





MEMO

Faculty of Science

ATTENTION Krista Gerlich-Fitzgerald, Graduate Studies

FROM Peter Ruben, Associate Dean, Faculty of Science

RE Minor Course Change – Biomedical Physiology &  
Kinesiology

DATE September 23, 2014

TIME 3:55 PM

The graduate program in the Department of Biomedical Physiology and Kinesiology seeks to change the number of credits for its MSc thesis course, BPK 898, from 6 to 18 credits to conform to the 30-credit university standard. The Minor Course Change form is attached, along with a memo from the Chair of BPK. This change has my approval and that of the Faculty of Science Graduate Studies Committee.

A handwritten signature in black ink, appearing to be "P. Ruben", written over a horizontal line.

P. Ruben

## MEMO

Attention: Dr. Peter Ruben, Associate Dean, Research and Graduate Studies,  
Faculty of Science

From: Dr. Glen Tibbits, Chair, Department of Biomedical Physiology and  
Kinesiology

Re: Course Change, BPK 898

September 19, 2014

Dear Peter,

Please find enclosed a proposal for a course change to BPK 898. The change is to bring the Master's thesis in line with the 30-credit minimum requirement and to better reflect the work of a Master's thesis. The course change has been approved by the Department of Biomedical Physiology and Kinesiology. Please could you include them on the next SGSC agenda.



Glen F Tibbits  
2014.09.23 11:46:59 -07'00'

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Department Chair

Enclosure



# Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number <b>BPK 898</b>	Units <b>6</b>
Course Title <b>MSc Thesis</b>	
Rationale for Change: To comply with the 30-credit minimum Master's thesis and better reflect the value of the thesis component of the degree.	

**Proposed Changes (Check all that apply)**

- Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

**Complete only the fields to be changed**

FROM	TO
Course Subject/Number <b>BPK 898</b>	Course Subject/Number <b>BPK 898</b>
Units <b>6</b>	Units* <b>18</b>
Course Title <b>MSc Thesis</b>	Course Title (max 100 characters) <b>MSc Thesis</b>
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

**CONTACT PERSON**

Department / School / Program Biomedical Physiology and Kinesiology	Contact name Dr. Tom Claydon	Contact email thomas_claydon@sfu.ca
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**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee Dr. Tom Claydon	Signature 	Date Sept 19th, 2014
Department Chair Dr. Glen Tibbits	Signature  Glen F Tibbits 2014.09.23 11:48:46 -07'00'	Date 23 Sept 2014

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) Dr. Peter Ruben	Signature 	Date 23 Sep. 2014
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**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC)	Signature 	Date Oct 28 2014
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SFU

MEMO

Faculty of Science

ATTENTION Krista Gerlich-Fitzgerald, Graduate Studies

FROM Peter Ruben, Associate Dean, Faculty of Science

RE Minor Course Change – Mathematics

DATE September 30, 2014

TIME 2:18 PM

The graduate program in the Mathematics Department seeks to change the number of credits for its MSc thesis course, Math 898, from 6 to 12 credits to conform to the 30-credit university standard. To be consistent, the Department also seeks to change its credit allocation for the PhD thesis course, Math 899, from 6 to 12 credits. Two Minor Course Change forms are attached, along with a memo from the Chair of Math. These changes have my approval and that of the Faculty of Science Graduate Studies Committee.



P. Ruben

SFU

**MEMO**DEPARTMENT OF MATHEMATICS

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**ATTENTION** Wade Parkhouse  
Dean of Graduate Studies

**From:** John Stockie  
Graduate Program Co-Chair  
Mathematics Department  
Local 23553  
jstockie@sfu.ca

**RE:** Mathematics 898 and 899 change to units

**Date:** September 29, 2014

The following course changes have been approved by the Faculty of Mathematics and are forwarded to the Senate Graduate Studies Committee for approval. Please include them on the next SGSC agenda.

Mathematics Department  
Course changes

Math 898 MSc Thesis  
Math 899 PhD Thesis

Change the units from 6 to 12 in order to conform to the 30-credit program industry standard and to reflect hours associated with the thesis.

Thank you,



John Stockie  
Graduate Co-Chair  
Mathematics Department



## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	<b>Mathematics 898</b>	Units	<b>6</b>
Course Title	<b>MSc Thesis</b>		
Rationale for Change: To conform with the standard 30-credit minimum and to reflect hours associated with the thesis.			

### Proposed Changes (Check all that apply)

Course number
  Units\*
  Title
  Description
  Prerequisite
  Other \_\_\_\_\_

### Complete only the fields to be changed

FROM	TO
Course Subject/Number <b>Math 898</b>	Course Subject/Number <b>Math 898</b>
Units <b>6</b>	Units* <b>12</b>
Course Title <b>MSc Thesis</b>	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

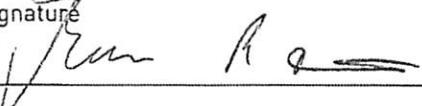
\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

**CONTACT PERSON**

Department / School / Program <b>Mathematics</b>	Contact name <b>John Stockie</b>	Contact email <b>jstockie@sfu.ca</b>
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**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee <b>John Stockie, Co-Chair</b>	Signature 	Date <b>SEPT 29/14</b>
Department Chair <b>Manfred Trummer</b>	Signature 	Date <b>Sept 29/14</b>

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) <b>PETER RUBEN</b>	Signature 	Date <b>30 SEPT 14</b>
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**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) <b>Peter Liljedahl</b>	Signature 	Date <b>Oct 28 2014</b>
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## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	<b>Mathematics 899</b>	Units	<b>6</b>
Course Title	<b>PhD Thesis</b>		
Rationale for Change: To make the PhD thesis consistent with the MSc thesis (refer to change form for MATH 898)			

### Proposed Changes (Check all that apply)

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

### Complete only the fields to be changed

FROM	TO
Course Subject/Number <b>Math 899</b>	Course Subject/Number <b>Math 899</b>
Units <b>6</b>	Units* <b>12</b>
Course Title <b>PhD Thesis</b>	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

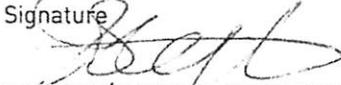
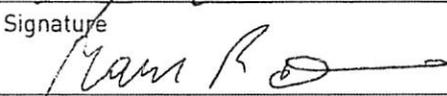
\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

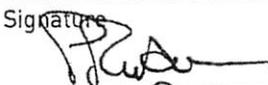
**CONTACT PERSON**

Department / School / Program <b>Mathematics</b>	Contact name <b>John Stockie</b>	Contact email <b>jstockie@sfu.ca</b>
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**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee <b>John Stockie, Co-Chair</b>	Signature 	Date <b>SEP 29/14</b>
Department Chair <b>Manfred Trummer</b>	Signature 	Date <b>Sept 29/14</b>

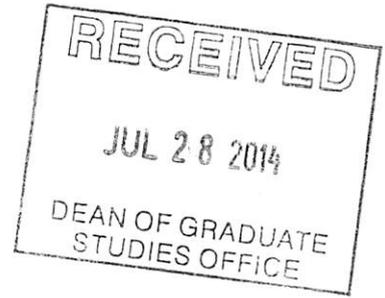
**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) <b>PETER RUBEN</b>	Signature 	Date <b>30 SEPT 14</b>
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**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) <b>Peter Liljedahl</b>	Signature 	Date <b>Oct 28 2014</b>
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SFU



MEMO

Faculty of Science

ATTENTION Sheilagh MacDonald, Graduate Studies

FROM Peter Ruben, Associate Dean, Faculty of Science

RE Minor Course Change - MBB

DATE July 24, 2014

TIME 12:21  
PM

The graduate program in the Department of Molecular Biology and Biochemistry seeks to change the number of credits for its MSc thesis course, MBB 898, from 6 to 18 credits to conform to the 30-credit university standard. The Minor Course Change form is attached, along with a memo from the Chair of the MBB Graduate Studies Committee. This change has my approval and that of the Faculty of Science Graduate Studies Committee.

A handwritten signature in black ink, appearing to read "P. Ruben", written over a horizontal line.

P. Ruben

**MOLECULAR BIOLOGY AND BIOCHEMISTRY**  
**Memorandum**

**To:** Chair, Faculty Graduate Studies Committee,  
Faculty of Science

**From:** Michel Leroux, Chair, MBB Graduate  
Studies Committee

**Re:** Graduate Course Minor Change – MBB 898

**Date:** July 2, 2014

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We are requesting a minor course change for the following:

**To change the units for MBB 898 from 6 to 18 in order to conform to the 30-credit program industry standard.**

The Graduate Course Minor Change form is attached.

Sincerely,



Dr. M.R. Leroux

# Graduate Course Minor Change Form

This form is for an SFU department or program to request a minor change to an existing graduate course. After approval and signature by the faculty graduate studies committee, this form should be forwarded to the Dean of Graduate Studies for approval by the Senate Graduate Studies Committee (SGSC). SGSC will forward the approval to Senate for information.

## DEPARTMENT

Department / School / Program <b>MBB</b>	Contact name <b>Michel Leroux</b>	Contact email <b>leroux@sfu.ca</b>
Please revise the following elements of the indicated graduate course: <input checked="" type="checkbox"/> Units <input type="checkbox"/> Title <input type="checkbox"/> Description <input type="checkbox"/> Pre-requisites <input type="checkbox"/> Other		
Rationale for this change: To fit industry standards for 30 credit minimum and to more accurately reflect the hours associated with the thesis.		

## CURRENT COURSE

Please complete only the fields to be changed.

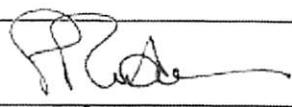
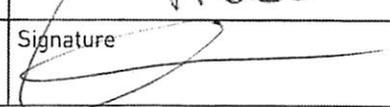
Course subject <b>MBB</b>	Number (eg. 810) <b>898</b>	Units (credits) <b>6</b>
Course title (max 100 characters) <b>MSc thesis</b>		
Short title (appears on transcripts, max 30 characters)		
Course description for SFU Calendar <input type="checkbox"/> see attached		
Available course components <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Laboratory <input type="checkbox"/> Practicum <input type="checkbox"/> Online <input type="checkbox"/> _____		
Practicum work done in this class will involve children or vulnerable adults <input type="checkbox"/> Yes <input type="checkbox"/> No		
Grading basis <input type="checkbox"/> Graded <input type="checkbox"/> Satisfactory / Unsatisfactory <input checked="" type="checkbox"/> In Progress / Complete <input type="checkbox"/> _____		
Prerequisites (if any)		
This is combined with an undergrad course. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Course number and units: _____		
Additional course requirements for graduate students		

## REVISED COURSE

Please complete only the fields to be changed.

Course subject <b>MBB</b>	Number (eg. 810) <b>898</b>	Units (credits) <b>18</b>
Course title (max 100 characters)		
Short title (appears on transcripts, max 30 characters)		
Course description for SFU Calendar <input type="checkbox"/> see attached		
Available course components <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Laboratory <input type="checkbox"/> Practicum <input type="checkbox"/> Online <input type="checkbox"/> _____		
Practicum work done in this class will involve children or vulnerable adults <input type="checkbox"/> Yes <input type="checkbox"/> No		
Grading basis <input type="checkbox"/> Graded <input type="checkbox"/> Satisfactory / Unsatisfactory <input type="checkbox"/> In Progress / Complete <input type="checkbox"/> _____		
Prerequisites (if any)		
This is combined with an undergrad course. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Course number and units: _____		
Additional course requirements for graduate students		

## APPROVALS

Faculty graduate studies committee name <b>Peter Ruben</b>	Signature 	Date <b>4 November 2014</b>
Senate graduate studies committee name <b>M. E. KELM</b>	Signature 	Date <b>7/11/14</b>