

**Minutes of a meeting of the Senate Graduate Studies Committee  
held on Monday, January 17, 2005 at 2:30 p.m. in Maggie Benston Centre 2212**

**Present:**

Jonathan Driver, Chair  
Valerie Ackroyd  
Wade Parkhouse  
Carolyne Smart  
Charmaine Dean  
Larry Dill  
Julia MacKenzie  
Vivian Blaker, Secretary

Trude Heift  
  
Mary Ann Gillies  
Tom O'Shea  
Peter Mustard  
  
Camilla Sears

**Guest:**

Tom Perry

**Absent:**

John Dickinson  
Judy Zaichkowsky  
Ruth Anne Keenan

Ken Kasa  
Allan MacKinnon

**1. Approval of agenda**

The agenda was approved as presented.  
(M. Gillies/T. O'Shea)

**Motion carried**

**2. Approval of minutes**

It was moved and seconded that the meeting minutes of December 6, 2004, be approved as presented.  
(W. Parkhouse/J. MacKenzie)

**Motion carried**

**3. Business arising from the minutes**

The Chair informed the committee that:

- a) A questionnaire on "piggy back" courses was developed and would be distributed to graduate program chairs;
- b) The cohort special arrangements in Health Sciences was approved by SCUP;
- c) Other curriculum changes (GS 2004.36.1, GS 2004.37) were submitted to Senate for information, and Mathematics changes (GS 2004.36.2) to SCUP for approval;
- d) The full program proposal in Applied Sciences: MA/MSc/PhD in Interactive Arts & Technology (GS 2004.38) was approved by Senate;
- e) The full program proposal in Arts & Social Sciences: Master's in Urban Studies (GS 2004.39) was approved by SCUP and forwarded to Senate for approval;
- f) The full program proposal in Business Administration: MBA in Global Assets & Wealth Management (GS 2004.40) was approved by SCUP and forwarded to Senate for approval. The chair was asked to check with Gwen Bird regarding the library issue.

- g) The proposed changes to SGSC membership (October meeting minutes) were approved by Senate in January (after consideration and approval by Senate Committee on Agenda and Rules), which made Valerie Ackroyd a voting member.

**4. Faculty of Education: Curriculum changes (GS 2005.01)**

A course change to EDUC 801-5, was proposed due to additional prerequisite. It was moved and seconded that the proposed curriculum changes be approved.

(T. O'Shea/M. Gillies)

**Motion carried**

**5. Faculty of Arts & Social Sciences: Curriculum changes (GS 2005.02)**

It was noted that these were new MPP special topics courses and there would be no increase in library costs. It was moved and seconded that the new course proposals to the Master of Public Policy program be approved.

(M. Gillies/C. Sears)

**Motion carried**

**6. Proposed cohort special arrangements: Arts & Social Sciences (GS 2005.03)**

**MA in International Leadership**

Dr. Tom Perry was invited to meet with the committee at 2:57 p.m. A revised version of the cohort program in International Leadership was presented with substantial changes ladderred to Capilano College diploma; Business courses taken out; graduate courses would be taught by SFU faculty. It would attract mid-career persons, e.g., NGO/governments/organizations.

It was noted that S/U grading for internship courses MIL 807 and 808 should be added, as for MIL 806. Fee structure was discussed; supervision on project development and review process for internship were discussed.

It was moved and seconded that the proposed cohort special arrangements program be approved and forwarded to SCUP.

(M. Gillies/C. Smart)

**Motion carried**

**7. Cohort special arrangements – for discussion (GS 2005.04)**

The chair described how the cohort option for master's degree under special arrangements had been used to "fast-track" new graduate program, versus its original intent to develop interdisciplinary programs, referring to the Senate documents of 1997 (S.97-68). The chair was concerned that SGSC was put under time pressure and unable to scrutinize or review externally. Members felt that this process served its purpose as a "testing out" which added value to the development of a full program proposal. Others felt that a different procedure could be implemented in order to avoid the "rush" and "pressure". It was noted that this program proposal option bypassed the provincial program approval process, but the chair was required to report to the ministry annually.

In summary, the committee supported the cohort special arrangements programs, but felt that caution and thought should be used to evaluate proposals properly, balancing desire and

opportunity. The committee would rewrite and submit guidelines to Senate for consideration and approval.

8. **“Laddering” credentials – for discussion (GS 2005.05)**

The chair brought up the issue of handling admission to master’s programs from students with graduate diplomas from SFU, with suggestions of implementing a policy for processing these applications. Admission threshold and quality issues were discussed. This would have no impact on Business or Education. Procedures for transfer from master’s to Ph.D. and vice versa were discussed.

9. **TOEFL (GS 2005.06)**

Valerie Ackroyd reported a new TOEFL test, effective in September, 2005, consisted of an interactive component, reading, writing, comprehension and listening, and composition of answer. The new test would impact on admission or enrollment of September, 2006. It was suggested that graduate studies coordinate with undergraduate admissions, to avoid overlap. The chair agreed that a subcommittee could be formed, to define new TOEFL standard, and its membership consist of non-SGSC members.

10. **New business**

Trude Heift reported that the final versions, with some customized versions for individual programs, of on-line application for admission would be targeted for testing in the summer and use in the fall of 2005, for 2006 admissions.

Meeting was adjourned at 4:03 p.m. The next meeting will be held on February 14, 2005.