

Meeting minutes of the Senate Graduate Studies Committee (SGSC) held on June 8, 2020 remotely via Zoom.

Present:

Jeff Derksen (Chair)
George Agnes (Associate Dean)
Krista Gerlich-Fitzgerald (Associate Director)
Nicole White (Library)
Rahil Adeli (GSS representative)
Michelle Grahame (Curriculum)
Janelle Kropp (Secretary)

Faculty Chair:

Parvaneh Saeedi (FAS)
Sean Zwagerman (FASS)
Andrew Gemino (BUS)
Philippe Pasquier (FCAT)
Lucy Le Mare (EDUC)
Dongya Yang (FENV)
Frank Lee (designate for FHS)
Michael Silverman (SCI)

Regrets:

Daniel Lam (Graduate Student)
Kris Nordgren (Graduate Student)

1. Approval of agenda **Approved**
2. Review of the SGSC minutes of May 12, 2020 **Approved**
3. Business arising from the minutes

At the May SGSC meeting the committee agreed to add language to the memo for the NOI in Smart Manufacturing and Systems clarifying the recent proposal from Mechatronics had been withdrawn and there would be no conflict of resources in developing a new program. Following the meeting, it was decided not to add this language to the memo, but to address the senators and answer any questions when the proposal was reviewed.

4. Chair's Report

The Chair informed the committee of two new graduate student members joining SGSC, Daniel Lam and Kris Nordgren. The graduate student seats were vacant over the past year.

The Chair reported that information for courses offering in person instruction during Fall 2020 would be available soon, and requests should be directed to the Associate Vice-President, Academic.

P.Saeedi joined the meeting.

5. For Approval

5.1 Beedie School of Business

- 5.1.1 Full Program Proposal: Indigenous Business Leadership Executive Master of Business Administration
Calendar Entry: Indigenous Business Leadership Executive Master of Business Administration

New Courses: BUS 608 Indigenous Business Leadership and Organization
BUS 614 Entrepreneurship and Innovation in Indigenous Communities
BUS 622 Fundamentals of Project Management in Indigenous Organizations
BUS 626 Financial and Managerial Accounting for Indigenous Leaders
BUS 630 Data and Decision Making for Indigenous Businesses
BUS 657 Marketing Strategies for Indigenous Leadership
BUS 665 Indigenous Policy and Governance
BUS 668 Financial Management for Indigenous Leadership
BUS 672 Special Topics
BUS 679 Business Strategy for Indigenous Leaders
BUS 683 Negotiations for Indigenous Leaders
BUS 687 Applied Project Preparation
BUS 692 Indigenous Sustainability
BUS 697 Applied Project

SGSC discussed that the letters of support could be updated to ensure the focus is on the new program.

Moved by A.Gemino; seconded by K.Gerlich-Fitzgerald **Approved**

5.1.2 Full Program Proposal: Graduate Diploma in Business Administration in Indigenous Business Leadership
Calendar Entry: Graduate Diploma in Business Administration in Indigenous Business Leadership

Moved by A.Gemino; seconded by P.Saeedi **Approved**

5.1.3 Full Program Proposal: Certificate in Business Administration in Indigenous Business Leadership
Calendar Entry: Certificate in Business Administration in Indigenous Business Leadership

Moved by A.Gemino; seconded by L.Le Mare **Approved**

5.2 Graduate General Regulations

5.2.1 Deletion: GGR 1.3.15 Cohort Special Arrangements

The committee was previously informed of the discontinuation of the Cohort Special Arrangement program (CSAR) at SFU. The Ministry requests all new programs go through the full program proposal approval process. The removal of the GGR ensures policy is aligned with the request from the Ministry.

Several committee members expressed concerns about the impact of discontinuing CSAR and whether there are options to test run programs before developing a full proposal. It was

explained there are ways to work within existing programs to test curriculum without making significant changes that require Ministry approval.

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

Approved

With A.Gemino, S.Zwagerman,
P.Saeedi and P.Pasquier abstaining

5.3 Faculty of Applied Science

School of Computing Science

5.3.1 Program change: Professional Computer Science MSc

5.3.2 New Course: CMPT 863 Advanced Topics in Human-Computer Interaction

5.3.3 Course change (title, description, prerequisite): CMPT 756

5.3.4 Course change (description, prerequisite): CMPT 767

Moved by P.Saeedi; seconded by S.Zwagerman

Approved

L.Le Mare left the meeting.

6. For Discussion

SGSC discussed how TA positions are being affected by international travel restrictions due to the global pandemic. Payment for TA work and other funding can be applied to student accounts to cover tuition and fees, but funds cannot be deposited into international bank accounts due to legal restrictions. Future guidance from the federal government may help manage these challenges and support international students.

Further discussion took place regarding the other challenges faced by international students during COVID-19. Concerns were raised on students obtaining study permits, future travel options and quarantine guidelines. The committee was reminded that International Services for Students (ISS) has registered Canadian Immigration Consultants and can provide the most up to date and accurate information to assist international students. GPS is also looking at different ways to work with ISS to support graduate international students.

A committee member asked if there would be additional support provided to faculty and students to improve the online learning experience. The committee was informed the Center for Educational Excellence has put together extensive resources for faculty, staff and students addressing remote learning. Supervisors can also consult with J. Derksen and G. Agnes for guidance on supervising remotely.

A committee member asked about admissions deposits for Fall. The committee was informed departments have the authority to decide on admissions deposits and if refunds will be issued. It was also noted the option exists for students to delay paying the deposit until they are ready to enroll in courses.

K. Gerlich-Fitzgerald announced the new payment plan for students had been launched which would provide additional options during this time allowing students to pay tuition in installments.

G. Agnes brought forward that documents for thesis submission are being reviewed and consolidated to simplify the process. Discussion took place regarding the signatures of Associate Deans on these forms.

7. For Information

8. The date of the next SGSC meeting is scheduled for July 7, 2020 (*SGSC submission deadline is June 10, 2020 at noon*).