

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** October 4, 2022  
**FROM** Jeff Derksen,  
Chair of Senate Graduate Studies  
Committee (SGSC)  
**RE:** New Courses



**For information:**

Acting under delegated authority at its meeting of October 4, 2022, SGSC approved the following new courses, effective **Summer 2023**:

**Faculty of Arts and Social Sciences**

Department of Linguistics

- 1) New Course: LING 880 Advanced Linguistic Research for Professional Development

**Faculty of Communication, Art & Technology**

Publishing Program

- 1) New Course: PUB 890 Professional Practices Seminar I
- 2) New Course: PUB 891 Professional Practices Seminar II

**Faculty of Science**

Department of Molecular Biology and Biochemistry

- 1) New Course: MBB 803 MBB Department Seminar Series



FACULTY OF  
ARTS AND SOCIAL SCIENCES

MEMO

Office of the Dean

**STREET  
ADDRESS**  
Academic Quadrangle  
Room 6164

**MAILING  
ADDRESS**  
8888 University Drive  
Burnaby BC Canada  
V5A 1S6

778-782-4967 (Tel)

[fassadgs@sfu.ca](mailto:fassadgs@sfu.ca)  
[www.sfu.ca/fass](http://www.sfu.ca/fass)

ATTENTION: Jeff Derksen, Dean  
Graduate & Postdoctoral Studies

FROM : Sean Zwagerman, Chair  
Faculty of Arts and Social Sciences  
Graduate Studies Committee

RE: Items for SGSC

DATE: June 28, 2022

Dear Jeff,

The following were approved by the Faculty of Arts and Social Sciences Graduate Studies Committee on June 21, 2022, and are forwarded to the Senate Graduate Studies Committee for approval. Please include them on the next SGSC agenda.

**1. Department of Linguistics**

- a) New Course Proposal, ~~Course Changes & Program Change~~  
To be effective for Summer 2023

Sean Zwagerman  
Associate Dean, Faculty of Arts and Social Sciences



Dr. Heather Bliss, Graduate Program Chair  
DEPARTMENT OF LINGUISTICS  
Faculty of Arts and Social Sciences

R.C. Brown Hall 8121  
8888 University Drive  
Burnaby, BC  
Canada V5A 1S6

TEL 604-762-6274

linggsc@sfu.ca

May 17, 2022

Re: Linguistics Expanded MA Proposal

Dear FASS GSC Members

Please accept this memo documenting the Department of Linguistics' support for the Expanded MA Proposal, which includes:

- The introduction of a new course: LING 880 'Advanced Linguistic Research for Professional Development'
- The introduction of two new options for completing an MA in Linguistics (course-based and project-based, in addition to the existing thesis-based option)

Draft versions of the proposal were discussed amongst Linguistics faculty members in November 2021 and April 2022. A revised version was circulated to Linguistics faculty members on May 9 and the faculty voted at our May 12 Department meeting to accept the changes outlined in the proposal.

Respectively yours,

A handwritten signature in black ink, appearing to read 'H Bliss'.

Dr. Heather Bliss  
Graduate Program Chair, Linguistics

# New Graduate Course Proposal

Course Subject (eg. PSYC) <b>LING</b>	Number (eg. 810) <b>880</b>	Units <b>3</b>
Course title (max. 100 characters) <b>Advanced Linguistic Research for Professional Development</b>		
Short title (for enrollment/transcript - max. 30 characters) <b>Advanced Linguistic Research</b>		
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description)  Designed to help students develop practical skills that will support their professional development as linguists, including writing research articles and preparing conference presentations, as well as critically evaluating and discussing influential works in the field. It is designed for second year students who are actively working on research projects, theses, and qualifying papers, so that they can share key literature related to their research and present their on-going work to benefit from the feedback of their cohort.		
Rationale for introduction of this course  We are introducing this courses as a requirement for graduate students to provide them with opportunities to work on foundational skills and make progress on their research projects, while also building networks and relationships in the Department and the field of linguistics.		
Term of initial offering (eg. Fall 2019) <b>Summer 2023</b>	Course delivery (eg. 3 hrs/week for 13 weeks) <b>3 hours/week for 13 weeks</b>	
Frequency of offerings/year <b>once</b>	Estimated enrollment per offering <b>5-10 students</b>	
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses) <b>n/a</b>		
Prerequisite and/or Corequisite		
Criminal record check required? <input type="checkbox"/> Yes <input type="checkbox"/> No if yes is selected, add this as prerequisite		Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Campus where course will be taught <input checked="" type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input type="checkbox"/> Off campus		
Course Components* <input type="checkbox"/> Lecture <input checked="" type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input type="checkbox"/> Capstone <input type="checkbox"/>		
Grading Basis <input checked="" type="checkbox"/> Letter grades <input type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete		
Repeat for credit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total repeats allowed? _____	Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Capstone course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Combined with a undergrad course? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:		

\* See important definitions on the curriculum website.



## RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course

Graduate Program Chair in Linguistics (alternates every 2 years)

Additional faculty members, space, and/or specialized equipment required in order to offer this course

In lieu of the GPC teaching this course, other faculty may teach it.

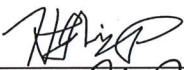

## CONTACT PERSON

Academic Unit / Program Linguistics	Name (typically, Graduate Program Chair) Heather Bliss	Email hbliss@sfu.ca
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## ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign


Graduate Program Committee Heather Bliss	Signature 	Date May 16, 2022
Department Chair Panayiotis Pappas	Signature 	Date May 16 2022

## FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

Overlap check done?  YES

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Sean Zwagerman	Signature 	Date 27 June 2022
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

## SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date October 4 2022
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### ADMINISTRATIVE SECTION (for DGS office only)

Library Check: \_\_\_\_\_  
Course Attribute: \_\_\_\_\_  
Course Attribute Value: \_\_\_\_\_  
Instruction Mode: \_\_\_\_\_  
Attendance Type: \_\_\_\_\_

If different from regular units:  
Academic Progress Units: \_\_\_\_\_  
Financial Aid Progress Units: \_\_\_\_\_

**DEPARTMENT OF LINGUISTICS**  
**Summer Term 2023 [1237]****LINGUISTICS 880****Advanced Linguistic Research for  
Professional Development****Instructor:** xxx**Office:** xxx**Email:** xxx**COURSE DESCRIPTION:**

Designed to help students develop practical skills that will support their professional development as linguists, including writing research articles and preparing conference presentations, as well as critically evaluating and discussing influential works in the field. It is designed for second year students who are actively working on research projects, theses, and qualifying papers, so that they can share key literature related to their research and present their on-going work to benefit from the feedback of their cohort.

**COURSE PREPARATION:** Students are expected to start the course with a vetted research project (e.g., MA or PhD level research thesis, project, qualifying paper, or term paper under revision for anticipated publication).

**TEXTBOOK**

Macaulay, Monica. 2011. *Surviving Linguistics*. Cascadilla Press.

**COURSE GRADING:**

- Presentations 40%
- Proposal and progress report 40%
- Literature review 20%

**MISC.**

All student requests for accommodations for their religious practices must be made in writing by the end of the first week of classes or no later than one week after a student adds a course.

Students requiring accommodations as a result of a disability must contact the **Centre for Accessible Learning** (778-782-3112 or [caladmin@sfu.ca](mailto:caladmin@sfu.ca)).

# Ling 880 Syllabus

## Advanced Linguistic Research for Professional Development

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### Course Basics

Time: xxx  
Place: xxx

---

### Instructor

Instructor: xxx  
Email: xxx  
Office: xxx  
Office hours: xxx

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### Course Details

#### Description

Designed to help students develop practical skills that will support their professional development as linguists, including writing research articles and preparing conference presentations, as well as critically evaluating and discussing influential works in the field. It is designed for second year students who are actively working on research projects, theses, and qualifying papers, so that they can share key literature related to their research and present their on-going work to benefit from the feedback of their cohort.

#### Format

This seminar course combines presentations, discussions, and activities that give you an opportunity to learn and apply new knowledge and skills and integrate course content with your own experiences. A **high level of engagement and participation is required**, and you will have the opportunity to shape and generate course content through your participation. Come prepared to engage in dialogue and engage with other course participants. Please complete the required readings in advance so you can fully benefit from the course activities.

#### Course Preparation

Students are expected to start the course with a vetted research project (e.g., MA or PhD level research thesis, project, qualifying paper, or term paper under revision for anticipated publication).

#### Textbook

Macaulay, Monica. 2011. *Surviving Linguistics*. Cascadilla Press.  
(see below for additional required readings)

#### Grading

This course will be graded based on successful completion of the assignments listed below.

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## Schedule (subject to revision)

Week	Topic	Assignments	Readings
1	Introductions		Macaulay, chapter 1
2	Situating yourself in the field of linguistics	Research proposal	Macaulay, chapter 2
3	Situating yourself, continued	Presentation #1	
4	Ethical issues in linguistics		Hudley et al. 2020; Leonard 2020
5	Research and writing in linguistics		Macaulay chapter 3; Berez-Kroeker et al. 2018
6	Research and writing, continued		Macaulay, chapters 4,5
7	Presenting your research		Macaulay, chapter 6
8	Collaboration and interdisciplinarity		Pullum 2009; Shulist 2013
9	Funding and publishing		Macaulay, chapter 7; Rooryck 2017
10	Dissertations and larger research projects		Macaulay, chapter 8
11	Careers in linguistics		Macaulay, chapter 9
12		Presentation #2	
13	Wrap-up and goodbyes	Progress report	

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## Assignments

### **Presentations (2 x 20% = 40%)**

You will present your ongoing research to the class twice during the semester. Presentation #1 will introduce your research question as well as your goals and questions for the semester. Presentation #2 will provide an update on your progress achieved throughout the term, and goals and questions going forward.

### **Research Proposal (20%) and Progress Report (20%) = 40%**

You will submit a research proposal in Week 2, and a written progress report in Week 13. These are the written equivalents of the presentations to the class. The progress report should include a draft of the work-in-progress along with a cover memo outlining progress achieved and a plan to complete remaining work on the project.

### **Literature Review (20%)**

You will present a summary and critical evaluation of a research article relevant to your own research project. Literature review presentations will be scheduled throughout the semester, and scheduling will be done in Week 1. You should select your article and share it with the other course participants at least 1 week in advance of your presentation. All course participants are expected to read the article you are reviewing.

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## Readings

In addition to the reading list below, you are required to read the textbook as well as research articles selected by your classmates for their literature review.

Berez-Kroeker, Andrea L., Gawne, Lauren, Kung, Susan Smythe, Kelly, Barbara F., Heston, Tyler, Holton, Gary, Pulsifer, Peter, Beaver, David I., Chelliah, Shobhana, Dubinsky, Stanley, Meier, Richard P.,



- Thieberger, Nick, Rice, Keren and Woodbury, Anthony C. 2018. Reproducible research in linguistics: A position statement on data citation and attribution in our field. *Linguistics* 56(1): pp. 1-18.
- Charity Hudley, Anne, Christine Mallinson, and Mary Bucholtz. 2020. Toward racial justice in linguistics: Interdisciplinary insights into theorizing race in the discipline and diversifying the profession. *Language* 96(4): pp. e200-e235.
- Leonard, Wesley. 2020. Insights from Native American Studies for theorizing race and racism in linguistics (Response to Charity Hudley, Mallinson, and Bucholtz). *Language* 96(4): pp. e281-e291.
- Pullum, Geoffrey K. 2009. Computational Linguistics and Generative Linguistics: The Triumph of Hope over Experience. *Proceedings of the EACL 2009 Workshop on the Interaction between Linguistics and Computational Linguistics*, pages 12–21.
- Rooryck, Johan. 2017. *Lingua to Glossa*. Blog Post: <https://www.rooryck.org/lingua-to-glossa>. (Review media coverage and correspondence as well, linked within).
- Shulist, Sarah. 2013. Collaborating on Language: Contrasting the Theory and Practice of Collaboration in Linguistics and Anthropology. *Collaborative Anthropologies* 6, pp. 1-29.



## MEMORANDUM

<b>ATTENTION:</b>	Senate Graduate Studies Committee
<b>FROM:</b>	Philippe Pasquier, Chair, FCAT Graduate Studies Committee
<b>RE:</b>	PUB Course Proposals
<b>DATE:</b>	August 2, 2022

FCAT GSC has voted to approve the following course proposal(s) at the FCAT GSC meeting that occurred on July 19, 2022:

### Publishing Program

- Course proposals:
  - PUB 890
  - PUB 891

Please add these items to the agenda of the upcoming SGSC meeting.

Yours sincerely,

Philippe Pasquier, Ph.D.  
Associate Dean, Academic, FCAT Chair  
FCAT Undergraduate Curriculum Committee

cc: Hannah McGregor, Graduate Studies Committee Chair, PUB

ra/PP

## MEMORANDUM

**ATTENTION:** Philippe Pasquier, Chair, FCAT GSC

**FROM:** Hannah McGregor, Graduate Program Chair, Publishing

**RE:** Master of Publishing New Course Proposals


**DATE:** July 19, 2022

On June 3, 2022, following a successful vote, John Maxwell, Director of Publishing, approved the following motion at the Publishing GSC meeting:

- That two new non-credit courses, PUB890 and PUB 891, be added to the Master of Publishing to formalize the existing professional development offerings

We look forward to processing these changes to improve clarity for our graduate students.

Sincerely,



Hannah McGregor  
Graduate Program Chair, Publishing



# New Graduate Course Proposal

Course Subject (eg. PSYC) <b>PUB</b>	Number (eg. 810) <b>890</b>	Units (eg. 4) <b>0</b>
Course title (max. 100 characters) <b>Professional Practices Seminar I</b>		
Short title (for enrollment/transcript - max. 30 characters) <b>Pro Seminar I</b>		
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description) <b>A non-credit course for Master of Publishing students that foregrounds professional skills in preparation for their professional placement semester. Includes visits with publishing professionals, as well as workshops on industry positions, CVs and cover letters, interview techniques, and topics of concern within the publishing industry (e.g. remote versus in-person work, mental health, etc.).</b>		
Rationale for introduction of this course <b>This course is intended to support students in developing their professional skills in anticipation of their professional placements and to formalize their interactions with the program's industry liaison. The creation of this course will formalize seminars run twice through SCORE funding.</b>		
Term of initial offering (eg. Fall 2019) <b>Summer 2023</b>	Course delivery (eg. 3 hrs/week for 13 weeks) <b>2 hours/week for 13 weeks</b>	
Frequency of offerings/year <b>once per year</b>	Estimated enrollment per offering <b>15-20</b>	
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses) <b>n/a</b>		
Prerequisite and/or Corequisite <b>n/a</b>		
Criminal record check required? <input type="checkbox"/> Yes <input type="checkbox"/> No if yes is selected, add this as prerequisite		Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Campus where course will be taught <input type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input checked="" type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input type="checkbox"/> Off campus		
Course Components * <input type="checkbox"/> Lecture <input checked="" type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input type="checkbox"/> Capstone <input type="checkbox"/> _____		
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete		
Repeat for credit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total repeats allowed? <b>n/a</b>	Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Capstone course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:		

\* See important definitions on the curriculum website.



## RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course The industry liaison (currently Suzanne Norman) will normally deliver this course.
Additional faculty members, space, and/or specialized equipment required in order to offer this course n/a

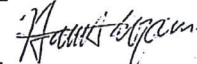
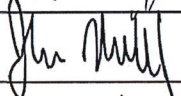
## CONTACT PERSON

Academic Unit / Program Publishing	Name (typically, Graduate Program Chair) Hannah McGregor	Email hannah_mcgregor@sfu.ca
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## ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

Graduate Program Committee Hannah McGregor	Signature 	Date July 19, 2022
Department Chair John Maxwell	Signature 	Date Aug 30, 2022

## FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

Overlap check done?  YES

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Philippe Pasquier	Signature 	Date Aug 30, 2022
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

## SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date October 4 2022
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### ADMINISTRATIVE SECTION (for DGS office only)

Library Check: \_\_\_\_\_  
 Course Attribute: \_\_\_\_\_  
 Course Attribute Value: \_\_\_\_\_  
 Instruction Mode: \_\_\_\_\_  
 Attendance Type: \_\_\_\_\_

If different from regular units:  
 Academic Progress Units: \_\_\_\_\_  
 Financial Aid Progress Units: \_\_\_\_\_

# New Graduate Course Proposal

Course Subject (eg. PSYC) <b>PUB</b>	Number (eg. 810) <b>891</b>	Units (eg. 4) <b>0</b>
Course title (max. 100 characters) <b>Professional Practices Seminar II</b>		
Short title (for enrollment/transcript - max. 30 characters) <b>Pro Seminar II</b>		
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description) <b>A non-credit course for Master of Publishing students that foregrounds professional skills in preparation for their professional placement semester. Includes visits with publishing professionals, as well as workshops on industry positions, CVs and cover letters, interview techniques, and topics of concern within the publishing industry (e.g. remote versus in-person work, mental health, etc.).</b>		
Rationale for introduction of this course <b>A continuation of PUB890, this course is intended to support students in developing their professional skills in anticipation of their professional placements and to formalize their interactions with the program's industry liaison.</b>		
Term of initial offering (eg. Fall 2019) <b>Summer 2023</b>	Course delivery (eg. 3 hrs/week for 13 weeks) <b>2 hrs/week for 13 weeks</b>	
Frequency of offerings/year <b>once per year</b>	Estimated enrollment per offering <b>15-20</b>	
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses) <b>n/a</b>		
Prerequisite and/or Corequisite <b>Prerequisite: PUB 890</b>		
Criminal record check required? <input type="checkbox"/> Yes if yes is selected, add this as prerequisite		Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Campus where course will be taught <input type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input checked="" type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input type="checkbox"/> Off campus		
Course Components * <input type="checkbox"/> Lecture <input checked="" type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input type="checkbox"/> Capstone <input type="checkbox"/> _____		
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete		
Repeat for credit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total repeats allowed? <b>n/a</b>	Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Capstone course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:		

\* See important definitions on the curriculum website.



## RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course The industry liaison (currently Suzanne Norman) will normally deliver this course.
Additional faculty members, space, and/or specialized equipment required in order to offer this course n/a

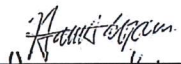
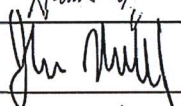
## CONTACT PERSON

Academic Unit / Program Publishing	Name (typically, Graduate Program Chair) Hannah McGregor	Email hannah_mcgregor@sfu.ca
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## ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

Graduate Program Committee Hannah McGregor	Signature 	Date July 19, 2022
Department Chair John Maxwell	Signature 	Date Aug 30, 2022

## FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content


Overlap check done?  YES

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Philippe Pasquier	Signature 	Date Aug 30, 2022
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

## SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date October 4 2022
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### ADMINISTRATIVE SECTION (for DGS office only)

Library Check: \_\_\_\_\_  
 Course Attribute: \_\_\_\_\_  
 Course Attribute Value: \_\_\_\_\_  
 Instruction Mode: \_\_\_\_\_  
 Attendance Type: \_\_\_\_\_

If different from regular units:  
 Academic Progress Units: \_\_\_\_\_  
 Financial Aid Progress Units: \_\_\_\_\_

**MEMORANDUM**

**ATTENTION** Senate Graduate Studies Committee      **DATE** August 12, 2022  
**FROM** Michael Silverman, Associate Dean of Research and Graduate Studies      **PAGES** 1  
**RE:** MBB graduate program changes

The following changes have been approved by the Faculty of Sciences and are forwarded to the Senate Graduate Studies Committee for approval. These curriculum items should be effective for Summer 2023. Please include them on the next SGSC agenda.

*Department of Molecular Biology and Biochemistry*~~1. PHD GRADUATE PROGRAM CHANGES~~~~Changes to course units and course requirements – Addition of MBB 803~~~~2. MSC GRADUATE PROGRAM CHANGES~~~~Changes to course requirements – Addition of MBB 803~~~~3. GRADUATE COURSE CHANGES~~~~a. MBB 801: Student Seminar in Molecular Biology and Biochemistry – title and description~~~~b. MBB 806: PhD Graduate Research Candidacy Examination – description~~

## 4. NEW GRADUATE COURSE PROPOSAL

MBB 803: MBB Department Seminar Series (form and outline attached)



Michael A. Silverman, Ph.D.  
Faculty Graduate Chair



# MOLECULAR BIOLOGY AND BIOCHEMISTRY

## Memorandum

**To:** Mary-Catherine Kropinski, Associate Dean  
of Graduate Studies, Faculty of Science

**Re:** PhD & MSc Program Changes;  
Graduate Course Changes – MBB 801, 806; New  
Graduate Course – MBB 803

**From:** Christopher Beh, MBB Graduate  
Program Chair

**Date:** May 5, 2022

We are requesting approval of the following:

1. ~~PHD GRADUATE PROGRAM CHANGES~~

~~Changes to course units and course requirements (form attached)~~

2. ~~MSc GRADUATE PROGRAM CHANGES~~

~~Changes to course requirements (form attached)~~

3. ~~GRADUATE COURSE CHANGES~~

a. ~~MBB 804: Student Seminar in Molecular Biology and Biochemistry – title  
and description (form attached)~~

b. ~~MBB 806: PhD Graduate Research Candidacy Examination – description  
(form attached)~~

4. NEW GRADUATE COURSE PROPOSAL

a. MBB 803: MBB Department Seminar Series (form and outline attached)

We were hoping these changes can be submitted to Grad Studies for their next  
deadline of May 11, 2022 at noon.

Sincerely,



Dr. C.T. Beh

# New Graduate Course Proposal

Course Subject (eg. PSYC) <b>MBB</b>	Number (eg. 810) <b>803</b>	Units (eg. 4) <b>1</b>
Course title (max. 100 characters) <b>MBB Department Seminar Series</b>		
Short title (for enrollment/transcript - max. 30 characters) <b>MBB Dept Seminar Series</b>		
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description) <b>In accompaniment with the weekly MBB Departmental seminar series, students will read relevant literature from the speaker's laboratory to participate in the scientific discussion that follows each seminar. Approaches for providing effective seminar presentations will also be discussed. Students must take MBB 803 twice, in two consecutive offerings, at the first opportunity in the MBB Graduate program (Fall and Spring or Spring and Fall).</b>		
Rationale for introduction of this course <b>This course provides new graduate students with the intellectual tools required to: (1) meaningfully participate in Departmental seminars; (2) independently learn and understand broad scientific topics; (3) confidently engage in scientific debate at an expert level. See additional rationale attached</b>		
Term of initial offering (eg. Fall 2019) <b>Summer 2023</b>	Course delivery (eg. 3 hrs/week for 13 weeks) <b>1 hr/week for 13 weeks</b>	
Frequency of offerings/year <b>2 times</b>	Estimated enrollment per offering <b>10</b>	
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses) <b>None</b>		
Prerequisite and/or Corequisite <b>None</b>		
Criminal record check required? <input type="checkbox"/> Yes if yes is selected, add this as prerequisite		Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Campus where course will be taught <input checked="" type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input type="checkbox"/> Off campus		
Course Components * <input type="checkbox"/> Lecture <input checked="" type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input type="checkbox"/> Capstone <input type="checkbox"/> _____		
Grading Basis <input checked="" type="checkbox"/> Letter grades <input type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete		
Repeat for credit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Total repeats allowed? <b>1 - required</b>	Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final exam required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Capstone course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:		

\* See important definitions on the curriculum website.

## RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course All MBB Research Faculty are qualified to teach this course.
Additional faculty members, space, and/or specialized equipment required in order to offer this course


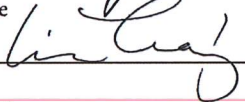
## CONTACT PERSON

Academic Unit / Program MBB	Name (typically, Graduate Program Chair) Christopher Beh	Email ctbeh@sfu.ca
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## ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign


Graduate Program Committee Christopher Beh	Signature 	Date May 3, 2022
Department Chair Lisa Craig	Signature 	Date May 5, 2022

## FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

Overlap check done?  YES

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Michael Silverman	Signature 	Date 8.12.2022
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

## SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date October 4 2022
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### ADMINISTRATIVE SECTION (for DGS office only)

Library Check: \_\_\_\_\_  
 Course Attribute: \_\_\_\_\_  
 Course Attribute Value: \_\_\_\_\_  
 Instruction Mode: \_\_\_\_\_  
 Attendance Type: \_\_\_\_\_

If different from regular units:  
 Academic Progress Units: \_\_\_\_\_  
 Financial Aid Progress Units: \_\_\_\_\_



## FALL 2022 OR SPRING 2023 - MBB 803-1 G100

### MBB DEPARTMENT SEMINAR SERIES

*Delivery Method: In Person*

## Overview

- **INSTRUCTOR:**  
A professor as determined by the Department Chair.

## Description

### **CALENDAR DESCRIPTION:**

In accompaniment with the weekly MBB Departmental seminar series, students will read relevant literature from the speaker's laboratory to participate in the scientific discussion that follows each seminar. Approaches for providing effective seminar presentations will also be discussed. Students must enrol in this mandatory course for the first Fall and Spring (or Spring and Fall) terms of enrolment in the MBB graduate program.

### **COURSE DETAILS:**

Several days prior to each weekly MBB Departmental seminar, a class will be held in which selected student/s will give a 20-minute presentation based on the research of that week's seminar speaker. By exploring the seminar speaker's recent papers and other information about the seminar speaker's lab, an overview of the topic and research of a weekly seminar speaker will be presented by each student once during the period of the 2 courses. The presentation will provide a general introduction to the upcoming seminar topic, discuss related research hypotheses and models, and describe details of any techniques with which the student group might be unfamiliar. To encourage diverse knowledge, students will select seminar topics that do not overlap with their own thesis or lab research. In addition, prior to each Department seminar, every student will write two potential questions that might be asked of the seminar speaker. Prior to each class, the questions will be submitted to the instructor for discussion during class time. During each class, students will also discuss and critique the previous week's seminar to debate what makes for a clear and effective seminar. Each student will ask 1 question of a speaker at the MBB Department seminar. The objective of the course is for students to learn how to critically read the scientific literature and how to give clear oral presentations, and how to engage in scientific discussion.



# Grading

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Grading will be based on:

1. attendance (class period and MBB Department seminars) attendance is mandatory
2. the quality and clarity of the questions submitted by students each week
3. participation in weekly class discussions.
4. questions asked of MBB Department seminar speakers (1 per semester)
5. presentation of seminar speaker's research topic and papers (once per two semesters)

## ***REQUIREMENTS:***

Mandatory for all new graduate students enrolled in the MBB graduate program. MBB 803-1 must be taken twice within the first year of graduate studies in the MBB Department.

# Materials

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## ***REQUIRED READING:***

Primary literature based on the research of each weekly MBB Department seminar speaker

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