SFU **GRADUATE STUDIES AND POSTDOCTORAL FELLOWS**

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MEMORANDUM

ATTENTION	Senate	**DATE**	June 23, 2016
FROM	Wade Parkhouse, Dean of Graduate Studies	**No.**	GS2016.02
RE:	Faculty of Environment		

For information:

Acting under delegated authority at its meeting of February 1, 2016, SGSC approved the following new course, effective **Spring 2017**.

Faculty of Environment

Department of Archaeology

New course: ARCH 591

FACULTY OF ENVIRONMENT

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MEMORANDUM

ATTENTION	Wade Parkhouse, DGS	DATE	January 14, 2016
FROM	Sean Markey, FEnv Associate Dean	PAGES	1/1
RE:	Professional Certificate in Heritage Resource Management		

Dear Wade,

Attached, please find a proposal for a new course, ARCH 591 Directed Studies in Heritage Resource Management. The course received unanimous support from the Faculty of Environment Graduate Program Committee.

ARCH 591 will complement the four required courses in Archaeology's Heritage Resource Management program.

Thank you.

Best,
Sean

SIMON FRASER UNIVERSITY
GRADUATE STUDIES & POSTDOCTORAL FELLOWS

New Graduate Course Proposal

Please save the form before filling it out to ensure that the information will be saved properly.

Course Subject (eg. PSYC)	ARCH	Number (eg. 810)	591	Units (eg. 4)	5

Course title (max 100 characters including spaces and punctuation)
Directed Study in Heritage Resource Management

Short title (for enrollment/transcript – max 30 characters)
Directed Study

Course description for SFU Calendar *
Directed study in heritage resource management under the supervision of a faculty member.

Rationale for introduction of this course
ARCH 591 will complement the four required courses in SFU Archaeology's Professional HRM Program. Students who are unable to participate in online course delivery may complete HRM Program course requirements by taking ARCH 591, with the permission of the HRM Program director.

Effective term and year ~~Fall 2016~~ _Spring 2017_	Course delivery (eg 3 hrs/week for 13 weeks) 5 hours per week for 13 weeks
Frequency of offerings/year As needed	Estimated enrollment/offering Two students per term

Equivalent courses (These are previously approved courses that replicate the content of this course to such an extent that students should not receive credit for both courses.)
None

Prerequisite and/or Corequisite **
Prerequisite: 10 units, consent of supervising faculty member, and approval of the director of the HRM program

Criminal record check required? ☐ Yes ☑ No If yes, then add this requirement as a prerequisite.

Campus where course will be taught ☐ Burnaby ☐ Surrey ☐ Vancouver ☐ Great Northern Way ☑ Off campus

Course Components ☐ Lecture ☐ Seminar ☐ Lab ☑ Research ☐ Practicum ☐ Online ☐ _____

Grading Basis ☑ Letter grades ☐ Satisfactory/Unsatisfactory ☐ In Progress/Complete	Capstone course? ☐ Yes ☑ No
Repeat for credit? *** ☑ Yes ☐ No Total completions allowed? __2__	Repeat within a term? ☐ Yes ☑ No
Required course? ☐ Yes ☑ No Final exam required? ☐ Yes ☑ No	Additional course fees? ☐ Yes ☑ No

Combined with an undergrad course? ☐ Yes ☑ No If yes, identify which undergraduate course and what the additional course requirements are for graduate students:

* 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.
** If a course is only available to students in a particular program, that should be stated in the prerequisite.
*** This mainly applies to a Special Topics or Directed Readings course.

▰▶ RESOURCES

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

Faculty member(s) who will normally teach this course
John R. Welch, David V. Burley

Additional faculty members, space, and/or specialized equipment required in order to offer this course
None

▰▶ CONTACT PERSON

Department / School / Program	Contact name	Contact email
Archaeology	John R. Welch	welch@sfu.ca

▰▶ DEPARTMENTAL APPROVAL

REMINDER: New courses must be identified on a cover memo and confirmed as approved when submitted to FGSC/SGSC. Remember to also include the course outline.

Non-departmentalized faculties need not sign

Department Graduate Program Committee	Signature Dana Lepofsky	Date Feb 4 2016
Department Chair	Signature David Burley	Date Feb 10 2016

▰▶ LIBRARY REVIEW

Library review done? ☑ YES

> Course form, outline, and reading list must be sent by FGSC to lib-courseassessment@sfu.ca for a review of library resources.

▰▶ OVERLAP CHECK

Overlap check done? ☑ YES ☐ N/A

> 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. An overlap check is not required for some courses (ie. Special Topics, Capstone, etc.)

▰▶ FACULTY APPROVAL

This approval indicates that all the necessary course content and overlap concerns have been resolved, and that the Faculty/Department commits to providing the required Library funds and any other necessary resources.

Faculty Graduate Studies Committee (FGSC)	Signature	Date
Sean Markey		Feb 9 2016
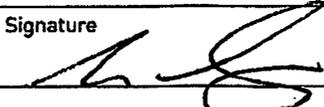
▰▶ SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee (SGSC)	Signature	Date
W Parkhouse	W Parkhouse	Feb 16 2016

ADMINISTRATIVE SECTION (for DGS office only)

Course Attribute: _____

Course Attribute Value: _____

Instruction Mode: _____

Attendance Type: _____

If different from regular units:

Academic Progress Units: _____

Financial Aid Progress Units: _____