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**MEMORANDUM**

**ATTENTION** Senate

**DATE** December 12, 2024

**FROM** Mary O'Brien,  
Chair of Senate Graduate Studies  
Committee (SGSC)

**RE:** Course Changes



**For information:**

Acting under delegated authority at its meeting of December 10, 2024, SGSC approved the following course changes, effective **Fall 2025**:

**Faculty of Arts and Social Sciences**

Urban Studies Program

- 1) Course Change: (Units): URB 696
- 2) Course Change: (Units, Prerequisite): URB 697



## Memo

**Attention** Mary O'Brien, Vice-Provost and Dean, Graduate Studies

**From** Kate. Slaney, Associate Dean, Graduate and Postdoctoral Studies, FASS

**Subject** Items for SGSC Meeting

**Date** November 6, 2024

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Dear Mary,

On behalf of the FASS Graduate Studies Committee, by delegated authority, I am approving the following course and corresponding calendar changes.

### 1. Department of Urban Studies

Course Change: URB 696

Course Change: URB 697

~~Calendar Entry Change: change in credit, number of required graduate courses and total units~~

To be effective for Fall 2025.

Please kindly include them on the next SGSC meeting agenda. Thank you.

Sincerely,

Kathleen (Kate) Slaney  
Associate Dean, Graduate and Postdoctoral Studies,  
Faculty of Arts and Social Sciences  
Simon Fraser University

## Memo to FASS GSC

To: FASS Graduate Studies Committee

From: Urban Studies GSC

Re: Course Changes, URB 696 and 697, and Program Change Form for Master of Urban Studies

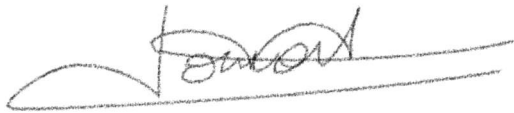
Date: October 29, 2024

The following program changes and course changes have been approved by the Urban Studies Program and are forwarded to the FASS Graduate Studies Committee for approval. These curriculum items should be effective for Fall 2025. Please include them on the next FASS GSC agenda.

### *Urban Studies Program:*

**Course changes: URB 696 and URB 697**

~~**Program changes to Master of Urban Studies**~~



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Urban Studies Graduate Studies Chair, Aude-Claire Fourot

# GRADUATE COURSE CHANGE

Attach a separate document if more space is required.

Course Subject/Number	URB 696	Units	4	Effective Term and Year	Fall 2025
Course Title Seminar in Urban Studies					
Rationale for Change (if more space is required, add a separate page):  To allow Urban Studies graduate students (on study permits) to maintain full-time status (minimum 6 unit requirement for full-time status).					

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 4	Units* 6
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description (course descriptions should be brief and should not 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. Max of 50 words)
Prerequisite	Prerequisite
Other	Other

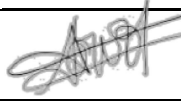

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**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 Urban Studies	Contact name Brian Chand	Contact email urban@sfu.ca
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### DEPARTMENTAL APPROVAL

Department Graduate Program Committee Aude-Claire Fourot	Signature 	Date 28 October 2024
Department Chair Karen Ferguson	Signature 	Date 28 October 2024

### FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Kate Slaney	Signature Kate Slaney 	Digitally signed by Kate Slaney Date: 2024.11.06 09:20:37 -08'00'	Date
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### SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Mary O'Brien	Signature 	Date December 12, 2024
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#### ADMINISTRATIVE SECTION (for Graduate Studies 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	URB 697	Units	4	Effective Term and Year	Fall 2025
Course Title    Research Project					
Rationale for Change (if more space is required, add a separate page):  To allow Urban Studies graduate students (on study permits) to maintain full-time status (minimum 6 unit requirement for full-time status).					

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    4	Units*    6
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description <small>(course descriptions should be brief and should not 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. Max of 50 words)</small>
Prerequisite URB 696 with a grade of A- or higher. Students who receive a B+ in URB 696 may enroll for URB 697 with permission of their senior supervisor.	Prerequisite URB 696 with a grade of A- or higher. Students who receive a B+ in URB 696 may enroll for URB 697 with permission of the Graduate Program Committee.
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 Brian Chand	Contact email urban@sfu.ca
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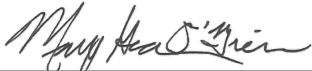
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Department Graduate Program Committee Aude-Claire Fourot	Signature 	Date 28 October 2024
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### FACULTY APPROVAL

Faculty Graduate Studies Committee (FGSC) Kate Slaney	Signature Kate Slaney	<div>Digitally signed by Kate Slaney Date: 2024.11.06 09:19:13 -08'00'</div>	Date
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### SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC) Mary O'Brien	Signature 	Date December 12, 2024
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Attendance Type: \_\_\_\_\_

If different from regular units:

Academic Progress Units: \_\_\_\_\_

Financial Aid Progress Units: \_\_\_\_\_