

Simon Fraser University
Maggie Benston Centre 1100
8888 University Drive
Burnaby, BC V5A 1S6

TEL 778.782.3042
FAX 778.782.3080

gradstudies@sfu.ca
www.sfu.ca/grad

MEMORANDUM

ATTENTION Senate

DATE June 17, 2021

FROM Jeff Derksen,
Chair of Senate Graduate Studies
Committee (SGSC)

RE: Program Changes



For information:

Acting under delegated authority at its meeting of June 1, 2021, SGSC approved the following program changes, effective **Spring 2022**:

Faculty of Applied Sciences

School of Mechatronic Systems Engineering

- 1) Program change: Mechatronic Systems Engineering, PhD

Faculty of Arts and Social Sciences

School of Public Policy

- 2) Program change: Public Policy, MA

MEMORANDUM

Attention Dr. Jeff Derksen Date May 21, 2021
Dean, Graduate Studies

From Dr. Parvaneh Saeedi psaeedi@sfu.ca
Faculty of Applied Science, Graduate Studies Committee

Re: FAS- MSE New Graduate Course

The faculty of Applied Sciences Graduate Studies Committee would like to create a new course: MSE 802- Engineering Research Methods and add it to the MSE PhD program as a requirement. We request that these curriculum changes become effective spring 2022.

Best Regards,



Parvaneh Saeedi,
Faculty of Applied Science, Graduate Studies Committee

Memo:

TO: Dr Jeff Derksen (Graduate Dean), Daria Babeshko, Dr Parvaneh Saeedi (FAS ADR)

FROM: Dr Patrick Palmer, Graduate Program Chair, MSE.

DATE: May 25, 2021

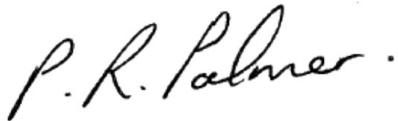
SUBJECT: New Graduate Course Proposal MSE 802

The School of Mechatronic Systems Engineering is submitting the MSE 802 Course Proposal for approval.

The course has been run as a temporary course twice and found to be very successful.

We should like the course to be effective from Spring 2022.

Yours sincerely,

A handwritten signature in black ink that reads "P. R. Palmer." The signature is written in a cursive style with a period at the end.

Patrick Palmer
604 367 3372

Calendar Entry Change for Mechatronic Systems Engineering (Doctor of Philosophy)

<p>Summary of change: Add a new mandatory research methodology course MSE 802- Engineering Research Methodology, to be taken once by PhD students in placement of the previous mandatory writing course, MSE 801.</p>
<p>Rationale for change: The new course covers a broad range of topics that are critical to training of thesis-based graduate students.</p>
<p>Effective term and year: Spring 2022</p>
<p>Will this change impact current students? If yes, what is the plan for current students? NO</p>

FROM	TO
<p>[...]</p> <p>This program consists of course work, a qualifying examination, and a thesis for a minimum of 21 units. Students may take additional courses to correct any deficiencies in their background upon approval of their supervisor. If the subject matter of a listed course has been previously completed with graduate credit, the course may not be completed again for credit.</p> <p>Students must complete one of</p> <p>ENSC 803 – Writing for Publication (3) MSE 801 – Writing for Engineers (3)</p> <p>and two MSE graduate courses selected in consultation with their supervisor</p> <p>and two graduate technical courses from FAS or SCI</p> <p>and to be taken twice</p>	<p>[...]</p> <p>This program consists of course work, a qualifying examination, and a thesis for a minimum of 21 units. Students may take additional courses to correct any deficiencies in their background upon approval of their supervisor. If the subject matter of a listed course has been previously completed with graduate credit, the course may not be completed again for credit.</p> <p>Students must complete</p> <p><u>MSE 802 Engineering Research Methodology (3)</u></p> <p>and two MSE graduate courses selected in consultation with their supervisor</p> <p>and two graduate technical courses from FAS or SCI</p>

<p>MSE 804 - Graduate Seminar (0)</p> <p>and a qualifying exam</p> <p>MSE 890 - PhD Qualifying Examination (0)</p> <p>and a thesis</p> <p>MSE 899 - PhD Thesis (6)</p> <p>[...]</p>	<p>and to be taken twice</p> <p>MSE 804 - Graduate Seminar (0)</p> <p>and a qualifying exam</p> <p>MSE 890 - PhD Qualifying Examination (0)</p> <p>and a thesis</p> <p><u>MSE 899 - PhD Thesis (6)</u></p> <p>[...]</p>
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MEMO

Faculty of Arts and Social Sciences
+1 778 782 4416
fassdean@sfu.ca
sfu.ca/fass

Academic Quadrangle 6168
8888 University Drive
Burnaby, BC
Canada V5A 1S6

ATTENTION: Jeff Derksen

FROM: Jane Pulkingham

RE: Fee Change for MPP

DATE: April 15, 2021

PAGES 1

Dear Jeff,

As part of their work to streamline the MA degree, the School of Public Policy has recently replaced their two-semester MA capstone project sequence, PLCY 808 (5) and 809 (5), with a single 10-unit 809 course. Under the previous structure, a student needing to retake PLCY 809 to complete the MA project paid 50% of the tuition fee for retaking the 5-unit course. The School proposes, and the FASS Deans Office approves, that students needing to retake PLCY 809 now pay 25% of the 10-unit fee, thus keeping the cost of retaking the course the same as before. SPP and FASS also request a 50% fee for students needing to retake PLCY 835 Extended Policy Analysis, the final course in the Course Work Option MA. These changes serve the interests of the few students who need to retake these courses, and will have negligible financial impact on the Faculty.

Thank you for your consideration,

Jane Pulkingham
Dean / Professor of Sociology
Faculty of Arts and Social Sciences
Simon Fraser University

JP/sw/hm

cc:

To: Sean Zwagerman, Associate Dean of Arts and Sciences

From: John Richards, graduate chair, School of Public Policy

Date: 26 January 2021

Accompanying this cover memo are three documents:

- *A change in the name, number of credits, and description for PLCY 809.* PLCY 809 is the second course in what has been our two-course sequence called Advanced Policy Analysis. PLCY 808 is the first course in this sequence. Each are 5 credits as are all our graduate courses. The 808/809 sequence prepares and guides students through the process of their major independent research project called the capstone project. The capstone is a major piece of research that requires a defence and submission of the capstone to the library. We propose to eliminate PLCY 808 and award 10 credits to PLCY 809, as it will be the primary course during which the capstone is completed. Students will continue to receive supervision by faculty for their capstone over multiple semesters, but this change will streamline faculty resources allocated to the capstone and improve efficiency in the department. The change in name and course description will make it clear that PLCY 809 is the required course for completing the capstone. Students must be registered in PLCY 809 at the time they defend their research and submit their capstone to the library. This change sustains the number of credits required for the Masters in Public Policy (MPP) degree. It reduces the number of courses required for those doing the capstone from 14 to 13 but does not affect tuition paid thus ensuring parity between those doing the capstone and those doing the applied policy project (PLCY 835). The applied policy project option requires students to take an extra elective course in addition to the 4 elective courses required for all to complete the MPP degree.
- *A course deletion.* To implement the changes introduced above, we propose to delete PLCY 808 from the MPP curriculum.
- *Calendar changes.* We attach the needed changes in the calendar for PLCY 809 (course title, description, and credit hours), deletion of PLCY 808, and revised description for those undertaking the capstone research option as part of their requirements for the MPP degree. We will update our website accordingly when these changes are approved.

These proposed changes were supported by and approved unanimously at a department meeting in SPP held on 26 January 2021.

Calendar Entry Change for Master of Public Policy (MPP)

<p><i>Summary of change:</i> Combining PLCY 808 and 809 (major research project) to a single course.</p>
<p><i>Rationale for change:</i> The main rationale is to streamline the delivery of the major research project and make it clear that the expectations of the capstone are roughly twice that of the applied policy project (PLCY 835) the department introduced in Fall 2020. The project is a major piece of research that requires a defence and submission of the research project to the library (which is not the case for applied projects in PLCY835). Students will continue to receive supervision by faculty for their research project over multiple semesters, but this change will streamline faculty resources allocated and thus improve efficiency in the department. The change in name and course description will make it clear that PLCY 809 is the required course for completing the major research project. Students must be registered in PLCY 809 when they defend their research and submit to the library.</p> <p>This change sustains the number of credits required for the Masters in Public Policy (MPP) degree and does not affect tuition paid.</p>
<p><i>Effective term and year:</i> This will take effect for Spring 2022</p>
<p><i>Will this change impact current students? If yes, what is the plan for current students?</i> Yes. It will apply to students entering the second year of the MPP program (in Fall 2021) who undertake the research project. They will register for one fewer course and most will register in PLCY 809 for the Spring 2022 semester, as that is when the vast majority will complete their research project. We have been offering and will continue to offer PLCY 809 every semester to allow students to complete their project in any semester.</p>

FROM	TO
<p>[...] PROGRAM REQUIREMENT</p> <p>This program consists of course work, an internship, and either a project or a course work option for a minimum of 70 units.</p> <p>Students must complete all of</p> <p>PLCY 800 - Introduction to Policy Issues and Analysis I (5) PLCY 801 - Economic Foundations of Policy Analysis I (5)</p>	<p>[...] PROGRAM REQUIREMENT</p> <p>This program consists of course work, an internship, and either a major research project or an applied project option for a minimum of 70 units.</p> <p>Students must complete all of</p> <p>PLCY 800 - Introduction to Policy Issues and Analysis I (5) PLCY 801 - Economic Foundations of Policy Analysis I (5)</p>

PLCY 802 - Economic Foundations of Policy Analysis II (5)
PLCY 803 - Political Foundations of Policy Analysis I (5)
PLCY 804 - Political Foundations of Policy Analysis II (5)
PLCY 805 - Research Techniques and Quantitative Methods I (5)
PLCY 806 - Research Techniques and Quantitative Methods II (5)
PLCY 807 - Introduction to Policy Analysis and Issues II (5)

and a Co-op

PLCY 850 - Co-op (0)

and the requirements from either the ~~project or course work~~ option.

Project Option

Students complete

~~PLCY 808 - Advanced Policy Analysis I (5)~~
~~PLCY 809 - Advanced Policy Analysis II (5)~~

and four elective PLCY graduate courses*

Course Work Option

Students complete

PLCY 835 - Extended Policy Analysis (5)

and five elective PLCY graduate courses*

* The program director, in consultation with the student, selects appropriate graduate courses offered by PLCY, affiliated programs and departments.

[...]

PLCY 802 - Economic Foundations of Policy Analysis II (5)
PLCY 803 - Political Foundations of Policy Analysis I (5)
PLCY 804 - Political Foundations of Policy Analysis II (5)
PLCY 805 - Research Techniques and Quantitative Methods I (5)
PLCY 806 - Research Techniques and Quantitative Methods II (5)
PLCY 807 - Introduction to Policy Analysis and Issues II (5)

and a Co-op

PLCY 850 - Co-op (0)

and the requirements from either the **major research project or applied project** option.

Major Research Project Option

Students complete

PLCY 809 - Major Research Project (10)

and four elective PLCY graduate courses*

Applied Project Option

Students complete

PLCY 835 - Extended Policy Analysis (5)

and five elective PLCY graduate courses*

* The program director, in consultation with the student, selects appropriate graduate courses offered by PLCY, affiliated programs and departments.

[...]

~~Course Work Option~~

Permission of the program director is required for enrollment in the ~~course work~~ option.

[...]

Applied Project Option

Permission of the program director is required for enrollment in the **applied project** option.

[...]