



Office of Graduate Studies and Postdoctoral Fellows

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  
**FROM** Jeff Derksen,  
Acting Chair of Senate Graduate  
Studies Committee (SGSC)  
**RE:** Course Changes

**DATE** June 22, 2017

**For information:**

Acting under delegated authority and at its meeting of June 5, 2017 SGSC approved the following course changes effective **Spring 2018:**

Faculty of Arts and Social Science

- 1) Unit change for HIST 898 and HIST 899

Beedie School of Business

- 2) Unit change for BUS 553

Faculty of Education

- 3) Unit change for EDUC 899

Faculty of Science

- 4) Prerequisite changes for STAT 641, STAT 642, STAT 645, STAT 675 and STAT 685
- 5) Prerequisite and description change for STAT 652
- 6) Unit change for BPK 899

Special Arrangements

- 7) Unit and title changes for SAR 891, SAR 892, SAR 893, SAR 894 and SAR 895



## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	HIST 898	Units	6	Effective Term and Year	Spring 2018
Course Title	MA Thesis				
Rationale for Change:	The number of units awarded for a thesis should be commensurate with the greater effort required to complete a thesis and to be more consistent with the minimum university unit requirements for a Master's.				

### Proposed Changes (Check all that apply)

Course number
  Units\*
  Title
  Description
  Prerequisite
  Other \_\_\_\_\_

### Complete only the fields to be changed

FROM	TO
Course Subject/Number	Course Subject/Number
Units 6	Units* 18
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

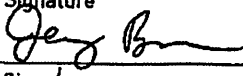
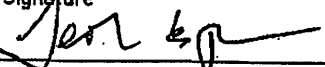
\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

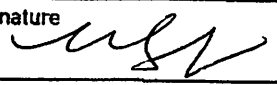
**CONTACT PERSON**

Department / School / Program History	Contact name Jeremy Brown	Contact email jeremy_brown@sfu.ca
--	------------------------------	--------------------------------------


**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee Jeremy Brown	Signature 	Date 28 March 2017
Department Chair Jennifer Spear	Signature 	Date 30 March 2017

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) Lisa Shapiro	Signature 	Date 8 May 2017
---	--	--------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) Jeff DeKlerk	Signature 	Date 15 June 2017
--	--	----------------------

**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: \_\_\_\_\_



# Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	HIST 899	Units	6	Effective Term and Year	Spring 2018
Course Title	PhD Thesis				
Rationale for Change:	The number of units awarded for a thesis should be commensurate with the greater effort required to complete a thesis and to match MA Thesis.				

**Proposed Changes (Check all that apply)**

Course number
  Units\*
  Title
  Description
  Prerequisite
  Other \_\_\_\_\_

**Complete only the fields to be changed**

FROM	TO
Course Subject/Number	Course Subject/Number
Units 6	Units* 18
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

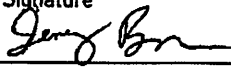
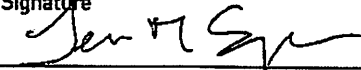
\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

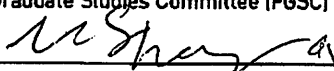
**CONTACT PERSON**

Department / School / Program History	Contact name Jeremy Brown	Contact email jeremy_brown@sfu.ca
--	------------------------------	--------------------------------------


**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee Jeremy Brown	Signature 	Date 28 March 2017
Department Chair Jennifer Spear	Signature 	Date 30 March 2017

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) 	Signature Lisa Shapiro	Date 8 May 2017
--	---------------------------	--------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) Jeff Parkson	Signature 	Date 15 June 2017
--	---	----------------------

**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: \_\_\_\_\_



## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	BUS 553	Units	2	Effective Term and Year	Spring 2018
Course Title	Business Analytics				
Rationale for Change: Doubling the number of units would provide necessary additional time for students to learn and use increasingly sophisticated software tools by doubling the contact hours. This change would also highlight the importance of visual analytics in business. Please see attached rational for change page.					

### Proposed Changes (Check all that apply)

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

### Complete only the fields to be changed

FROM	TO
Course Subject/Number	Course Subject/Number
Units            2	Units*            4
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.


**CONTACT PERSON**

Department / School / Program Beedie Graduate Programs	Contact name Lesley McKay	Contact email buscoord@sfu.ca
---	------------------------------	----------------------------------


**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) Ian McCarthy	Signature 	Date April 20, 2017
---	---	------------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) Jeff Derksen	Signature 	Date 15 June 2017
--	---	----------------------

**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: \_\_\_\_\_

Rationale for increasing the BUS553 from 2 credits to 4 credits.

Increasing the number of credits for BUS553 from 2 credit to 4 differentially impacts students in the GDBA program and the Part-Time MBA.

In the GDBA program a series of changes have created additional flexibility for students to create a personalized study plan that is more closely aligned with their needs and need not include more than the mandated 24 credits. This plan is developed in consultation with the program director. For reference these changes include:

- The addition of BUS511-Business Ethics (2 credits)
- The addition of BUS570-Project Management (4 credits)
- The change of BUS554-Managing Information Technology (from 2 credits to 4)
- As well as the proposed change of BUS553 from 2 credits to 4 credits.

The proposed change of credits for BUS553 will increase the pool of credits from which students can develop their study plan from 32 to 34 credits of regularly scheduled courses, enhancing student choice without increasing student cost.

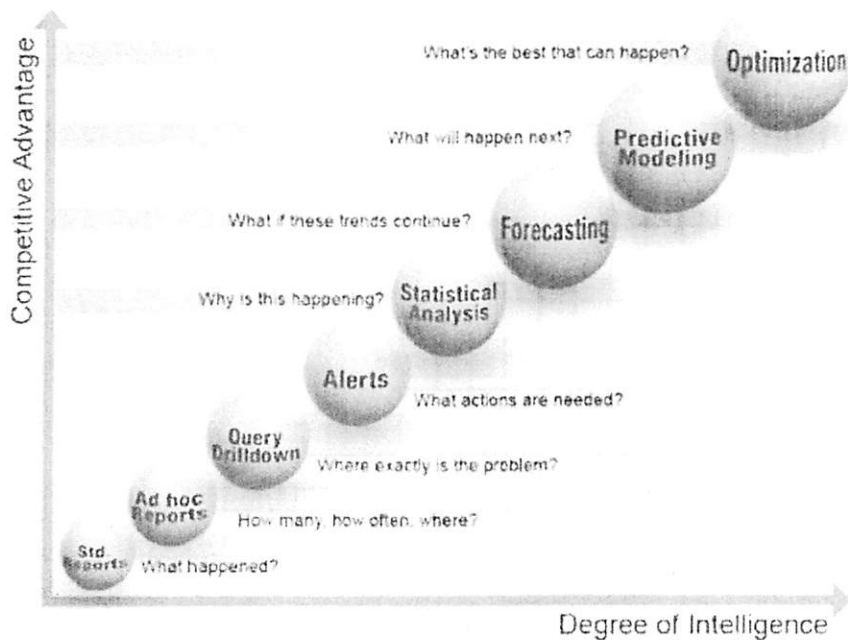
In the Part-Time MBA program the change from 2 credits to 4 credits will increase the number of credits taken from 56 to 58 for students beginning in 2018. An alternative considered by the committee was to change the recently added "Cross-Cultural Experience" to the First Nations communities to a non-credit course; however, these cross-cultural experiences are valuable learning opportunities and highly rated by student participants. Offering this course for credit is an important signal to all stakeholders and ensures a high standard of academic rigour obtains, while linking funding to tuition ensures that the course will be sustainable financially.



### BUS 553 - Rational of the extension from 6 weeks to 13 weeks

There are two important rationales for extending this course from 6 to 13 weeks. The first reason is simply because there is a growing necessity in the market to have business managers with analytical skills and critical thinking abilities than ever before. Today, companies have data in greater variety, volume and velocity and this trend is only going to continue. Managers need abilities and skills to use sophisticated analytical tools to understand and make informed decisions using data.

The second important reason for the extension of this course is because of the course currently only covers the very basics of business analytics. The figure below (from SAS) shows increasing levels of business analytics starting with basic reporting and growing to statistical applications and optimization. Currently the 6 week course only covers content up to mid-level analytics ("Statistical Analysis"). The 13 week course would allow coverage of business analytics to levels of "forecasting" and "predictive analytics" and would also highlight the growing importance of visual analytics used in business today.





## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	EDUC 899	Units	10	Effective Term and Year	Spring 2018
Course Title	Doctoral Thesis				
Rationale for Change: The change in unit value more accurately reflects the value of the course relative to the overall credit value of the doctoral degree. Changing the credit value of EDUC 899 will also enable programs to think about number of credits assigned to coursework.					

**Proposed Changes (Check all that apply)**

Course number
  Units\*
  Title
  Description
  Prerequisite
  Other \_\_\_\_\_

**Complete only the fields to be changed**

FROM	TO
Course Subject/Number	Course Subject/Number
Units 10	Units* 15
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

**CONTACT PERSON**

Department / School / Program	Contact name	Contact email
-------------------------------	--------------	---------------

**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) Dr. Shawn Bullock	Signature <i>Sh Bullock</i>	Date MAY 5 2017
--	--------------------------------	--------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) <i>Jeff Peterson</i>	Signature <i>[Signature]</i>	Date 15 June 2017
--	---------------------------------	----------------------

**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: \_\_\_\_\_



FACULTY OF SCIENCE

Tim Swartz  
Professor  
Graduate Chair  
Statistics & Actuarial Science

MAILING ADDRESS  
SC K10539  
8888 University Drive  
Burnaby, BC Canada  
V5A 1S6

TEL: 778.782.4579

FAX: 778.782.4368

[www.stat.sfu.ca](http://www.stat.sfu.ca)

March 28, 2017

Attn: Peter Ruben, Faculty of Science Graduate Studies Committee

We would like to allow BUEC 333 as an alternative pre-requisite to the following courses:

STAT 641 (Introduction to Statistical Computing and Exploratory Data Analysis - R)  
STAT 642 (Introduction to Statistical Computing and Exploratory Data Analysis - SAS)  
STAT 645 (Applied Multivariate Analysis)  
STAT 675 (Applied Discrete Data Analysis)  
STAT 685 (Applied Time Series Analysis)

**Effective term:** 1181

**Rationale:** BUEC 333 is sufficient preparation for the 600-level courses that currently require STAT 302 or 305 as a pre-requisite.

**Calendar Wording:** Please add "or BUEC 333" to the list of acceptable pre-requisites to each of the courses listed above.

Sincerely,  
Tim Swartz



## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	STAT 652	Units	3	Effective Term and Year	Spring 2018
Course Title					
Statistical Learning and Prediction					
Rationale for Change: slight problems discovered under the Calendar review process with our new course proposal					

### Proposed Changes (Check all that apply)

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

### Complete only the fields to be changed

FROM	TO
Course Subject/Number	Course Subject/Number
Units	Units*
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description An introduction to the essential modern supervised and unsupervised statistical learning methods. Topics include review of linear regression, classification, statistical error measurement, flexible regression and classification methods, clustering and dimension reduction.	Description An introduction to the essential modern supervised and unsupervised statistical learning methods. Topics include review of linear regression, classification, statistical error measurement, flexible regression and classification methods, clustering and dimension reduction. Open only to graduate students in departments other than Statistics & ActSci.
Prerequisite Stat 302 or Stat 305 or Stat 350 or equivalent.	Prerequisite Stat 302 or Stat 305 or Stat 350 or BUEC 333 or equivalent.
Other	Other

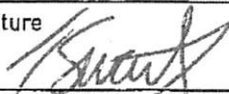
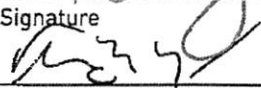
\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

**CONTACT PERSON**

Department / School / Program Statistics and Actuarial Science	Contact name Sadika Jungic	Contact email sjungic@sfu.ca
---	-------------------------------	---------------------------------

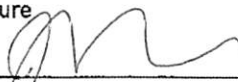
**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee Tim Swartz	Signature 	Date June 1/2017
Department Chair Tom Loughin	Signature 	Date June 1/2017

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) Peter Ruben	Signature Peter Ruben <small>Digitally signed by Peter Ruben DN: cn=Peter Ruben, o, ou, email=pruben@sfu.ca, c=CA Date: 2017.06.04 21:11:33 -0700'</small>	Date 5 June 2017
--	--	---------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) Jeff Derksen	Signature 	Date 11, June 2017
--	--	-----------------------

**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: \_\_\_\_\_



## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number BPK 899	Units 6	Effective Term and Year Spring 2018
Course Title PhD Thesis		
Rationale for Change: As part of the Degree Audit Progress. Brings the PhD degree units to 30 units, which is more consistent with the MSc degree (30 units; 12 units of courses, 18 units of thesis work).		

**Proposed Changes (Check all that apply)**

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

**Complete only the fields to be changed**

FROM	TO
Course Subject/Number	Course Subject/Number
Units           6	Units*           18
Course Title	Course Title (max 100 characters)
Course Short Title	Course Short Title (max 30 characters)
Description	Description
Prerequisite	Prerequisite
Other	Other



\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.

**CONTACT PERSON**

Department / School / Program BPK	Contact name Tom Claydon	Contact email twc5@sfu.ca
--------------------------------------	-----------------------------	------------------------------

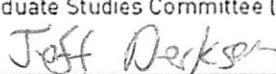

**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature 	2017.02.28 15:50:50 -08'00'	Date
Department Chair Angela Brooks-Wilson	Signature 	<small>Digitally signed by Angela Brooks-Wilson DN: cn=Angela Brooks-Wilson, ou=Simon Fraser University, ou=Electrical Phys. and Kin., email=awb@sfu.ca, c=CA Date: 2017.02.28.17.04.03 -08'00'</small>	Date Feb. 28, 2017

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) Peter Ruben	Signature Peter C Ruben	<small>Digitally signed by Peter C Ruben DN: cn=Peter C Ruben, ou=Simon Fraser University, ou=Faculty of Science, email=pruben@sfu.ca, c=CA Date: 2017.06.09.10.06.57 -07'00'</small>	Date 9 June 2017
--	----------------------------	---	---------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) 	Signature 	Date 15 June 2017
---	--	----------------------

**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: \_\_\_\_\_





Office of Graduate Studies and Postdoctoral Fellows

Suite 1100, Maggie Benston  
Student Services Centre  
8888 University Drive  
Burnaby, BC  
Canada V5A 1S6

TEL 778.782.3042  
FAX 778.782.3080

report-dgs@sfu.ca  
www.sfu.ca/grad

**MEMORANDUM**

---

ATTENTION Senate Graduate Studies Committee

DATE May 25, 2017

FROM Peter Liljedahl,  
Graduate Chair of Special  
Arrangements

RE: Course Changes SAR 891, 892, 893, 894 and 895

---

The Special Arrangements program requests the following unit and title changes for SAR 891, 892, 893, 894 and 895. These changes will assist students who need to take additional course units outside their home department and provide clarity that these courses are individualized and not taken with other students.



# Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	SAR 891	Units	3	Effective Term and Year	Spring 2018
Course Title	Special Topics				
Rationale for Change:	This course is not taken by multiple students on the same topic. The reading list and assignments are agreed upon on an individual basis between the student and their supervisor committee or faculty member directing the course. A one unit course is necessary to help facilitate students taking a course outside their home department and doing additional course work to bring the course units to be comparable to a course in their home department.				

**Proposed Changes (Check all that apply)**

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

**Complete only the fields to be changed**

FROM	TO
Course Subject/Number	Course Subject/Number
Units            3	Units*            1
Course Title Special Topics	Course Title (max 100 characters) Directed Readings
Course Short Title	Course Short Title (max 30 characters) Directed Readings
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.


**CONTACT PERSON**

Department / School / Program SAR	Contact name Krista Gerlich-Fitzgerald	Contact email sargrad@sfu.ca
--------------------------------------	---	---------------------------------


**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) <b>Peter Liljedahl</b>	Signature 	Date MAY 18 2017
---	---	---------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) <b>Jeff Derksen</b>	Signature 	Date 15 June 2017
---	---	----------------------

**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: \_\_\_\_\_



## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	SAR 892	Units	3	Effective Term and Year	Spring 2018
Course Title	Special Topics				
Rationale for Change: This course is not taken by multiple students on the same topic. The reading list and assignments are agreed upon on an individual basis between the student and their supervisor committee or faculty member directing the course.					

### Proposed Changes (Check all that apply)

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

### Complete only the fields to be changed

FROM	TO
Course Subject/Number	Course Subject/Number
Units            3	Units*            2
Course Title Special Topics	Course Title (max 100 characters) Directed Readings
Course Short Title	Course Short Title (max 30 characters) Directed Readings
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.


**CONTACT PERSON**

Department / School / Program SAR	Contact name Krista Gerlich-Fitzgerald	Contact email sargrad@sfu.ca
--------------------------------------	---	---------------------------------

**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) Peter Liljedahl	Signature 	Date MAY 18 2017
--	---	---------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) Jeff DeKser	Signature 	Date 15 June 2017
---	--	----------------------

**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: \_\_\_\_\_



# Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	SAR 893	Units	4	Effective Term and Year	Spring 2018
Course Title	Special Topics				
Rationale for Change:	This course is not taken by multiple students on the same topic. The reading list and assignments are agreed upon on an individual basis between the student and their supervisor committee or faculty member directing the course.				

**Proposed Changes (Check all that apply)**

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

**Complete only the fields to be changed**

FROM	TO
Course Subject/Number	Course Subject/Number
Units            4	Units*            3
Course Title Special Topics	Course Title (max 100 characters) Directed Readings
Course Short Title	Course Short Title (max 30 characters) Directed Readings
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.


**CONTACT PERSON**

Department / School / Program SAR	Contact name Krista Gerlich-Fitzgerald	Contact email sargrad@sfu.ca
--------------------------------------	---	---------------------------------


**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) <b>Peter Liljedahl</b>	Signature 	Date MAY 18 2017
---	---	---------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) <b>Jeff Deekson</b>	Signature 	Date 15 June 2017
---	--	----------------------

**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: \_\_\_\_\_

## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	SAR 894	Units	5	Effective Term and Year	Spring 2018
Course Title	Special Topics				
Rationale for Change:	This course is not taken by multiple students on the same topic. The reading list and assignments are agreed upon on an individual basis between the student and their supervisor committee or faculty member directing the course.				

### Proposed Changes (Check all that apply)

Course number
  Units\*
  Title
  Description
  Prerequisite
  Other \_\_\_\_\_

### Complete only the fields to be changed

FROM	TO
Course Subject/Number	Course Subject/Number
Units	Units*
5	4
Course Title Special Topics	Course Title (max 100 characters) Directed Readings
Course Short Title	Course Short Title (max 30 characters) Directed Readings
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.



**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.


**CONTACT PERSON**

Department / School / Program SAR	Contact name Krista Gerlich-Fitzgerald	Contact email sargrad@sfu.ca
--------------------------------------	---	---------------------------------

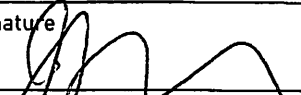
**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) <b>Peter Liljedahl</b>	Signature 	Date MAY 18 2017
---	---	---------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) <b>Jeff DeKsen</b>	Signature 	Date 13 June 2017
--	--	----------------------

**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: \_\_\_\_\_



## Graduate Course Change

Attach a separate document if more space is required.

Course Subject/Number	SAR 895	Units	3	Effective Term and Year	Spring 2018
Course Title	Special Topics				
Rationale for Change: This course is not taken by multiple students on the same topic. The reading list and assignments are agreed upon on an individual basis between the student and their supervisor committee or faculty member directing the course.					

**Proposed Changes (Check all that apply)**

Course number  
  Units\*  
  Title  
  Description  
  Prerequisite  
  Other \_\_\_\_\_

**Complete only the fields to be changed**

FROM	TO
Course Subject/Number	Course Subject/Number
Units            3	Units*            5
Course Title Special Topics	Course Title (max 100 characters) Directed Readings
Course Short Title	Course Short Title (max 30 characters) Directed Readings
Description	Description
Prerequisite	Prerequisite
Other	Other

\* Program requirements may need to be revised when course units are changed. Please review the calendar and submit any relevant program revisions resulting from this course change.

**REMINDER:** All course changes must be identified on a cover memo and confirmed as approved when submitted to FGSC and SGSC.


**CONTACT PERSON**

Department / School / Program SAR	Contact name Krista Gerlich-Fitzgerald	Contact email sargrad@sfu.ca
--------------------------------------	---	---------------------------------


**DEPARTMENTAL APPROVAL**

Department Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

**FACULTY APPROVAL**

Faculty Graduate Studies Committee (FGSC) <b>Peter Liljedahl</b>	Signature 	Date MAY 18 2017
---	---	---------------------

**SENATE GRADUATE STUDIES COMMITTEE APPROVAL**

Senate Graduate Studies Committee (SGSC) <b>Jeff Decker</b>	Signature 	Date 15 June 2017
--	--	----------------------

**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: \_\_\_\_\_