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MEMORANDUM

ATTENTION Senate **DATE** October 17, 2019
FROM Jeff Derksen,
Chair of Senate Graduate Studies
RE: Committee (SGSC)
Graduate General Regulation (GGR) Revisions: GGR 1.8.2



At its meeting of October 8, 2019, SGSC reviewed and approved the revisions to GGR 1.8.2 (Review of Unsatisfactory Progress). This gives rise to the following motion, effective **Summer 2020**.

Motion 1:

That Senate approve the revisions to GGR 1.8.2 (Review of Unsatisfactory Progress)

Senators wishing to consult a more detailed report of curriculum revisions may do so on the Senate DocuShare repository at <https://docuShare.sfu.ca/dsweb/View/Collection-12682>

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MEMORANDUM

ATTENTION Jeff Derksen, Chair of Senate
Graduate Studies Committee
(SGSC) DATE September 19, 2019

FROM Krista Gerlich-Fitzgerald
Associate Director, Admissions &
Records, GPS

RE: Graduate General Regulation (GGR) Revisions: GGR 1.7.6, 1.8.2

MOTION 1

~~That SGSC approve the revision to GGR 1.7.6 (Courses in Master's and Doctoral Programs)~~

MOTION 2

That SGSC approve the revision to GGR 1.8.2 (Review of Unsatisfactory Progress)

Revisions and Rationale**MOTION 1:**

~~GGR 1.7.6 (Courses in Master's and Doctoral Programs)~~

~~The content of both these options were previously included in GGR 1.7.6 "Courses in Master's and Doctoral Programs". As Transfer and Advanced credit are available at all credential levels it has been renamed and divided to make it apparent that they are two different options of having course work from another institution or program used towards the SFU credential. The procedure for both transfer and advanced credit have not been modified from the original in 1.7.6.~~

MOTION 2

GGR 1.8.2 (Review of Unsatisfactory Progress)

The proposed revisions now include three outcomes that the graduate program committee has to choose from in the event that the supervisory committee identified unsatisfactory progress in the student's performance. All three outcomes require that the student is informed of the decision in writing. Outcome 1 provides the graduate program committee the opportunity to review the recommendation of the supervisory committee. In case of a low CGPA (outcome 2), the remediation plan must include course work the student has to complete and indicate which grade has to be achieved within 3 terms.

FROM	TO
<p data-bbox="191 170 716 258">1.8.2 Review of Unsatisfactory Progress</p> <p data-bbox="191 296 812 709">If a student's progress appears to be unsatisfactory, the supervisory committee or the chair of the graduate program committee shall make a written report to the graduate program committee, and provide a copy to the student. That committee shall consider whether the student's progress has been satisfactory. The graduate program committee, on consultation with the supervisory committee, if one has been appointed, may:</p> <p data-bbox="191 743 812 932">a) require the student to withdraw, or b) inform the student of the unsatisfactory progress and require the student to improve in specific ways in a specific period of time.</p> <p data-bbox="191 968 824 1457">The student concerned has the right to appear before the graduate program committee when the case is considered, and may submit any materials relevant to the case. A student who is required to withdraw shall be informed, in writing, with copies to the dean of graduate studies and the director, graduate admissions and records. If required to improve within a specific period of time, the student shall be informed in writing as to what precisely is required, with copies to the dean of graduate studies and the director, admissions and records.</p> <p data-bbox="191 1493 829 1793">Any decision of the graduate program committee under the provisions of this section may be appealed to the senate graduate studies committee through the dean of graduate studies. The student has the right to appear before the senate graduate studies committee when the case is heard. The decision of that committee shall be final.</p>	<p data-bbox="841 159 1365 247">1.8.2 Review of Unsatisfactory Progress</p> <p data-bbox="841 281 1409 848">If unsatisfactory progress is identified by the supervisory committee, the supervisory committee shall make a written report to the graduate program committee, and provide a copy to the student. The student concerned has the right to appear before the graduate program committee when the case is considered and is permitted to bring a support person. The student may submit any materials relevant to the case. The decision of the graduate program committee must be one of three options:</p> <p data-bbox="850 884 1430 1730">1) If the student's progress is assessed satisfactory despite the supervisory committee's report, inform the student of satisfactory progress with a letter, and meet with the supervisory committee to review the areas of concern. This option is unavailable if the student's CGPA is below the University minimum. 2) If the student's progress is assessed unsatisfactory, and/or if the student's CGPA is below the University minimum, inform the student with a letter that includes a remediation plan to attain University minima within three terms. 3) If the student's progress is assessed unsatisfactory, inform the student with a letter that requires</p>

the student to withdraw from the University.

Letters documenting any outcomes must be copied to the dean of graduate studies and the associate director, graduate admissions, records and registration.

In the event there are allegations of academic dishonesty, falsified documents, or misconduct, the graduate program committee may not withdraw a student from their program under this policy. A separate process must be followed as outlined in Policy S10 (Academic Honesty and Student Conduct).

Any decision of the graduate program committee may be appealed to the appeals subcommittee of the senate graduate studies committee, by submission of an appeal to the dean of graduate studies. The decision of the appeals subcommittee shall be final.