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**MEMORANDUM**

ATTENTION **Senate**  
FROM Wade Parkhouse, Chair of Senate  
Graduate Studies Committee  
RE: 2016 Annual Report of SGSC

DATE February 28, 2017



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I am pleased to submit the 2016 Senate Graduate Studies Committee Annual Report.

The Senate Graduate Studies Committee is charged by Senate with the following terms of reference:

1. *To maintain the academic standards established by Senate.*
2. *To review and make recommendations to Senate concerning new graduate programs.*
3. *To review and make recommendations to Senate concerning major changes to graduate programs.*
4. *To review and approve all proposed new graduate courses, course deletions, and minor changes to programs. These changes shall be reported to Senate in summary form.*
5. *To administer, review and make recommendations to Senate concerning Graduate General Regulations.*
6. *To consider matters concerning Graduate Studies referred to the Committee, and to make recommendations to the appropriate bodies.*
7. *To consider and decide on policy recommendations concerning graduate course registration, course and program withdrawal procedures, and on the administration of graduate records.*

This report covers the period of January 1, 2016 to December 31, 2016, during which SGSC held nine meetings.

The Senate Graduate Studies Committee has two subcommittees: SGSC Appeal subcommittee (Unsatisfactory Progress under GGR 1.8.2), and the SGSC subcommittee Special Arrangements Steering Committee (Special Arrangements Graduate Program).

Discussions on graduate education

SGSC discusses various issues pertaining to trends, reshaping graduate education and the graduate student experience. SGSC reviewed the findings from the 2012-2014 exit survey which surveyed alumni six months after their graduation. The creation of a mandatory online plagiarism tutorial created specifically for graduate students was also discussed. SGSC examined the SFU Open Access policy as it relates to graduate student publishing. Over multiple meetings Indigenous education was reflected on with topics ranging from research topics, networks, and support services. The trends in comprehensive examinations, degree requirements, length of degrees and career paths for students

were also considered. SGSC has recommended that policies for grade changes and cross-listed courses are created in the future.

SGSC reviewed, recommended, approved and submitted to Senate, curriculum changes related to the addition, deletion and modification of programs and courses, as well as revisions to regulations.

Revisions to Policies and Programs

- a) Graduate General Regulation 1.3.8a Admission to a Concurrent Bachelor’s-Master’s Degree
- b) FASS: CRIM (MA), ENGL (MA), FREN (MA), HIST (MA), IS (MA), POL (MA, PhD), SA (MA)
- c) BUS: MSc in Finance, MBA, MOT, EMBA, GDBA, GDPE
- d) FCAT: CDM (MDM)
- e) HSCI: GDIPGH
- f) SCI: ACMA (MSc), EASC (PhD), MATH (MSc, PhD), MBB (MSc, PhD), STAT (MSc, PhD)

New programs approved and recommended

FAS: FIC-MSE Pre-Master’s Program in Mechatronic Product Realization (Memorandum of Understanding)

FAS: Professional Master of Science in Computing Science (Full Program Proposal)

FASS: Graduate Certificate in the Linguistics of a First Nations Language (Full Program Proposal)

FASS: Terrorism, Risk, and Security Studies Professional Master’s (Cohort Special Arrangement)

EDUC: Graduate Certificate in Imaginative Education (Cohort Special Arrangement)

FENV: Graduate Certificate in Professional Heritage Resource (Cohort Special Arrangement)

Curriculum Changes Approved

<b>Program Changes</b>	<b>New Courses</b>	<b>Courses Changed</b>	<b>Courses Temporarily Withdrawn</b>	<b>Courses Reinstated</b>	<b>Courses Deleted</b>
26	61	42	12	2	5

Graduate admissions, enrollments and credentials awarded

The number of graduate applications decreased in 2015/16 while offers remained stable. Graduate enrollments as a whole remained stable from 4044 students in 2014/2015 to 4016 in 2015/2016. Master’s credentials awarded remained stable while the number of doctoral credentials awarded decreased by 15%.

<b>Graduate Admissions</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>
Applications	5363	5746	6151	5813
Offers	2272	2227	2412	2346
Accepted offers	1739	1730	1899	1774
New Enrollments	1591	1563	1729	1595

<b>Enrollments</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>	<b>15/16</b>
<b>Total*</b>	4118	4082	4044	4016
<b>Degree**</b>	3451	3447	3482	3472

\*Total headcount of all graduate students (degree, certificate, diploma, exchange and qualifying)

\*\* Total headcount of master’s and doctoral students

<b>Credentials Awarded</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Masters (M)</b>	947	984	1064	1078
<b>Doctoral (D)</b>	176	190	207	179
<b>Total</b> (including certificates and diplomas)	1250	1320	1385	1374

#### SGSC Appeals Subcommittee

There was one appeal in 2016.

#### SGSC Special Arrangements Steering Committee

In 2016, two students were admitted to the Special Arrangements program, one student transferred to the Faculty of Health Science and two successfully defended. At the end of 2016, 17 students remained registered in this program.

SGSC members during 2016 were:

W. Parkhouse, Chair (Dean and Associate Provost of Graduate and Postdoctoral Studies)  
M-E Kelm, P. Liljedahl, J. Derksen, Associate Dean(s) Graduate Studies (ex-officio)  
F. Beg, Chair FGSC, Applied Sciences  
L. Shapiro, Chair FGSC, Arts and Social Sciences  
I. McCarthy, Chair FGSC, Business  
Z. Druick, Chair FGSC, Communication, Art and Technology  
P. Winne, Associate Dean, Graduate Studies and Research  
S. Bullock, Associate Dean, Graduate Studies in Education  
S. Markey, D. Yang, Chair FGSC, Environment  
S. Smith, Associate Dean, Health Sciences  
P. Ruben, Chair FGSC, Science  
A. Nanjundappa, GSS Executive representative (ex-officio)  
M. Pope, Director Graduate Records (ex-officio)  
N. White, University Librarian designate (ex-officio)  
H. Celinski, C. Singh, B. Habash, M. Roberts, Graduate Students  
K. Gerlich-Fitzgerald, Coordinator, Graduate Academic Programs Policy & Curriculum (ex-officio)  
G. Leung, M. Trotto, Assistant to the Associate Dean of Graduate Studies (ex-officio)