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MEMORANDUM

ATTENTION Senate
FROM Wade Parkhouse, Dean, Graduate
Studies
RE:

DATE January 16, 2014
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2012-13 Annual Report of SGSC

I am pleased to submit to Senate the 2012-13 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.*

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 the Senate Committee on University Priorities (SCUP) and Senate, curriculum changes related to the addition, deletion and modification of programs and courses, as well as revisions to relevant regulations.

Revisions to Programs and Policies

- a) GGR 1.3.5.a Cohort Special Arrangements
- b) GGR 1.9.2 Preparation for Examination of Master's Thesis
- c) GGR 1.10.4 Submission of the Thesis to the Library

- d) GGR 1.11 Publication of Thesis
- e) Minimum attendance at a Master's Examination
- f) FAS: ENSC/MEng; MSE/ Master's and PhD Programs
- g) FASS: FREN, GSWS, IS, POL, SA, URB MAs; SA PhD, LAS Program and Certificate
- h) BUS: EMBA, EMBA (ABL), GDBA, MBA, MOT MBA, PhD
- i) FCAT: CMNS MA Programs
- j) EDUC: PhD Programs
- k) SCI: STATS and ACMA Graduate Programs

New programs approved and recommended

FASS: IS Concurrent BA-MA Program

BUS: Special Cohort: GDBA Social Innovation and Entrepreneurship

BUS/STATS: Graduate Diploma in Financial Engineering under Special Arrangements

FENV: MSc in Ecological Restoration NOI

Curriculum Changes Approved

Program Changes	New Courses	Courses deleted	Courses Changed
31	65	9	88

Note: numbers are approximate

Graduate admissions, enrolments and credentials awarded

The number of graduate applications decreased slightly in 2012/13 while new enrolments remained stable. Graduate enrolments as a whole remained relatively stable from 4439 students in 2012 to 4403 in 2013. Credentials awarded include 1015 master's degrees and 175 PhD/EdD, which is an increase of 17% in doctorate degrees awarded from last year.

Graduate Admissions	04/05	10/11	11/12	12/13
Applications	3961	5508	5701	5552
Offers	1901	2129	2230	2289
Accepted offers	1512	1827	1868	1875
New Enrolments	1449	1626	1672	1652

Enrolments	04/05	10/11	11/12	12/13
Total*	3666	4610	4439	4403
Degree**	2889	3807	3719	3759

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

** Total headcount of master's and doctoral students

Credentials Awarded	04/05	10/11	11/12	12/13
Masters (M)	651	915	1073	1015
Doctoral (D)	85	126	150	175
Total (M&D)	736	1041	1223	1190

SGSC Appeals Subcommittee

There were two appeals submitted in 2013.

SGSC Special Arrangements Steering Committee

In 2013, three students were admitted to the Special Arrangements program and three successfully defended. At the end of 2013, 17 students remained registered in this program.

SGSC members during 2012–2013 were:

W. Parkhouse, Chair (Dean of Graduate Studies)
E. Jozaghi, Y. Norouzi, D. Sieukaran, A. Hall. S. Gajdics, Graduate Students
R. Cameron, Chair FGSC, Faculty of Applied Sciences
P. Budra, J. Pulkingham, Chair FGSC, Arts and Social Sciences
C. Collins, M. Wexler, Chair FGSC, Business
T. Calvert (Acting), P. Pasquier, Chair FGSC, Communication, Art and Technology
J. Nesbit, P. Winne, Chair FGSC, Education
S. Markey, Chair FGSC, Environment
C. Janes, Chair FGSC, Health Sciences
P. Ruben, Chair FGSC, Science
M-E Kelm, P. Liljedahl, Associate Dean(s) Graduate Studies (ex officio)
M. Pope, Director Graduate Records (ex officio)
N. White, University Librarian (ex officio)
Sheilagh MacDonald, Secretary to the Dean of Graduate Studies (ex officio)
A. Baybuz, GSS Academic and Internal Relations Officer (ex officio)
J. Lane, GSS Coordinating and External Relations Officer (ex officio)