



GRADUATE STUDIES AND  
POSTDOCTORAL FELLOWS

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MEMORANDUM

ATTENTION Senate  
FROM Wade Parkhouse, Chair of Senate  
Graduate Studies Committee  
RE: 2015 Annual Report of SGSC

DATE February 18, 2016  
No. GS2016.04

I am pleased to submit to Senate the 2015 Annual Report of the Senate Graduate Studies Committee (SGSC).

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, 2015 to December 31, 2015, during which SGSC held nine 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).

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 1.3.11 Application to Complete a Second Master's or Doctoral Degree
  - GGR 1.3.11a Application to Complete a Non-joint Concurrent Graduate Degree

- GGR 1.4.2 Enrolment
  - GGR 1.4.3 Continuity of Enrolment
  - GGR 1.4.4 Enrolment Requirements
  - GGR 1.4.8 Reactivation
  - GGR 1.4.9 Readmission
  - GGR 1.5.1 Normal Grading System
  - GGR 1.6.3 Senior Supervisor
  - GGR 1.6.4 Supervisory Committee
  - GGR 1.7 Program Requirements
  - GGR 1.7.3 Residence Requirement for the Doctoral Degree
  - GGR 1.7.6 Courses in Master's and Doctoral Programs
  - GGR 1.8.4 Application to go on Leave
  - GGR 1.8.5 Extended Leave of Absence
  - GGR 1.9.1 Examining Committee for a Master's Degree Candidate
  - GGR 1.9.3 Examining Committee for a Doctoral Thesis
  - GGR 1.9.4 Preparation for Examination of Doctoral Thesis
  - GGR 1.9.5 The Role of the External Examiner
  - GGR 1.9.6 Notification of Doctoral Thesis Examination
  - GGR 1.12 Maximum Time for Completion and Readmission
  - GGR 1.12.1 Time Limits
  - GGR 1.12.2 Extensions
- b) FAS: ENSC (MAsc, MEng), CMPT (MSc in Big Data)
- c) FASS: ECON (MA, PhD), IS (MA), LING (MA), GERO (MA)
- d) BUS: MSc in Finance, MBA, MOT, EMBA
- e) FCAT: SIAT (MA, MSc, PhD)
- f) EDUC: Counselling Psychology (MA, M.Ed.) Mathematics Education (PhD), Languages, Cultures and Literacies (PhD), Arts Education (MA, M.Ed.)
- g) FENV: REM (MRM, MRM (Planning), PhD)
- h) HSCI: MPH
- i) SCI: STAT (MSc), ACMA (MSc), BPK (MSc, PhD), MBB (MSc, PhD)

New programs approved and recommended

FAS: Professional MEng in Mechatronic Product Realization (Cohort Special Arrangement)

FCAT: MA in Comparative Media Arts (Full Program Proposal)

FENV: MA in Heritage Resource Management (Cohort Special Arrangement)

Curriculum Changes Approved

Program Changes	New Courses	Courses Changed	Courses Temporarily Withdrawn	Courses Reinstated	Courses Deleted
36	24	51	36	4	4

Graduate admissions, enrolments and credentials awarded

The number of graduate applications increased slightly in 2014/15 while offers remained stable. Graduate enrolments as a whole remained stable from 4364 students in 2013/2014 to 4330 in 2014/2015. Credentials awarded include 984 master's degrees and 202 PhD/EdD, which is an

increase of 4% in master's degrees and an increase of 13% in doctorate degrees awarded from last year.

<b>Graduate Admissions</b>	<b>11/12</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>
Applications	5701	5552	5214	5525
Offers	2230	2289	2333	2377
Accepted offers	1868	1875	1844	1937
New Enrolments	1672	1652	1621	1732

<b>Enrolments</b>	<b>11/12</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>
<b>Total*</b>	4439	4403	4364	4330
<b>Degree**</b>	3719	3759	3803	3524

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

\*\* Total headcount of master's and doctoral students

<b>Credentials Awarded</b>	<b>11/12</b>	<b>12/13</b>	<b>13/14</b>	<b>14/15</b>
<b>Masters (M)</b>	1073	1015	948	984
<b>Doctoral (D)</b>	150	175	179	202
<b>Total (M&amp;D)</b>	1223	1190	1127	1186

#### SGSC Appeals Subcommittee

There were no appeals in 2015.

#### SGSC Special Arrangements Steering Committee

In 2015, five students were admitted to the Special Arrangements program and three successfully defended. At the end of 2015, 17 students remained registered in this program.

SGSC members during 2015 were:

W. Parkhouse, Chair (Dean of Graduate Studies)  
M-E Kelm, P. Liljedahl, G. Agnes, Associate Dean(s) Graduate Studies (ex officio)  
U. Glasser, F. Beg, Chair FGSC, Applied Sciences  
L. Shapiro, Chair FGSC, Arts and Social Sciences  
I. McCarthy, Chair FGSC, Business  
Z. Druick, Chair FGSC, Communication, Art and Technology  
P. Winne, Associate Dean, Graduate Studies and Research, Education  
S. Markey, Chair FGSC, Environment  
M. Morrow, M. Moore, S. Smith, Chair FGSC, Health Sciences  
P. Ruben, C. Lowenberger, Chair FGSC, Science  
T. Liu, A. Nanjundappa, GSS Executive representative (ex officio)  
M. Pope, Director Graduate Records (ex officio)  
N. White, University Librarian (ex officio)  
E. Jozaghi, P. Yoon, J. Singh Sabhawal, E. Mabrouka Nabbali, M. Alteen, Graduate Students  
S. Gair, Coordinator, Graduate Academic Programs Policy & Curriculum (ex officio)  
K. Gerlich-Fitzgerald, Secretary to the Associate Dean of Graduate Studies (ex officio)