

Minutes of a meeting of the Senate Graduate Studies Committee (SGSC)
held on Monday, October 7, 2013 at 2:30 p.m. in AQ 6106

Present:

Wade Parkhouse, Chair

Ehsan Jozaghi

Mary-Ellen Kelm

Yasmine Norouzi

Peter Liljedahl

Alexey Baybuz, GSS

Mary Ann Pope, Director, Records

Sheilagh MacDonald, Secretary

Nicole White

Rob Cameron

Regrets:

Jane Pulkingham

Mark Wexler

Philippe Pasquier

Phil Winne

Sean Markey

Craig Janes

J. Guttman for Peter Ruben

1. Approval of agenda-approved
2. Review of the minutes of the meeting of September 9, 2013- minor edits:

Other Business Section

- Approval page – the form is now uploaded digitally. The submission is in digital form.
- Approval of Examining Committee for PhD student – all supervisory committee members must sign indicating that the thesis is ready for defence

Move to Approve

unanimous

approved

P. Winne/M. Wexler

3. Business arising from the minutes – SGSC items from September have gone to Senate with the exception of the Graduate Diploma in Financial Engineering. BUS/STATS will get back with calendar entries.
4. Chair's Report-none this time.
5. For Discussion:

5.1 Electronic Progress Report presentation- Confidential – Not for Distribution

The program is built within SIMS and is self-populated with safeguards and feedback loops built into the system. DGS produces the shell; the student is informed to input information forwarded to the

senior supervisor for assessment. Senior supervisor completes and sends to the graduate chair. The Graduate Program Chair, or designate, reviews and sends the report to DGS.

Assessments: Unsatisfactory, (seniors are reluctant to assign this because it can trigger requirement to withdraw or can cause the student to be excluded from awards); satisfactory with concerns, satisfactory, very good.

Accomplishments: Once a year VPA can data mine this for reports. Departments can use the reports for external reviews and for recommendations. Students can use this for cvs.

3 progress reports –
annual

interim- 6 month review after a student is assessed “satisfactory with concerns”

final- exit survey when leaving SFU.

Students without senior supervisors- those students without a senior supervisor will not be penalized. The graduate program chair will complete the report.

Access to the system – SGSC will decide who will access. Ex. senior supervisor or supervisory committee

Access for committee members who are external to SFU- system will provide computer ids for externals who are not adjuncts. Lite computing accounts are free. SGSC will decide re permissions.

Customization- additional program requirements can be included.

Supervision- student identifies how often they meet with their committee.

Plans for Program Completion-helps students develop timelines.

Supervisor evaluation – all are rated.

Student feedback-students have the ability to state whether or not they agree with the supervisor’s assessment.

SFU Financial support- can be pulled in from SIMS.
Suggestion: include a statement this is legally binding

External Financial Support - Students can complete this section.

To do: This is the start of the consultation process and this material is not for distribution
SGSC members are to send feedback to the Dean.

5.2 April 8, 2013 Special SGSC Meeting follow up

Items of concern that were identified at the April 2013 Special SGSC meeting:

Maxium Time for a Degree:

PhD: Target: move towards a 4 year PhD with extensions beyond this.

MA transfer to PhD – Target: require 5 years before automatic extensions.

Part time studies - disappeared in 2003 because it was thought to make degrees longer and to wreak havoc on course offerings. Now there is a need for part-time studies to allow for flexibility. There is also a need to discuss eligibility for awards and for on-leave. Fees anticipated to be 65% of full-time.

WIL/Internships - Need another category of registration and the ability to define the number of courses and units that are appropriate.

3 years to return to defend –extension of 1 semester to complete. In rare cases might be able to accommodate students who are away longer. Could implement a policy – suggestion: student might have to re-do 50% course work/and or re-do comprehensives.

On leave –Consensus is that OL should only be for extenuating circumstances – what constitutes extenuating is open to interpretation. Maybe go for “not registered” category. Currently, a student who does not register is “deemed to have withdrawn”. It is cheaper to apply for re-admission than go “on leave”

Residence requirements for MA (GGR 1.7.2) – problem lies with the variation in credit courses and whether or not there must be a capstone. SGSC members are asked to get back to the Dean with feedback re possible standardization.

Proposed Timeline: SGSC discussed the consultation process

5.3 Graduate General Regulations (GGR) discussion

To do: Dean will draft GGR changes related to items identified above for next meeting.

6. Other Business:

Professional Skills-Yasmine Norouzi, SGSC student representative wanted to encourage more teaching and mentoring opportunities. SGSC members suggested a professional development function that would serve as a means of social networking.

7. Next scheduled meeting **2 December 2013** (*Material deadline is November 14, 2013*)