

**Minutes of a meeting of the Senate Graduate Studies Committee  
held on Monday, December 10, 2007 at 2:30 p.m. in Maggie Benston Centre 2212**

**Present:**

George Agnes, Chair  
Megan Crouch for Gwen Bird  
Mary Ann Gillies  
Michel Joffres  
Colleen Collins-Dodd  
Bhuvinder Vaid  
Clea Moray

Barry Williamson  
Wade Parkhouse  
Tom O'Shea  
Rachel Fouladi  
Allan MacKinnon  
Michael Letourneau  
Vivian Blaker, Secretary

**Regrets:**

Jonathan Driver  
Andrew Calvert

Ed Bukszar  
Fred Popowich

**Guests:**

Robert Gordon  
Kevin Harding, Student (Observer)

David MacAlister

**1. Approval of agenda**

The agenda was approved as presented.  
(M. Letourneau / R. Fouladi)

**Motion carried**

**2. Approval of minutes**

The meeting minutes of November 19<sup>th</sup> 2007 were approved as presented.  
(B. Vaid / W. Parkhouse)

**Motion carried**

**3. Business arising from the minutes**

Item 9 – Master of Financial Risk Management – Megan Crouch informed the committee that Business Administration and the Library met and reached an agreement, therefore the resource issue had been resolved.

Item 8 – M.A. program in Archaeological Resource Management – Mary Ann Gillies informed the committee that Archaeology withdrew its Notice of Intent for a new program proposal, and would be submitting a proposal for a new stream of the M.A. program in the future.

**4. Chair's report**

Nil

**5. Revised SGSC forms: minor change, new course proposal [GS2007.45]**

The director of graduate admissions, records & registration proposed changes to the Graduate Course Minor Change Form and the New Graduate Course Proposal Form, to address components needed for the student information system.

Committee members expressed concern about difficulties that faculty may have in completing the unfamiliar and technical fields, and suggested that a section “to be completed by graduate program chairs only” be added.

**6. Faculty of Science: Curriculum changes [GS2007.46]**

**6.1. Mathematics – new course proposals**

MATH 748-3 Network flows

MATH 796-3 Selected topics in mathematics

**6.2. Mathematics – calendar changes**

Revised program descriptions were proposed to cross-list the 400-level courses with the new 700-level graduate courses.

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

(W. Parkhouse / B. Vaid)

**Motion carried**

**7. Faculty of Arts & Social Sciences: New program proposal [GS2007.47]  
M.A. in Applied Legal Studies**

At 2:55 p.m., David MacAlister, LL.M., and Dr. Robert Gordon were invited to present the new program proposal, Master of Arts in Applied Legal Studies (Notaries Public).

A letter from the student representatives was distributed via e-mail prior to the meeting, raising issues concerning the proposed new program; the guests were not prepared to respond fully.

The guests gave a history of the development from the education program for notaries public in the School of Business at the University of British Columbia to the proposed expanded program to be housed at SFU Surrey campus. Issues were discussed at length: Coursework delivery, capstone, ethics component, electives, flexibility; graduate supervision; fee structure; name of the program, and requirements for external review.

The committee mentioned other master's programs at SFU for comparison, e.g., Urban Studies, Public Policy, Publishing, Psychology, and English. Members suggested that changes to the program proposal be submitted: revise ALS 630 and 620, new capstone course(s), tenure-track faculty for teaching, statements regarding

steering committee/graduate program committee, and possibility to add courses or potential expansion.

It was moved and seconded to recommend addition of capstone requirement, and to reconsider the program proposal at the next meeting.

(M.A. Gillies / R. Fouladi)

**Motion carried**

**7. New business**

Tom O'Shea announced that he was retiring for the second time, and expressed his pleasure working with SGSC for nine or ten years.

The meeting was adjourned at 4:37 p.m.