

**Minutes of a meeting of the Senate Graduate Studies Committee
held on Monday, January 16, 2006 at 2:30 p.m. in Maggie Benston Centre 2212**

Present:

Jonathan Driver, Chair

Trude Heift

Gwen Bird

Mary Ann Gillies

Richard Lockhart

Ken Kasa

Allan MacKinnon

Larry Dill

David Newman

Valerie Ackroyd

Wade Parkhouse

Carolyne Smart

Ted Milner

Chris Veld

Michel Joffres

Michael Caulkins

Vivian Blaker, Secretary

Regrets:

Tom O'Shea

Mona Vajihollahi

Peter Mustard

Ariel Hornstein

1. Approval of agenda

The agenda was approved.

(R. Lockhart / M. Joffres)

Motion carried

2. Approval of minutes

The minutes of December 12th 2005 were approved.

(R. Lockhart / W. Parkhouse)

Motion carried

3. Business arising from the minutes

3.1. Rolling conferral of degrees (GS2005.40, GS2006.01)

The director of Graduate Admission and Records proposed that SGSC submit graduate degree conferrals to Senate at the beginning of each month. This would be a choice that students can apply for, and not mandatory.

The current policy is that degree conferrals are submitted to Senate at the beginning of each semester. The recommended new procedure would affect the student transcripts – with a time of degree completion, which address some student needs, such as career advancement and scholarship entitlement.

Issues of faculty-level approvals, student's option of delaying convocation, implications on student visas, teaching appointment contracts and student loans were discussed. The impact on thesis submission to the library was discussed – clearing format and copyright issues. It was noted that tuition fee refund was based on library submission dates.

It was moved to approve in principle the policy and procedure of rolling conferral of degrees, provided that logistics can be resolved, and forward to Senate for approval.

(W. Parkhouse / M.A. Gillies)

Motion carried

4. **Graduate general regulations: Calendar changes (GS2006.02)**

4.1. **GGR 1.2 – Senate Graduate Studies Committee**
editorial change in the 2nd paragraph from
“assistant director, graduate studies ...” to
“director, graduate admissions, records and registration ...”
due to change of title

4.2. **GGR 1.8.2 – Review of unsatisfactory progress**
editorial changes throughout the 2nd paragraph from
“assistant director, graduate studies ...” to
“director, graduate admissions, records and registration ...”
due to change of title

It was moved to approve the above changes and forward to Senate for information.
(R. Lockhart / A. MacKinnon) **Motion carried**

4.3. **GGR 1.8.2 – Review of unsatisfactory progress**
addition of “c) require the supervisory committee to improve its supervisory
practices”

This item was deferred until the faculty graduate chairs have consulted the
departments.

4.4. **GGR 1.3.12 – English language competence**
SGSC approved the minimum scores for the new TOEFL internet based test
[GS2005.29], which should be reflected in the following change:
“The minimum university requirements for test scores is TOEFL 88 with a minimum
of 20 in each category (internet based exam), or TOEFL 570 and TWE 5 (paper
based), or TOEFL 230 (computer based), and IELTS overall band score of 7.0 ...”

4.5. **GGR 1.5.1 – Normal grading system**
addition of the following notations to the list of grades:
“IP = 0 points
CO = 0 points”

to describe progress in the thesis, which are not used in calculation of GPA

4.6. **GGR 1.5.1 – Normal grading system**
addition to the 4th paragraph “When a student is working on a thesis ...”
“When a thesis, extended essay or project is completed, the notation CO shall be
entered on the transcript. CO is not a grade and is not used in calculating the
student’s CGPA.”

It was moved to approve the above changes and forward to Senate for information.
(R. Lockhart / A. MacKinnon) **Motion carried**

4.7. **GGR 1.5.1 – Normal grading system**
addition of the following paragraph after the list of grades:
“The CGPA is the cumulative average of the grade points earned in the Simon Fraser
University graduate courses taken towards a master’s or doctoral degree.”
It appeared that this paragraph was unintentionally dropped from the calendar after
2002/03. This implicit statement would dispel the notion of “grade shopping” –
counting 400-level courses taken while in graduate program in the CGPA calculation.

It was noted that courses taken under the Western Deans' Agreement [WDA] were not calculated in the CGPA.

This item was deferred until the chair had an opportunity to review the original documents previously submitted for GGR changes, and until the faculty graduate chairs have consulted the departments.

5. Faculty of Education: Field programs – curriculum changes

5.1. EDUC 867-5:

minor course change (GS2006.03)

Removal of "Prerequisite: EDUC 864"

The new stream of M.Ed. in Educational Practice which was approved last year included in principle removal of prerequisite for EDUC 867-5 Qualitative Methods of Educational Research.

It was moved to approve removal of the prerequisite for EDUC 867, and forward to Senate for information.

(A. MacKinnon / R. Lockhart)

Motion carried

**5.2. Graduate Diploma in Advanced Professional Studies in Education:
calendar changes (GS 2006.04)**

Change from:

"With the director of field programs approval, up to eight credit hours of other acceptable course work may be used to complete the requirements of the diploma."
to:

"Coursework from other programs or universities may not be transferred into the Graduate Diploma in Advanced Professional Studies in Education."

Course credit transfers were to facilitate transition from post-baccalaureate to graduate diploma program, and are not needed after the approval of the new stream of M.Ed. in Educational Practice.

It was moved to approve the calendar changes, and forward to Senate for information.

(A. MacKinnon / M. Caulkins)

Motion carried

6. New business

The chair informed the committee that documentation of a student's appeal under unsatisfactory progress review has been received and sent to the department. Upon receipt of the department's comment, a subcommittee meeting would be scheduled to hear the appeal.

Meeting was adjourned at 3:25 p.m.