

Meeting minutes of the Senate Graduate Studies Committee (SGSC) held on September 10, 2019 in the Thesis Defence Room, SFU Library

**Present:**

Jeff Derksen (Chair)  
Zoë Druick (Associate Dean)  
George Agnes (Associate Dean)  
Nicole White (Library)  
Krista Gerlich-Fitzgerald (Associate Director)  
Daria Babeshko (Curriculum)  
Kathleen Vieira-Ribeiro (Secretary)

**Faculty Chair:**

Sean Zwagerman (FASS)  
Andrew Gemino (BUS)  
Lucy Le Mare (EDUC)  
Philippe Pasquier (FCAT)  
Dongya Yang (FENV)  
Duncan Saunders (designate for FHS)  
Michael Silverman (SCI)

**Regrets:**

Parvaneh Saeedi (FAS)  
Lucian Rinke-Hardekopf (GSS representative)

1. Approval of agenda

**Approved**

2. Review of the SGSC minutes of July 9, 2019

Committee members requested listing SGSC chair as present even though he left the meeting before the voting. It was agreed that the chair should be recorded as being present.

**Approved subject to revisions**

3. Business arising from the minutes

**3.1 GGR 1.4.2 Enrollment**

GPS reviewed graduate policies at other institutions and reported its findings at the meeting. Steps of approval for students wishing to take course work outside their program requirements are consistent with other institutions in Canada and therefore, should not be changed. No other institution lists their policy on the appeal process if a student is denied taking courses outside their program.

**3.2 GGR 1.4.5 Leave of Absence**

GPS reviewed policies at other institutions and agreed to add “From time to time” to the first sentence to soften the language and to remove perceived stigma around leaves of absence.

4. Chair’s Report

The Chair thanked outgoing Associate Deans S. Poyntz, T. Beischlag, and W. Cassidy, and welcomed new associate deans Philippe Pasquier, Lucy Le Mare and Frank Lee.

The Chair reported that attendance has been increasing at graduate student orientations every academic year and there is a palpable positive feel. Many new graduates are Tri-Agency and major external award recipients.

5. For Approval

**5.1 Faculty of Communications, Art and Technology**

School for the Contemporary Arts

5.1.1 Program change (calendar revision): Master of Fine Arts MFA

Moved by P. Pasquier; seconded by S. Zwagerman

**Approved**

**5.2 Faculty of Environment**

School of Resource and Environmental Management

5.2.1 New course: REM 627 Avalanche Risk Management

A committee member requested to confirm if the permission of the instructor is mandatory for this course, requested to reframe the first two sentences in the course outline more positively, and to remove lab from the course component since the course does not include any field training.

Moved by D. Yang; seconded by L. Le Mare

**Approved subject to revisions**

With G. Agnes abstaining

**5.3 Faculty of Health Sciences**

5.3.1 Program change (calendar revision): Master of Public Health MPH

5.3.2 Course change (units): HSCI 801

5.3.3 Course change (units): HSCI 802

5.3.4 Course change (units): HSCI 803

Moved by D. Saunders; seconded by L. Le Mare

**Approved**

5.3.5 Course change (description): HSCI 880

Moved by D. Saunders; seconded by M. Silverman

**Approved**

**5.4 Graduate General Regulations**

5.4.1 Revisions: GGR 1.6.1 General

A committee member commented that the policy was clear for research programs but not for professional programs and wanted to ensure that it would be inclusive to all students. It was suggested to change “when appropriate” to “if appropriate”.

Moved by G. Agnes; seconded by D. Yang

**Approved subject to revisions**

5.4.2 Revisions: GGR 1.8 Progress, Withdrawal and Leave  
GGR 1.8.4 Leave of Absence

Moved by Z. Druick; seconded by L. Le Mare

**Approved**

5.4.3 Revisions: GGR 1.9 Preparation for Examinations

GGR 1.9.1 Examining Committee for a Master's Degree Candidate

GGR 1.9.2 Preparation for Examination of Master's Thesis

GGR 1.9.3 Examining Committee for Doctoral Thesis

GGR 1.9.4 The Role of the External Examiner

SGSC decided to shorten the sentence stating that the external examiner should be free from conflict of interest since the policy on conflict of interest is in the policy gazette. The current language in the GGR should address both the student and their supervisor.

GGR 1.9.5 Preparation for Examination of Doctoral Thesis

GGR 1.9.6 Notification of Doctoral Thesis Examination

Moved by Z. Druick; seconded by M. Silverman

**Approved subject to revisions**

5.4.4 Revisions: GGR 1.7 Program Requirements

GGR 1.7.1 Minimum Program Requirements for the Graduate Certificate and Diploma

GGR 1.7.2 Minimum Program Requirements for the Master's Degree

Moved by K. Gerlich-Fitzgerald; seconded by M. Silverman

**Approved**

5.4.5 Revisions: GGR 1.7.3 Minimum Program Requirements for the Doctoral Degree

SGSC discussed the definition and scope of a doctoral thesis, which forms it can take, and whether the definition should be more open and descriptive. It was agreed to continue the discussion at the next meeting.

**Tabled**

5.4.6 Revisions: GGR 1.7.4 Minimum Program Requirements for the Cotutelle Degree

GGR 1.7.5 Minimum Program Requirements for the Joint Degree

GGR 1.7.6 Minimum Program Requirements for the Dual Degree

Moved by K. Gerlich-Fitzgerald; seconded by L. Le Mare

**Approved**

5.4.7 Revisions: GGR 1.7.7a Transfer Credit

GGR 1.7.7b Advance Credit

**Tabled**

6. For Discussion

**6.1** GGR 1.8.2 Review of Unsatisfactory Progress

**Tabled**

**6.2** GGR 1.10.3 Recommendation for the Award of the Degree

**Tabled**

**6.3** Embargoes of theses

**Tabled**

7. For Information

**7.1 Faculty of Applied Sciences**

School of Computing Science

7.1.1 Program change (title): Master of Science in Professional Computer Science

8. The date for the next SGSC meeting is scheduled for October 8, 2019 (*SGSC submission deadline is September 19, 2019 at noon*)