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## MEMORANDUM

ATTENTION Senate  
FROM Peter Liljedahl, Acting Dean of  
Graduate Studies  
RE: Editorial revisions to GGR 1.3.11, 1.3.11a, 1.4.2, 1.6.3, 1.6.4 and 1.9.1

DATE June 15 2015  
No. GS2015.28

At its meeting of June 8, 2015, SGSC reviewed and approved GGR revisions to 1.3.11, 1.3.11a, 1.4.2, 1.6.3, 1.6.4, and 1.9.1. These revisions are the result of previously approved changes to GGR 1.4.4 (Enrolment Requirements), GGR 1.7.3 (Residence Requirement for the Doctoral Degree), GGR 1.7.2 (Program Requirements), and proposed changes to GGR 1.8.4 (Leave of Absence). This gives rise to the following motions, effective **Spring 2016**:

**Motion 1**

That Senate approve the revisions to GGR 1.3.11 (Application to Complete a Second Master's or Doctoral Degree)

**Motion 2**

That Senate approve the revisions to GGR 1.3.11a (Application to Complete a Non-joint Concurrent Graduate Degree)

**Motion 3**

That Senate approve the revisions to GGR 1.4.2 (Enrolment)

**Motion 4**

That Senate approve the revisions to GGR 1.6.3 (Senior Supervisor)

**Motion 5**

That Senate approve the revisions to GGR 1.6.4 (Supervisory Committee)

**Motion 6**

That Senate approve the revisions to GGR 1.9.1 (Examining Committee for a Master's Degree Candidate)



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**MEMORANDUM**

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**ATTENTION** SGSC Members  
**FROM** Peter Liljedahl, Acting Dean of  
Graduate Studies  
**RE:**

**DATE** May 21, 2015  
**PAGES** 1/7

Editorial revisions to GGR 1.3.11, 1.3.11a, 1.4.2, 1.6.3, 1.6.4 1.9.1

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The revisions to the following GGRs are editorial changes that are a result of previous changes to GGR 1.4.4 (Enrolment Requirements), GGR 1.7.3 (Residence Requirement for the Doctoral Degree), GGR 1.7.2 (Program Requirements), and proposed changes to GGR 1.8.4 (Leave of Absence).

**Motion 1**

That SGSC approve the revisions to GGR 1.3.11 (Application to Complete a Second Master's or Doctoral Degree)

**Motion 2**

That SGSC approve the revisions to GGR 1.3.11a (Application to Complete a Non-joint Concurrent Graduate Degree)

**Motion 3**

That SGSC approve the revisions to GGR 1.4.2 (Enrolment)

**Motion 4**

That SGSC approve the revisions to GGR 1.6.3 (Senior Supervisor)

**Motion 5**

That SGSC approve the revisions to GGR 1.6.4 (Supervisory Committee)

**Motion 6**

That SGSC approve the revisions to GGR 1.9.1 (Examining Committee for a Master's Degree Candidate)

## Proposed revisions to GGR 1.3.11

### Application to Complete a Second Master's or Doctoral Degree

The revision to GGR 1.3.11 is a result of previous revisions to GGR 1.7.3 (Residence Requirement for the Doctoral Degree) and GGR 1.4.4 (Enrolment requirements). Residence is now referred to as enrolment terms.

FROM	TO
<p>Students who have a master's or a doctoral degree (either from Simon Fraser University or another university) can apply to complete a second master's or doctoral degree under the following constraints.</p> <ol style="list-style-type: none"><li>1. no course work completed for the first degree shall count towards the second.</li><li>2. none of the research done for the first degree shall be used for the second.</li><li>3. none of the <del>time spent in residence</del> for the first degree shall count towards the <del>residence</del> for the second degree.</li></ol>	<p>Students who have a master's or a doctoral degree (either from Simon Fraser University or another university) can apply to complete a second master's or doctoral degree under the following constraints.</p> <ol style="list-style-type: none"><li>1. no course work completed for the first degree shall count towards the second.</li><li>2. none of the research done for the first degree shall be used for the second.</li><li>3. none of the <u>enrolment terms</u> for the first degree shall count towards the <u>enrolment terms</u> for the second degree.</li></ol>

## Proposed revisions to GGR 1.3.11a

### Application to Complete a Non-joint Concurrent Graduate Degree

The revisions to GGR 1.3.11a are a result of previous revisions to GGR 1.7.3 (Residence Requirement for the Doctoral Degree) and GGR 1.4.4 (Enrolment requirements), and the proposed changes to GGR 1.8.4 (Leave of Absence). Residence is now referred to as enrolment terms; reference to the personal leave category has been added; reference to the on leave fee has been removed.

FROM	TO
<p>Students who are currently registered in a master's or doctoral degree at Simon Fraser University can apply to complete a second master's or doctoral degree concurrently under the following constraints:</p> <p>(...)</p> <p>c) none of the <del>time spent in residence</del> for the first degree shall count towards <del>residence</del> in the second degree;</p> <p>(...)</p> <p>h) a student may choose to apply to register "<del>on leave</del>" from one of the programs while completing requirements for the other program. <del>In this situation the tuition charged will be the on-leave fee for one program and the appropriate tuition for the other program.</del> (Please note that <del>these on-leave semesters</del> still count towards maximum time limits for degree completion);</p> <p>(...)</p>	<p>Students who are currently registered in a master's or doctoral degree at Simon Fraser University can apply to complete a second master's or doctoral degree concurrently under the following constraints:</p> <p>(...)</p> <p>c) none of the <u>enrolment terms</u> for the first degree shall count towards <u>enrolment terms</u> in the second degree;</p> <p>(...)</p> <p>h) a student may choose to apply <u>for a personal leave</u> from one of the programs while completing requirements for the other program (<u>see 1.8.4</u>). (Please note that <u>personal leave terms</u> still count towards <u>the</u> maximum time limit for degree completion);</p> <p>(...)</p>

**Proposed revision to GGR 1.4.2 Enrolment**

The revision to GGR 1.4.2 is a result of the proposed title change for GGR 1.8.4 (Leave of Absence).

FROM	TO
<p>Enrolment begins two months before the start of each term and must be completed by the Friday preceding the start of classes; see Academic Dates. Students are allowed an additional two weeks to finalize their enrolment, without financial penalty. The course or research-related work for which the student enrolls must have the approval of the chair of the graduate program committee and of their senior supervisor, once the senior supervisor is appointed. In addition, enrolment for courses completed outside the student's department must have the approval of the course instructor. Students going on leave are required to <del>enrol</del> (see 1.8.4 <del>Application to go on Leave</del>).</p>	<p>Enrolment begins two months before the start of each term and must be completed by the Friday preceding the start of classes; see Academic Dates. Students are allowed an additional two weeks to finalize their enrolment, without financial penalty. The course or research-related work for which the student enrolls must have the approval of the chair of the graduate program committee and of their senior supervisor, once the senior supervisor is appointed. In addition, enrolment for courses completed outside the student's department must have the approval of the course instructor. Students going on leave are required to <u>apply for a leave of absence</u> (see 1.8.4).</p>

### Proposed revisions to GGR 1.6.3 Senior Supervisor

The revisions to GGR 1.6.3 are a result of previous changes to GGR 1.7.2 (Program Requirements). Projects can now be examined as per the guidelines in GGR 1.9.1 or by two readers. Reference to a graduate certificate was added.

FROM	TO
<p>(...)</p> <p>For degrees that culminate in a project, extended essay, field or comprehensive examination, the senior supervisor must be a Simon Fraser University faculty member deemed to be qualified by the academic unit's graduate studies committee and approved by the dean of graduate studies.</p>	<p>(...)</p> <p>For degrees that culminate in a project <u>examined by two readers</u>, extended essay, field or comprehensive examination, the senior supervisor must be a Simon Fraser University faculty member deemed to be qualified by the academic unit's graduate studies committee and approved by the dean of graduate studies.</p>
<p>(...)</p> <p>A senior supervisor is not required for students in a graduate diploma program. The director of a diploma program is responsible for roles normally assigned to the senior supervisor (e.g., advising students, signing forms).</p>	<p>(...)</p> <p>A senior supervisor is not required for students in a graduate diploma <u>or certificate</u> program. The director of a diploma <u>or certificate</u> program is responsible for roles normally assigned to the senior supervisor (e.g., advising students, signing forms).</p>

### Proposed revisions to GGR 1.6.4 Supervisory Committee

The revisions to GGR 1.6.4 are a result of previous changes to GGR 1.7.2 (Program Requirements for the Master's Degree).

FROM	TO
<p>A supervisory committee is not required for students in graduate diploma <del>programs</del> or <del>in</del> degree programs that culminate in an extended essay, field or comprehensive examination.</p> <p>In degree programs in which there is a requirement for a thesis or a project, a supervisory committee must be established. For students in master's degree programs that culminate in an extended essay, field or comprehensive examination, the senior supervisor alone may comprise the supervisory committee.</p> <p>(...)</p>	<p>A supervisory committee is not required for students in a graduate <u>certificate</u>, diploma, or degree program that culminates in an extended essay, field or comprehensive examination, <u>or project examined by two readers.</u></p> <p>In degree programs in which there is a requirement for a thesis or a project (<u>examined as per 1.9.1</u>), a supervisory committee must be established. For students in master's degree programs that culminate in an extended essay, field or comprehensive examination, <u>or project examined by two readers</u>, the senior supervisor alone may comprise the supervisory committee.</p> <p>(...)</p>

**Proposed revisions to GGR 1.9.1 Examining Committee for a Master’s Degree Candidate**

The revisions to GGR 1.9.1 are a result of previous changes to GGR 1.7.2 (Program Requirements for the Master’s Degree).

FROM	TO
<p>Each candidate for a master’s degree shall be examined on the thesis, extended essays field or comprehensive examination, or project. The nature of the examination and the composition of the examining committee of a student’s extended essay, field or comprehensives shall be as designated by the appropriate faculty graduate studies committee <del>and the dean of graduate studies.</del></p> <p>Examination of projects for all graduate programs shall be as for the examination of theses with the same requirements for committee composition unless a different examination process has been designated by the appropriate faculty graduate studies committee <del>and the dean of graduate studies.</del></p> <p>Examination of projects for all other graduate programs shall be as for the examination of theses with the following exceptions: when the project is live, taped or filmed, only one presentation is required for examination, and only one recording is required for deposition in the library. The one copy deposited in the library shall be the property of the University. The student shall have the right to copy the original, and the right to borrow it for external showing at the discretion of the librarian.</p> <p>(...)</p>	<p>Each candidate for a master’s degree shall be examined on the thesis, extended essays, field or comprehensive examination, or project. The nature of the examination and the composition of the examining committee of a student’s extended essay, field or comprehensives, <u>or project examined by two readers,</u> shall be as designated by the appropriate faculty graduate studies committee <u>with the approval of the dean of graduate studies.</u></p> <p>Examination of projects <u>(as per 1.9.1)</u> for all graduate programs shall be as for the examination of theses with the same requirements for committee composition unless a different examination process has been designated by the appropriate faculty graduate studies committee <u>with the approval of the dean of graduate studies.</u></p> <p>Examination of projects <u>(as per 1.9.1)</u> for all other graduate programs shall be as for the examination of theses with the following exceptions: when the project is live, taped or filmed, only one presentation is required for examination, and only one recording is required for deposition in the library. The one copy deposited in the library shall be the property of the University. The student shall have the right to copy the original, and the right to borrow it for external showing at the discretion of the librarian.</p> <p>(...)</p>