




vpacad@sfu.ca  
 www.sfu.ca/vpacademic  
 TEL: 778.782.3925  
 FAX: 778.782.5876

8888 University Drive  
 Burnaby, BC  
 Canada V5A 1S6

---

**MEMORANDUM**

	<b>ATTENTION</b> Senate	<b>DATE</b> December 6, 2023
	<b>FROM</b> Dilson Rassier, Provost and Vice-President Academic, and Chair, SCUP	<b>PAGES</b> 1
	<b>RE:</b> Program Suspension for the Graduate Certificate and Master of Arts, Heritage Resource Management (SCUP 23-44)	

---

At its meeting on December 6, 2023, SCUP reviewed and approved the Program Suspensions for the Graduate Certificate and Master of Arts, Heritage Resource Management, in the School of Archeology within the Faculty of Environment.

**Motion:** That Senate approve and recommend to the Board of Governors the Program Suspensions for the Graduate Certificate and Master of Arts, Heritage Resource Management effective Summer 2024.

Faculty of Environment  
 Department of Archeology  
 Program suspension: Heritage Resource Management Graduate Certificate  
 Program suspension: Heritage Resource Management Master of Arts

C: Christina Giovas  
 Mary O'Brien



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 Committee on  
University Priorities (SCUP)  
**FROM** Mary O'Brien,  
Chair of Senate Graduate  
Studies Committee (SGSC)  
**RE:** Program suspension

**DATE** November 16, 2023

---

**For information:** At its meeting on November 7<sup>th</sup>, 2023, the SGSC approved the following program changes, effective **SUMMER 2024**:

**Motion:**

That SCUP approve and recommend to Senate the Program Suspensions for the Graduate Certificate and Master of Arts, Heritage Resource Management.

Faculty of Environment

**Department of Archeology**

Program suspension: Heritage Resource Management Graduate Certificate

Program suspension: Heritage Resource Management Master of Arts

October 9, 2023

To: Senate Graduate Studies Committee (SGSC)

The Faculty of Environment Graduate Studies Committee approves the following graduate program revisions proposed by the Department of Archaeology.

1. Suspension of admission for Heritage Resource Management master's and graduate certificate programs.
2. ~~New courses: ARCH 886, ARCH 887~~
3. ~~Program Changes for Master of Arts in Archaeology.~~
4. ~~Program Changes for Doctor of Philosophy in Archaeology.~~
5. ~~New Program: Graduate Certificate in Archaeology.~~

Details of the proposed changes are included the accompanying package from Dana Lepofsky, Archaeology Graduate Program Chair.

Please include this item on the SGSC agenda for November 7, 2023.

Sincerely,



Christina Giovas  
Associate Dean, Research and Graduate Studies  
Faculty of Environment

Associate Professor  
Department of Archaeology  
P: 778 782 906 | E: [fenv\\_adr@sfu.ca](mailto:fenv_adr@sfu.ca)



**DEPARTMENT OF ARCHAEOLOGY**  
MEMORANDUM

---

**To:** Christina Giovas, Associate Dean, Research and Graduate Studies, Faculty of Environment

**From:** Dana Lepofsky

**Re:** Graduate Program Changes, Department of Archaeology

**Date:** September 26, 2023

---

The following program changes have been approved by the Department of Archaeology and are forwarded to the Faculty of Environment for approval. These curriculum items should be effective for Summer 2024. Please include them on the next SGSC agenda.

*Department of Archaeology*

*Suspension of admission for Heritage Resource Management master's and graduate certificate programs.*

~~New courses: ARCH 886, ARCH 887~~

~~Program Changes for Master of Arts in Archaeology.~~

~~Program Changes for Doctor of Philosophy in Archaeology.~~

~~New Program: Graduate Certificate in Archaeology.~~

---

Dana Lepofsky, Graduate Chair, Professor, Department of Archaeology

cc: File

## Proposal to Suspend Admissions to a Program

1. All impacted credentials, levels and categories of the degree, and specific discipline or field of study

Heritage Resource Management Masters and Graduate Certificate

2. Location of the program

Online

3. Faculty(ies), Department(s), or School(s) offering the program

Department of Archaeology, Faculty of Environment

4. Proposed date for suspension

~~Fall 2023~~ **SUMMER 2024**

5. Reasons for suspension of admissions, such as:

Lack of enrollment demand for the professional program means that we have insufficient resources to continue paying for sessional instructors or temporary faculty appointments as required to teach the courses that are outside of regular course load for our faculty. We require 7-8 students at minimum, and for Fall 2022 there were only 2 who decided to accept admission and continue in the program after the first month. This program has previously suspended admissions in 2018 due to lack of enrollment.

6. Plan for suspension, including:

The students currently in the program currently have active supervisors within the department. **They have all completed the required coursework and will either complete their master's thesis and defend, or transfer and complete with the graduate certificate.**

The program instructors and program director are aware that we cannot admit a cohort and run the program for ~~Fall 2023~~. This has been disseminated by email, as well as during faculty meetings. **Summer 2024**

The Dean of Environment is also aware. The recommendation to suspend admissions came from **the Dean's office.**

7. Draft Calendar entry detailing suspension of admissions to the program

Attached

8. Program Contact;

Naomi Krogman, Dean of Environment, [envdean@sfu.ca](mailto:envdean@sfu.ca), 778 782-8797

# Heritage Resource Management

Master of Arts

***Admission to this program has been suspended effective Summer 2024***

The master's in heritage resource management (HRM) is a professional graduate program that prepares HRM archaeologists to integrate ethical, legal, business, and research priorities in pursuit of desired futures for treasured legacies from diverse pasts. In addition to the thesis, the program consists of an orientation on the Burnaby campus and four online courses that provide intensive preparation in the essential dimensions of HRM archaeology:

- law and policy
- ethics and practice
- business management
- and research design and methods

For further information, visit <https://www.sfu.ca/archaeology/prospective-students/prospective-hrm/hrm-overview.html>.

## Admission Requirements

Applicants must satisfy the University admission requirements as stated in [Graduate General Regulations 1.3](#) in the SFU calendar. Applications to the program will be accepted from candidates who:

- Hold a bachelor's degree (or equivalent) in anthropology, archaeology, museum studies, planning, or a related field;
- Obtained a cumulative undergraduate GPA of at least 3.0;
- Professional experience working in heritage resource management or a related field, including at least some experience in lab work, field work, planning and consultation, and project and budget management. 1-2 years of professional employment are recommended.
- The archaeology graduate admissions committee may offer, at its discretion, MA admission to exceptional students without an undergraduate degree in archaeology, anthropology, or a related field. Minimally we require demonstrated competence in field archaeology or a cognate domain of professional practice in heritage resource management.
- Students who do not have the proper background in heritage resource management are advised to obtain this background through participation in heritage resource management activities and programs, especially heritage site identification, significance assessment, and impact avoidance or reduction.

- Students may transfer from the HRM graduate certificate to the HRM master's following the completion of ARCH 531 and ARCH 541 with a minimum GPA of 3.0 and the approval of the HRM program director.

## Program Requirements

This program consists of a cohort orientation program on the Burnaby campus, course requirements and a thesis for a minimum of 38 units.

Students complete all of

[ARCH 531 - HRM Law and Policy \(5\)](#)

[ARCH 541 - HRM Professional Practice and Ethics \(5\)](#)

[ARCH 551 - HRM Business Management \(5\)](#)

[ARCH 561 - HRM Archaeological Research Design and Methods \(5\)](#)

and a thesis

[ARCH 898 - MA Thesis \(18\)](#)

## Program Length

Students are expected to complete the program requirements in six terms.

## Other Information

### Course Work

Students who have completed the HRM graduate certificate will receive 10 units of advance credit for course work already completed, and are required to complete 10 additional units of graduate course work and a thesis for a minimum of 38 units. The additional units will include ARCH 591, or comparable course work, as approved by the HRM director.

### Thesis

After completion of the four required courses, students advance to candidacy and complete and defend the thesis. The defence topic should be the thesis itself and related matters. It should be focused on problem-oriented research in the heritage resource management field, involving the conceptualization of an archaeological problem, and the collection, analysis, interpretation and presentation of data.

## Academic Requirements within the Graduate General Regulations

All graduate students must satisfy the academic requirements that are specified in the [graduate general regulations](#), as well as the specific requirements for the program in which they are enrolled.



# Heritage Resource Management

Graduate Certificate

*Admission to this program has been suspended effective Summer 2024*

The graduate certificate in heritage resource management (HRM) is a professional graduate program that prepares HRM archaeologists to integrate ethical, legal, business, and research priorities in pursuit of desired futures for treasured legacies from diverse pasts. The program consists of an orientation on the Burnaby campus and four online courses that provide intensive preparation in the essential dimensions of HRM archaeology:

- law and policy
- ethics and practice
- business and management
- and research design and methods

For further information, visit <https://www.sfu.ca/archaeology/prospective-students/prospective-hrm/hrm-overview.html>.

## Admission Requirements

Applicants must satisfy the University admission requirements as stated in [Graduate General Regulations 1.3](#) in the SFU calendar. Applications to the program will be accepted from candidates who:

- Hold a bachelor's degree (or equivalent) in anthropology, archaeology, museum studies, planning, or a related field;
- Obtained a cumulative undergraduate GPA of at least 2.5;
- Professional experience working in heritage resource management or a related field, including at least some experience in lab work, field work, planning and consultation, and project and budget management. 1-2 years of professional employment are recommended.

## Program Requirements

This program consists of course requirements for a minimum of 20 units. Students complete all of

[ARCH 531 - HRM Law and Policy \[5\]](#)

[ARCH 541 - HRM Professional Practice and Ethics \[5\]](#)

[ARCH 551 - HRM Business Management \(5\)](#)

[ARCH 561 - HRM Archaeological Research Design and Methods \(5\)](#)

## Program Length

Students are expected to complete the program requirements in two terms.

## Other Information

The certificate will be awarded to students who participate in the cohort orientation and complete the four required courses within three years of enrollment with a minimum CGPA of 3.0.

### Transfer to Master's Program

Students may transfer from the HRM graduate certificate to the HRM master's following the completion of ARCH 531 and ARCH 541 with a minimum CGPA of 3.3 and the approval of the HRM program director.

## Academic Requirements within the Graduate General Regulations

All graduate students must satisfy the academic requirements that are specified in the [graduate general regulations](#), as well as the specific requirements for the program in which they are enrolled.