

**Minutes of a meeting of the Senate Graduate Studies Committee  
held on Monday, September 14, 2009 at 2:30 p.m. in Maggie Benston Centre 2212**

Present:

Wade Parkhouse, Chair	Tom Calvert
George Agnes	Heesoon Bai
Mary Ann Pope, Acting Director, Records	
Gwen Bird	Graham Lyons
Fred Popowich	Josh Newman
Paul Budra	
Ed Bukszar	Sheilagh MacDonald, Secretary

Regrets:

Wolfgang Haider  
Michel Joffres  
Derek Bingham  
Duncan Wlodarczak

1. **Approval of agenda** – The following changes were made: 7.No Discussion to Approve or Not Approve. 9. Other Business. 10. Added.
2. **Approval of minutes of August 10, 2009** – Carried.
3. **Business arising from the minutes:**  
Senate and SCUP documents have been processed for the last meeting.
4. **Faculty of Education – Graduate Certificate in Educational Leadership [GS2009.24]**  
Dan Laitsch presented the proposal. The Ministry of Education currently has a leadership shortage in the K-12; the Faculty of Education’s intent is to provide a service program that would fill this need. While the SGSC was supportive in principle; the current proposal does not fit the parameters of a certificate at SFU. **Motion:** Move not to recommend to SCUP approval of the certificate as currently proposed. (E. Bukszar/F.Popowich) **Motion carried with one abstention.** The Chair will notify Dr. Laitsch.
5. **Chair’s Report:**
  - Welcome to Gwen Bird and Mary Ann Pope -The Chair welcomed Gwen Bird back as the Library representative on SGSC and welcomed Mary Ann Pope who is the Acting Director, Graduate Records while B. Williamson is on leave.
  - Growth of graduate studies at SFU – the Chair noted that SFU is now the eighth largest graduate student body in Canada with over 4300 FTEs. The Chair went on describe the growth in MA and PhD programs and the success SFU students have had with major awards including SSHRCs and NSERCs. E. Bukzsar (BUS) added that SFU now has the largest graduate business school in Western Canada.

- Exceptional students – 15% of all theses defended in the last 8 months were deemed “exceptional” by externals. The Office of the Dean of Graduate Studies now tracks these cases in order to assist with nominations for national theses awards
- Graduate Supervision – Reminder that changes to the Graduate General Regulations (GGR) approved by Senate means any faculty member who has a long-term contract with SFU can supervise Masters students whose capstone is anything other than a thesis.. This applies to Associate Members; however Adjuncts can only be co-supervisors.
- Examining committee for a Masters student – new GGR changes mean academic units now determine the best way to examine masters’ capstones (extended essays, field or comprehensive examinations); with the approval of the Dean of Graduate Studies on behalf of SGSC.
- Curriculum Management System (Curricunet)–a new software program will soon be in place that will track all new courses, proposals and changes to be in place in the new year.
- Major entrance award deadline to DGS is February 15, 2010; decisions will go out to departments in March.
- Dean of Graduate Studies Convocation medals– faculties will now be assigned one medal for every 400 graduate students. In 2010, the net effect will be that SFU will award 14 medals (including two Governor General Medals) as opposed to 10.
- Provost’s Prize of Distinction– Tri Council (SSHRC, NSERC and CIHR) will automatically be topped up in an effort to retain SFU recipients. **[GS2009.11]**
- Provost’s International Fellowship awards –will serve as a means of recruiting excellent international scholars who are supported by their country for study abroad. **[GS2009.11]**
- Graduate email lists are currently not efficient. The Dean will begin the process of moving towards generic departmental email accounts for the graduate program chairs and secretaries.
- Annual progress reports – the response to a call for statistics on annual reports was about 50%. The Dean’s office will move towards better reporting systems in future.
- Articulation of Masters and Doctoral Degrees and Proficiencies of Graduates **[GS2009.16]**

Associate Dean, G. Agnes, noted the need for common calendar wording for all capstone programs and asked for feedback from SGSC members. The Chair indicated that it was imperative that departments articulate capstone requirements for theses and projects and communicate them to prospective and current students through websites and student handbooks. The Chair will discuss this matter further with Faculty Associate Deans.

**6. For Information only: Minor curriculum changes**

**[GS2009.25 to 2009.27]**

The following minor calendar changes were approved by the Dean of Graduate Studies under delegated authority and will be forwarded to Senate for information:

**6.1 Faculty of Business Administration**

**[GS2009.25]**

Calendar revision: BUS 812-3 –Tax and Estate Planning (change of credit hours)

6.2 Faculty of Communication, Art and Technology

Publishing

[GS2009.26]

a)Calendar revision: Change to general description of the Masters of Publishing program

b)Calendar revision: Changes to course description and or titles for PUB

601,602,605,606,607,800,801 and 802

6.3 Faculty of Applied Science

Computing Science

[GS2009.27]

Calendar Revision: CMPT: 891 Advanced Seminar (removal from requirements and removal of course from curriculum)]

7. **Approve or Not Approve:**

7.1 Faculty of Science

Chemistry

[GS2009.28]

Calendar Revision: Change of admission Requirements from GPA 3.0 to 3.33

SGSC noted that there were a number of changes required to the calendar language. This item was tabled. The Chair will notify the department of the issues.

8. **DGS Three-Year planning discussion:** The Chair noted that it is vital that SGSC be aware of graduate planning at the departmental level in order to form a clearer vision for the future. The Chair will ask the faculty deans for permission to request this information from all the departments under their jurisdiction.

9. **Other Business – course approval deferred from the July 13, 2009 meeting:** 9.1

Faculty of Health Science

[GS2009.19]

HSCI 865-1, 866-3, 868, 889 and BISC 867-3 (new courses)

- Graduate Student Educational Experience (GSEE) – the Chair will undertake an analysis of the graduate student experience at SFU with a working group of SGSC faculty and graduate student volunteers; representatives from the Library who work with theses and with the learning commons and faculty member involved in grant-writing workshops.
- Grant writing workshops-the Associate Dean asked for contact information for outstanding grant holders at the graduate student and faculty levels who could act as internal experts/panel members.

10. Next scheduled meeting October 19, 2009 (*material deadline – October 5, 2009*)

Meeting was adjourned at 4:30 p.m.