SFU GRADUATE AND POSTDOCTORAL STUDIES

MEMORANDUM

ATTENTION	**Senate**	**DATE**	January 18, 2018
FROM	Jeff Derksen, Chair of Senate Graduate Studies Committee		
RE:	2017 Annual Report of SGSC		

I am pleased to submit the 2017 Senate Graduate Studies Committee Annual Report.

The Senate Graduate Studies Committee is charged by Senate with the following terms of reference:

1. *To maintain the academic standards established by Senate.*
2. *To review and make recommendations to Senate concerning new graduate programs.*
3. *To review and make recommendations to Senate concerning major changes to graduate programs.*
4. *To review and approve all proposed new graduate courses, course deletions, and minor changes to programs. These changes shall be reported to Senate in summary form.*
5. *To administer, review and make recommendations to Senate concerning Graduate General Regulations.*
6. *To consider matters concerning Graduate Studies referred to the Committee, and to make recommendations to the appropriate bodies.*
7. *To consider and decide on policy recommendations concerning graduate course registration, course and program withdrawal procedures, and on the administration of graduate records.*

This report covers the period of January 1, 2017 to December 31, 2017, during which SGSC held eight meetings.

The Senate Graduate Studies Committee has two subcommittees: SGSC Appeal subcommittee (Unsatisfactory Progress under GGR 1.8.2), and the SGSC subcommittee Special Arrangements Steering Committee (Special Arrangements Graduate Program).

Discussions on graduate education

SGSC discussed various issues pertaining to program capstones and institutional practices, tuition policies, reshaping graduate student experience and graduate education, part-time studies and supervisory practices across disciplines. The creation of surveys to gather statistical data on graduate programs was also discussed. SGSC recommended that policies and guidelines on concurrent courses, supervision and graduate student financing are created in the future.

SGSC reviewed, recommended, approved and submitted to Senate curriculum changes related to the addition, deletion and modification of programs and courses, as well as revisions to regulations.

Revisions to Policies and Programs
   a) Graduate General Regulations:
      - GGR 1.2 Administration of Graduate Studies
      - GGR 1.4.3 Continuity of Enrollment
      - GGR 1.4.6 Course Audit
      - GGR 1.4.9 Readmission
      - GGR 1.5.1 Normal Grading System
      - GGR 1.5.6 FD Notation
      - GGR 1.5.8 Student's Record after Awarding Degree
      - GGR 1.8.2 Review of Unsatisfactory Progress
      - GGR 1.8.3 Withdrawal from Courses and from the University
      - GGR 1.9.2 Preparation for Examination of Master's Thesis
   b) FAS: GDip, Professional MSc in Computer Science
   c) FASS: URB (Grad Diploma, MA), HIST (MA, PhD), IS (MA), MPP, ECON (MA, PhD), POL (MA, PhD)
   d) BUS: MBA, MOT MBA
   e) FCAT: IAT (MA, PhD)
   f) FENV: ECO (MSc)
   g) SCI: EASC (MSc, PhD), BPK (MSc, PhD)
   h) EDUC: MA, MEd, MSc, PhD, EdD, Cert

New programs approved and recommended
FASS: MA in the Linguistics of a First Nations Language CSAR

Curriculum Changes Approved

Program Changes	New Courses	Courses Changed	Courses Temporarily Withdrawn	Courses Reinstated	Courses Deleted
55	63	56	24	4	102

Graduate admissions, enrollments and credentials awarded
The number of graduate applications and offers remained stable in 2016/17. Graduate enrollments as a whole has increased by 3 % from 4066 students in 2015/2016 to 4194 in 2016/2017. Master's credentials has slightly increased from 1027 to 1043 while the number of doctoral credentials awarded remained the same.

Graduate Admissions (per academic year)	13/14	14/15	15/16	16/17
Applications	5541	6004	6108	6138
Offers	2245	2351	2469	2541
Accepted offers	1777	1862	2007	2009
New Enrollments	1499	1611	1719	1753

Enrollments (per academic year)	13/14	14/15	15/16	16/17
Total*	4122	4039	4066	4194
Degree**	3461	3505	3478	3574

*Total headcount of all graduate students (degree, certificate, diploma, exchange and qualifying)

** Total headcount of master's and doctoral students

Credentials Awarded (per calendar year)	2014	2015	2016	2017
Masters (M)	917	1033	1027	1043
Doctoral (D)	183	203	187	187
Total (including certificates and diplomas)	1226	1310	1342	1375

SGSC Appeals Subcommittee
There were 2 appeals in 2017.

SGSC Special Arrangements Steering Committee
In 2017, seven students were admitted to the Special Arrangements program. At the end of 2017, 25 students remained registered in this program.

SGSC members during 2017 were:

- W. Parkhouse, Chair (Dean and Associate Provost of Graduate and Postdoctoral Studies)
- J. Derksen, Chair (Dean and Associate Provost of Graduate and Postdoctoral Studies; Associate Dean, Graduate and Postdoctoral Studies)
- P. Liljedahl, Associate Dean, Graduate and Postdoctoral Studies; Associate Dean, Graduate Studies in Education
- E. Park, Associate Dean, Graduate and Postdoctoral Studies
- F. Beg, Chair FGSC, Applied Sciences
- L. Shapiro, Chair FGSC, Arts and Social Sciences
- I. McCarthy, A. Gemino Chair(s) FGSC, Business
- Z. Druick, S. Poyntz, Chair(s) FGSC, Communication, Art and Technology
- S. Bullock, Associate Dean, Graduate Studies in Education
- D. Yang, Chair FGSC, Environment
- S. Smith, Associate Dean, Health Sciences
- P. Ruben, Chair FGSC, Science
- C. Turpin, GSS Executive Representative
- M. Pope, Director Graduate Records
- S. Gair, Associate Director, Admissions & Records
- N. White, University Librarian designate
- H. Celinski, C. Singh, B. Habash, M. Roberts, S. Lord Ferguson, E. Hogg, K. Hegeman, N. de Weers, Graduate Students
- K. Gerlich-Fitzgerald, Coordinator, Graduate Academic Programs Policy & Curriculum (non-voting)
- M. Trotto, S. MacDonald, D. Babeshko, Recording Secretary (non-voting)