisor, which may require completing remedial work to their supervisor's satisfaction, before enrolling in URB 696. Students who earn an A- or better in URB 670 may proceed directly to enrollment in URB 696.					

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
Course Short Title	Course Short Title
Course Description	Course Description
Prerequisite Prerequisite: 16 or more units of coursework completed, including URB 670 with a grade of B+ or higher	Prerequisite: 16 units of course work, including URB 670. If the grade received in URB 670 is lower than A-, supervisor permission is required. This may require completion of remedial work.
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 Urban Studies	Contact name Karen Sawatzky	Contact email urban@sfu.ca
--	--------------------------------	-------------------------------

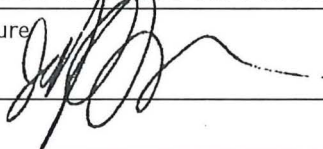
DEPARTMENTAL APPROVAL

Department Graduate Program Committee Meg Holden	Signature 	Date 21 May 2021
Department Chair Same as above	Signature	Date

FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Sean Zwagerman	Signature 	Date 9 June 2021
---	--	---------------------

SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Jeff Derksen	Signature 	Date AUG 26 2021
---	--	---------------------

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: _____