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MEMORANDUM

ATTENTION Senate **DATE** September 7, 2021
FROM Jeff Derksen,
 Chair of Senate Graduate Studies
 Committee (SGSC)
RE: New Courses

A handwritten signature in black ink, appearing to be 'JD', written over a horizontal line.

For information:

Acting under delegated authority at its meeting of September 7, 2021, SGSC approved the following curriculum items, effective **Summer 2022**:

Faculty of Communication, Art and Technology

School of Contemporary Arts

- 1) New Course: CA 830 Internship in Contemporary Arts

School of Interactive Arts and Technology

- 2) New Course: IAT 895 Master of Arts Graduation Project
- 3) New Course: IAT 896 Master of Science Graduation Project

Department of Publishing

- 4) New Course: PUB 900 Publishing Project Report

Individualized Interdisciplinary Studies

- 5) New Course: INS 887 Practicum
- 6) New Course: INS 888 Internship



MEMORANDUM

ATTENTION:	Senate Graduate Studies Committee
FROM:	Philippe Pasquier, Chair, FCAT Graduate Studies Committee
RE:	MDM, SCA, and SIAT Items Approved at FGSC June 15 Meeting
DATE:	June 21, 2021

FCAT GSC has voted to approve the following change(s) at the FCAT GSC meeting that occurred on June 15, 2021:

~~Master of Digital Media Program~~

- ~~● Program Change - Calendar Entry Change for MDM~~

~~School of Interactive Art and Technology~~

- ~~● Course Change IAT-848 Prerequisite Change~~

School for the Contemporary Arts

- SCA MA Program
 - ~~○ Course Changes - CA 821, 822, 824, 826, 829~~
 - New Graduate Course Proposal - CA 830
- Program Changes
 - ~~○ SCA MFA Program Changes~~
 - ~~○ SCA PhD Program Changes~~

Please add these items to the agenda of the SGSC meeting on September 7, 2021.

Philippe Pasquier, Ph.D.
Associate Dean, Academic, FCAT Chair,
FCAT Graduate Studies Committee

stw/PP cc Rachel Ralph, Graduate Program Chair, MDM
Peter Dickinson, Graduate Program Chair, SCA
Halil Erhan, Graduate Program Chair, SIAT



SCHOOL FOR THE CONTEMPORARY ARTS

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Goldcorp Centre for the Arts
149 West Hastings Street
Vancouver, BC, Canada V6B 1H4

TEL 778.782.3363
FAX 778.782.5907
www.sfu.ca/sca

ATTENTION Philippe Pasquier, Chair, FCAT GSC
FROM Peter Dickinson, Graduate Program Chair, Contemporary Arts
RE SCA Grad Curriculum Changes
DATE June 3, 2021

On May 28, 2021, following a successful School vote, Elspeth Pratt, Director of the School for the Contemporary Arts, approved the following changes to our MA and MFA programs:

MOTION: To approve changes to the SCA MA Program as follows:

- ~~A change in the prerequisites for CA 822.~~
- ~~A change in the prerequisites for CA 829.~~
- The creation of a new paid internship course, CA 830.
- ~~A change in the MA calendar description and program requirements to reflect these changes, as well as the onboarding of two additional, non-credit Professional Practices Seminars, CA 890 and CA 891, that were created in connection with SCA's new PhD program.~~

MOTION: To approve changes to the SCA MFA Program as follows:

- A change in the MFA calendar description and program requirements to reflect the onboarding of two additional, non-credit Professional Practices Seminars, CA 890 and CA 891, that were created in connection with SCA's new PhD program.

The following additional course and program changes were made via electronic vote on June 2, 2021:

MOTION: To approve changes to the SCA MA Program as follows:

- ~~A change in the calendar descriptions for CA 821, 824 and 826.~~

MOTION: To approve changes to the SCA PhD Program as follows:

- The addition of CA 828, a new course, to the list of PhD electives.

The rationale for these changes can be found in the attached documents. I would be grateful if you could place these items on the agenda of the June 15 meeting of the Faculty of Communication, Art, and Technology's Graduate Studies Committee. I am to provide additional context at that time.

Sincerely,

Peter Dickinson, PhD
Professor and Chair, Graduate Program
School for the Contemporary Arts



New Graduate Course Proposal

Course Subject (eg. PSYC) CA	Number (eg. 810) 830	Units (eg. 4) 5
Course title (max. 100 characters) Internship in Contemporary Arts		
Short title (for enrollment/transcript - max. 30 characters) MA Internship		
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description) <p>An elective in the MA program. The internship provides students with hands-on, practical experience in a work-related setting relevant to their studies through part-time, paid positions supporting organizations in the arts and culture sector in Vancouver and the Lower Mainland. The course enables students to apply their academic training in a professional context, build community connections, and establish the foundations of an arts-related career post-graduation. Enrolment in the course is contingent on individual students being matched with an appropriate organization. Learning objectives are established at the start of the internship in consultation with the MA program coordinator, who also oversees final evaluation of the course. Students complete a maximum of 120 work-related hours over the course of a term, which includes a site visit and the completion of site visit form. Students submit a short reflection paper at the end of their placement. Internships may not require the supervision of a registered or licensed professional, and the completed work experience hours are not required for professional certification. This course is graded satisfactory/unsatisfactory.</p>		
Rationale for introduction of this course <p>This course responds to demand from students in our MA program seeking paid training in a workplace setting related to their field of study and/or career goals. This course will be distinct from our unpaid and graded MA Practicum course, in which students are placed with a partner organization in order to complete an applied research project of their own devising related to their studies.</p>		
Term of initial offering (eg. Fall 2019) Summer 2022	Course delivery (eg. 3 hrs/week for 13 weeks) 9hrs/13weeks	
Frequency of offerings/year Three times per year	Estimated enrollment per offering 2-3	
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses) CA 827: Practicum in Contemporary Arts		
Prerequisite and/or Corequisite N/A		
Criminal record check required? <input type="checkbox"/> Yes <input type="checkbox"/> No if yes is selected, add this as prerequisite		Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Campus where course will be taught <input type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input checked="" type="checkbox"/> Off campus		
Course Components * <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input type="checkbox"/> Capstone <input checked="" type="checkbox"/> INT		
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete		
Repeat for credit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total repeats allowed? 0	Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Capstone course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:		

* See important definitions on the curriculum website.

RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course N/A. This is a paid internship placement.
Additional faculty members, space, and/or specialized equipment required in order to offer this course N/A

CONTACT PERSON

Academic Unit / Program School for the Contemporary Arts	Name (typically, Graduate Program Chair) Peter Dickinson	Email peter_dickinson@sfu.ca
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ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

Graduate Program Committee Peter Dickinson	Signature 	Date May 28, 2021
Department Chair Elspeth Pratt	Signature 	Date May 28, 2021

FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

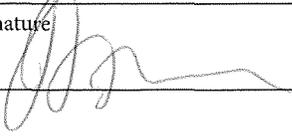
Overlap check done? YES N/A

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Philippe Pasquier	Signature 	Date June 21, 2021
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date Sept 14 / 21
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ADMINISTRATIVE SECTION (for DGS office only)

Library Check: _____
 Course Attribute: NCPR
 Course Attribute Value: NCPRAC
 Instruction Mode: _____
 Attendance Type: _____

If different from regular units:
 Academic Progress Units: _____
 Financial Aid Progress Units: _____



MEMORANDUM

ATTENTION:	Senate Graduate Studies Committee
FROM:	Philippe Pasquier, Chair, FCAT Graduate Studies Committee
RE:	SIAT Items Approved at FGSC July 9 Meeting
DATE:	July 13, 2021

FCAT GSC has voted to approve the following change(s) at the FCAT GSC meeting that occurred on June 15, 2021:

School of Interactive Art and Technology

- Project Based MA
 - New Graduate Course Proposal - IAT 895
 - ~~○ Program Changes~~
- Project Based MSC
 - New Graduate Course Proposal - IAT 896
 - ~~○ Program Changes~~

Please add these items to the agenda of the SGSC meeting on September 7, 2021.

Philippe Pasquier, Ph.D.
Associate Dean, Academic, FCAT Chair,
FCAT Graduate Studies Committee

stw/PP cc Halil Erhan, Graduate Program Chair, SIAT

New Graduate Course Proposal

Course Subject (eg. PSYC) IAT	Number (eg. 810) 895	Units (eg. 4) 6
Course title (max. 100 characters) Master of Arts Graduation Project		
Short title (for enrollment/transcript - max. 30 characters) MA Project		
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description) Students in the MA project-option will enroll in this course to complete an interdisciplinary project on designing, making, and managing technology with balanced theoretical and practical applications in society and industry, particularly in creative areas of art, design and media. Students are required to make an oral presentation of their projects and its report will be examined by two faculty members and submitted to the library after approval. Students may only enroll in this course once for credit. Graded on a satisfactory/unsatisfactory basis.		
Rationale for introduction of this course To formalize the project requirement of the project-based master's option.		
Term of initial offering (eg. Fall 2019) (Summer 2022) ^{DVB} 1224	Course delivery (eg. 3 hrs/week for 13 weeks) 6 hrs/week for 13 weeks	
Frequency of offerings/year 3	Estimated enrollment per offering 6	
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses)		
Prerequisite and/or Corequisite Prerequisite: Enrolment in the SIAT MA project-based option and completion of SIAT 803, 804, and 806.		
Criminal record check required? <input type="checkbox"/> Yes if yes is selected, add this as prerequisite		Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Campus where course will be taught <input type="checkbox"/> Burnaby <input checked="" type="checkbox"/> Surrey <input type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input type="checkbox"/> Off campus		
Course Components * <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input checked="" type="checkbox"/> Capstone <input type="checkbox"/> _____		
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory		
Repeat for credit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total repeats allowed? 0	Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Capstone course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:		

* See important definitions on the curriculum website.

RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course N/A
Additional faculty members, space, and/or specialized equipment required in order to offer this course N/A

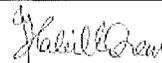
CONTACT PERSON

Academic Unit / Program SIAT	Name (typically, Graduate Program Chair) Tiffany Taylor	Email siatgrad@sfu.ca
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ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

Graduate Program Committee Halil Erhan	Signature 	Date May 31, 2021
Department Chair Chris Shaw	Signature 	Date June 2, 2021

FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

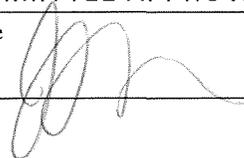
Overlap check done? YES **N/A**

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Philippe Pasquier	Signature 	Date July 13, 2021
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date Sept 14/21
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ADMINISTRATIVE SECTION (for DGS office only)

Library Check: _____
 Course Attribute: GCAP
 Course Attribute Value: Project
 Instruction Mode: _____
 Attendance Type: _____

If different from regular units:
 Academic Progress Units: _____
 Financial Aid Progress Units: _____



New Graduate Course Proposal

Course Subject (eg. PSYC) IAT	Number (eg. 810) 896	Units (eg. 4) 6
Course title (max. 100 characters) Master of Science Graduation Project		
Short title (for enrollment/transcript - max. 30 characters) MSc Project		
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description) Students in the MScproject-option will enroll in this course to complete an interdisciplinary project on designing, developing, evaluating, or managing technology in the context of complex human organizations and situations and on the application of new digital technologies in society and industry, particularly related to improving human-technology interaction. Students are required to make an oral presentation of their projects and its report will be examined by two faculty members and submitted to the library after approval. Students may only enroll in this course once for credit. Graded on a satisfactory/unsatisfactory basis.		
Rationale for introduction of this course To formalize the project requirement of the project-based master's option.		
Term of initial offering (eg. Fall 2019) (Summer 2022) DUB 1224	Course delivery (eg. 3 hrs/week for 13 weeks) 6 hrs/week for 13 weeks	
Frequency of offerings/year 3	Estimated enrollment per offering 6	
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses)		
Prerequisite and/or Corequisite Prerequisite: Enrolment in the SIAT MSc project-based option and completion of SIAT 803, 804, and 806.		
Criminal record check required? <input type="checkbox"/> Yes if yes is selected, add this as prerequisite		Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Campus where course will be taught <input type="checkbox"/> Burnaby <input checked="" type="checkbox"/> Surrey <input type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input type="checkbox"/> Off campus		
Course Components * <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input checked="" type="checkbox"/> Capstone <input type="checkbox"/>		
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory		
Repeat for credit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total repeats allowed? 0	Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Capstone course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:		

* See important definitions on the curriculum website.

RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course N/A
Additional faculty members, space, and/or specialized equipment required in order to offer this course N/A

CONTACT PERSON

Academic Unit / Program SIAT	Name (typically, Graduate Program Chair) Tiffany Taylor	Email siatgrad@sfu.ca
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ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

Graduate Program Committee Halil Erhan	Signature 	Date May 31, 2021
Department Chair Chris Shaw	Signature 	Date June 2, 2021

FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

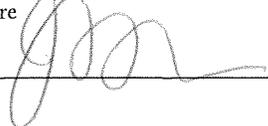
Overlap check done? YES **N/A**

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Philippe Pasquier	Signature 	Date July 13, 2021
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date Sept 14/21
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ADMINISTRATIVE SECTION (for DGS office only)

Library Check: _____
 Course Attribute: **GCAP**
 Course Attribute Value: **Project**
 Instruction Mode: _____
 Attendance Type: _____

If different from regular units:
 Academic Progress Units: _____
 Financial Aid Progress Units: _____

Memorandum

To: Senate Graduate Studies Committee
From: Philippe Pasquier
Re: Changes to PUB 898, PUB 899 & PUB 900
Date: August 19, 2021

The following new course, course change, and course deletion have been approved by the Faculty of Communication, Arts and Technology and are forwarded to the Senate Graduate Studies Committee for approval. These curriculum items should be effective for Summer 2022. Please include them on the next SGSC agenda.

- ~~PUB 898 to be deleted~~
- ~~PUB 899 description change to keep with current language around professional experiences within the Master of Publishing.~~
- New course, PUB 900, to be created for chronological order of courses



Philippe Pasquier, Ph.D.

Associate Dean, Academic, FCAT Chair,

FCAT Graduate Studies Committee

The logo for Simon Fraser University (SFU) is a black square with the letters "SFU" in white, bold, sans-serif font.

MEMORANDUM

ATTENTION: Philippe Pasquier, Chair, FCAT GSC

FROM: Hannah McGregor, Graduate Program Chair, Publishing

RE: Approval of Changes to PUB898, PUB899, PUB900

DATE: August 4, 2021

On May 6, 2021, following a successful School vote, Stephen Collis, interim Director of Publishing, approved the following motions at the Publishing GSC meeting:

- That PUB898 be deleted and replaced with PUB900 so that the courses proceed in numerical order
- That the names and descriptions of PUB899 and PUB900 be updated in keeping with current language around professional experiences used within the Master of Publishing

We look forward to processing these changes to improve clarity for our graduate students.

Sincerely,

A handwritten signature in black ink, appearing to read "Hannah McGregor".

Hannah McGregor
Graduate Program Chair, Publishing

New Graduate Course Proposal

Course Subject (eg. PSYC)	PUB	Number (eg. 810)	900	Units (eg. 4)	6
Course title (max. 100 characters)					
Publishing Project Report					
Short title (for enrollment/transcript - max. 30 characters)					
Pub Internship/Project Report					
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description)					
Students must complete a written report based on their Publishing Internship/Project that investigates or analyzes a particular issue in the publishing industry. They will work with their supervisory committee to bring it to a final acceptable form. Graded on a satisfactory/unsatisfactory basis.					
Rationale for introduction of this course					
Course already exists. Created new course number for chronological order of courses.					
Term of initial offering (eg. Fall 2019)			Course delivery (eg. 3 hrs/week for 13 weeks)		
Summer 2022			3hrs/week for 13 weeks		
Frequency of offerings/year			Estimated enrollment per offering		
three times per year			4		
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses)					
PUB 898					
Prerequisite and/or Corequisite					
Prerequisite: PUB 899					
Criminal record check required? <input type="checkbox"/> Yes if yes is selected, add this as prerequisite				Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Campus where course will be taught <input type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input checked="" type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input checked="" type="checkbox"/> Off campus					
Course Components * <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input checked="" type="checkbox"/> Capstone <input type="checkbox"/> _____					
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete					
Repeat for credit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Total repeats allowed? <u>9</u>		Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Capstone course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:					

* See important definitions on the curriculum website.

RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course
Additional faculty members, space, and/or specialized equipment required in order to offer this course

CONTACT PERSON

Academic Unit / Program Publishing	Name (typically, Graduate Program Chair) Hannah McGregor	Email hannah_mcgregor@sfu.ca
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ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

Graduate Program Committee Hannah McGregor	Signature 	Date May 13 2021
Department Chair Stephen Collis	Signature 	Date May 13 2021

FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

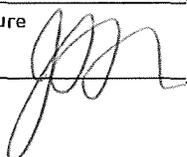
Overlap check done? YES *N/A*

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Philippe Pasquier	Signature 	Date August 26, 2021
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date Sept 14 2021
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ADMINISTRATIVE SECTION (for DGS office only)	
Library Check: _____	
Course Attribute: <u>NCPR</u>	If different from regular units:
Course Attribute Value: <u>NCPRAC</u>	Academic Progress Units: _____
Instruction Mode: _____	Financial Aid Progress Units: _____
Attendance Type: _____	

Memorandum

To: Senate Graduate Studies Committee
From: Roxanne Panchasi
Re: New INS 887 & 888 Courses
Date: August 20, 2021

The following new course forms have been approved by Individualized Interdisciplinary Studies and are forwarded to the Senate Graduate Studies Committee for approval. These courses were created to allow INS students to complete a practicum or internship within the program, as there are no option to do so. These curriculum items should be effective for Summer 2022. Please include them on the next SGSC agenda.

New courses forms

- INS 887 - Practicum
- INS 888 - Internship



Roxanne Panchasi, PhD
Associate Dean, Academic
Graduate and Postdoctoral Studies



New Graduate Course Proposal

Course Subject (eg. PSYC)	INS	Number (eg. 810)	887	Units (eg. 4)	3
Course title (max. 100 characters)					
Practicum					
Short title (for enrollment/transcript - max. 30 characters)					
Practicum					
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description)					
Designed to give INS students practical experience in a field related to their studies. Graded on a satisfactory/unsatisfactory basis.					
Rationale for introduction of this course					
Course does not currently exist. To give INS graduate students the option to complete a practicum					
Term of initial offering (eg. Fall 2019)			Course delivery (eg. 3 hrs/week for 13 weeks)		
Summer 2022			40hrs/week for 13 weeks		
Frequency of offerings/year			Estimated enrollment per offering		
3 times per year			10		
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses)					
Prerequisite and/or Corequisite					
Criminal record check required? <input type="checkbox"/> Yes if yes is selected, add this as prerequisite				Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Campus where course will be taught <input type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input checked="" type="checkbox"/> Off campus					
Course Components * <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input type="checkbox"/> Capstone <input checked="" type="checkbox"/> PRA					
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete					
Repeat for credit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Total repeats allowed? <u>3</u>		Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Capstone course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:					

* See important definitions on the curriculum website.

RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course
Additional faculty members, space, and/or specialized equipment required in order to offer this course

CONTACT PERSON

Academic Unit / Program Individualized Interdisciplinary Studies	Name (typically, Graduate Program Chair) Roxanne Panchasi	Email ins@sfu.ca
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ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

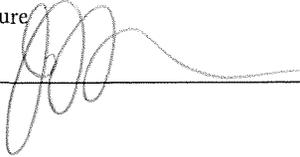
Overlap check done? YES N/A

This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Roxanne Panchasi	Signature 	Date AUG 20 2021
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date Sept. 14/21
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ADMINISTRATIVE SECTION (for DGS office only)

Library Check: _____
 Course Attribute: NCPR
 Course Attribute Value: NCPRAC
 Instruction Mode: _____
 Attendance Type: _____

If different from regular units:
 Academic Progress Units: _____
 Financial Aid Progress Units: _____

New Graduate Course Proposal

Course Subject (eg. PSYC)	INS	Number (eg. 810)	888	Units (eg. 4)	3
Course title (max. 100 characters)					
Internship					
Short title (for enrollment/transcript - max. 30 characters)					
Internship					
Course description for SFU Calendar (course descriptions should be brief and should never begin with phrases such as "This course will..." or "The purpose of this course is..." If the grading basis is satisfactory/unsatisfactory include this in the description)					
Provides INS students with hands on experience in a field related to their studies. Graded on a satisfactory/unsatisfactory basis.					
Rationale for introduction of this course					
Course does not currently exist. Creating course to give INS graduate students the option to complete an internship during their program.					
Term of initial offering (eg. Fall 2019)			Course delivery (eg. 3 hrs/week for 13 weeks)		
Summer 2022			40hrs/week for 13 weeks		
Frequency of offerings/year			Estimated enrollment per offering		
Twice a year			10		
Equivalent courses (courses that replicates the content of this course to such an extent that students should not receive credit for both courses)					
Prerequisite and/or Corequisite					
Criminal record check required? <input type="checkbox"/> Yes if yes is selected, add this as prerequisite				Additional course fees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Campus where course will be taught <input type="checkbox"/> Burnaby <input type="checkbox"/> Surrey <input type="checkbox"/> Vancouver <input type="checkbox"/> Great Northern Way <input checked="" type="checkbox"/> Off campus					
Course Components * <input type="checkbox"/> Lecture <input type="checkbox"/> Seminar <input type="checkbox"/> Lab <input type="checkbox"/> Independent <input type="checkbox"/> Capstone <input checked="" type="checkbox"/> INT					
Grading Basis <input type="checkbox"/> Letter grades <input checked="" type="checkbox"/> Satisfactory/ Unsatisfactory <input type="checkbox"/> In Progress / Complete					
Repeat for credit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Total repeats allowed? <u>3</u>		Repeat within a term? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Required course? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Final exam required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Capstone course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Combined with a undergrad course? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, identify which undergraduate course and the additional course requirements for graduate students:					

* See important definitions on the curriculum website.

RESOURCES

If additional resources are required to offer this course, provide information on the source(s) of those additional resources.

Faculty member(s) who will normally teach this course
Additional faculty members, space, and/or specialized equipment required in order to offer this course

CONTACT PERSON

Academic Unit / Program Individualized Interdisciplinary Studies	Name (typically, Graduate Program Chair) Roxanne Panchasi	Email ins@sfu.ca
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ACADEMIC UNIT APPROVAL

A course outline must be included.

Non-departmentalized faculties need not sign

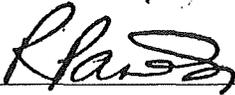
Graduate Program Committee	Signature	Date
Department Chair	Signature	Date

FACULTY APPROVAL

The course form and outline must be sent by FGSC to the chairs of each FGSC (fgsc-list@sfu.ca) to check for an overlap in content

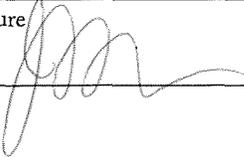
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This approval indicates that all the necessary course content and overlap concerns have been resolved. The Faculty/Academic Unit commits to providing the necessary resources.

Faculty Graduate Studies Committee Roxanne Panchasi	Signature 	Date AUG 20 2021
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A library review will be conducted. If additional funds are necessary, DGS will contact the academic unit prior to SGSC.

SENATE GRADUATE STUDIES COMMITTEE APPROVAL

Senate Graduate Studies Committee Jeff Derksen	Signature 	Date Sept 14/21
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ADMINISTRATIVE SECTION (for DGS office only)	
Library Check: _____	If different from regular units:
Course Attribute: <u>NCPR</u>	Academic Progress Units: _____
Course Attribute Value: <u>NCPRAC</u>	Financial Aid Progress Units: _____
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Attendance Type: _____	