

MEMORANDUM

To Senate

From Office of the Dean of Graduate Studies

Subject General Regulations

Date December 10, 1980

MOTION: That Senate approve and recommend approval to the Board, as set forth in S.81-22 - proposed changes in the General Regulations - Graduate Studies.

These changes were approved by the Senate Graduate Studies Committee on December 1, 1980.

Bryan P. Beirne  
Dean of Graduate Studies

/bjr

attachs.

# SIMON FRASER UNIVERSITY

## MEMORANDUM

To..... Members of the Senate Graduate  
Studies Committee

From..... Marian McGinn.....  
Assistant Registrar  
Graduate Studies

Subject General Regulations

Date..... November 18, 1980

The attached changes to the General Regulations for Graduate Students were approved by the Executive Committee of the Senate Graduate Studies Committee at its meeting on November 17, 1980.

  
Marian McGinn

MM/bjr  
attachs.

Proposed revision to the General Regulations for Graduate Studies (1980-81 Calendar, page 28):-

#### 1.9.5 The Role of an External Examiner

The External Examiner shall be chosen as a distinguished scholar with particular experience in the field of the thesis/project research. Whether the External Examiner will participate in person or by conference telephone or similar means in the examination of the candidate or will examine the candidate in absentia will be determined by the Dean of Graduate Studies who will take into account the Departmental views.

If the External Examiner is to be present at or is to participate by distance communication procedures in the examination of the candidate, he/she shall be asked to submit a written report on the thesis to the Dean of Graduate Studies before the examination. The report, which should indicate whether he/she believes the thesis is ready for defence, shall be distributed before the examination to the members of the Examining Committee. Once the examination has taken place, and if the thesis is passed, the External Examiner shall send a brief report to the Senior Supervisor which indicates what he/she considers to be the general quality of the thesis. That report (which may be either a copy of the initial report to the Dean of Graduate Studies or a report prepared after the thesis defense) shall accompany the recommendation for award of the degree.

In the event of examination in absentia, the External Examiner shall be asked to submit a written report on the thesis to the Dean of Graduate Studies prior to the examination. The report should be quite extensive and give a specific recommendation as to whether or not the thesis ought to pass, fail, or be subject to extensive revision as under 1.10.2. This report shall be copied to all members of the Examining Committee before the examination. Specific questions raised by the External Examiner in that report shall be directed to the candidate during the examination.

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Rationale for proposed change:-

The present regulation requires that the External Examiner be present at the examination unless the Dean of Graduate Studies grants permission for him to examine in absentia. The proposed revision permits greater flexibility than now in how the External Examiner operates. It should result in greater use than hitherto of examinations by in absentia and distance communication methods.

This would bring practices in SFU in line with those of various other universities, avoid the possibility that a suitable External Examiner cannot be invited because it would cost too much to bring him on campus, and provide a means of avoiding delays in examination scheduling that can be detrimental to student interests.

Note that the substantive change is in the first paragraph; the content of the second and third paragraphs is as in the existing regulations with minor reorganizations and changes in wording for purposes of clarity. Note that a conference telephone system is available in the office of the Dean of Graduate Studies for use in thesis defences.

Proposed addition to the General Regulations for Graduate Studies (1980-81 Calendar, page 31):-

1.12.3 Readmission

Under exceptional circumstances and with the recommendation of the Departmental Graduate Program Committee concerned, a student who did not complete the degree requirements within the maximum time, and who was thus required to withdraw, may be readmitted for one semester only to complete those requirements. Final approval for readmission is by the Dean of Graduate Studies.

(Subject to approval by the Board of Governors of a proposed fee there would be a consequent suggested addition to Graduate Studies Calendar under Special Fees, 1980-81 Calendar, page 37,

Readmission fee                      \$270.00)

Rationale for proposed addition:-

Under present regulations there is no way that a graduate student who has run out of time can obtain his higher degree. Whereas most students who run out of time either have lost interest or are able to complete the degree requirements when granted an extension of one or two semesters by the Dean of Graduate Studies, a minority who have the motivation, energy, and ability to complete the requirements run out of time because of circumstances beyond their control such as employment or family problems or impractical thesis subjects. The purpose of the proposed new regulation is to provide such individuals with an opportunity that does not now exist.

Note that the first stage is approval and support by the Department, which in practice means that the student must have an apparently satisfactory thesis (and/or other requirements) completed by then. Note also the relatively high suggested fee. This is designed to deter procrastinators from using this regulation as an extension device.