

SIMON FRASER UNIVERSITY

S.71-56

MEMORANDUM

To MEMBERS OF SENATE

From JOHN M. WEBSTER

Subject AMENDMENTS TO GENERAL REGULATIONS
FOR GRADUATE STUDIES - S.71-56

INTERIM DEAN OF GRADUATE STUDIES

Date APRIL 21, 1971

MOTION: "That the amendments to sections 5.3, 10.4, 12.0, 12.1, 12.2, 12.3, 12.4 and 12.5 of the General Regulations for Graduate Studies approved by the Senate Graduate Studies Committee be approved by Senate."

SIMON FRASER UNIVERSITY

S. 71-56

MEMORANDUM

To.....	Members of Senate	From.....	John M. Webster, Interim Dean of Graduate Studies
Subject.....	AMENDMENTS TO GENERAL REGULATIONS FOR GRADUATE STUDIES	Date.....	21 April, 1971

MOTION

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The amendments to sections 5.3, 10.4, 12.0, 12.1, 12.2, 12.3, 12.4 and 12.5 of the General Regulations for Graduate Studies approved by the Senate Graduate Studies Committee be approved.

BACKGROUND

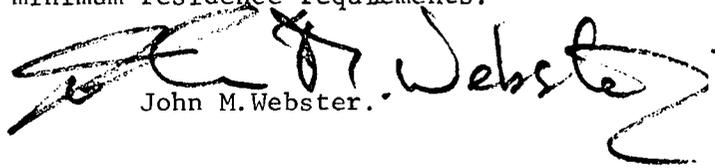
When the General Regulations for Graduate Studies were approved in August 1970, it was on the understanding that in the ensuing twelve months some changes would probably be made in the light of experience.

Most of these amendments originate from Departmental and Faculty recommendations and are of a relatively minor nature. They are being proposed in order to minimize the procedural work associated with a graduate student's passage through the University and to eliminate duplication of effort and undue delay.

The new phrasing of 5.3 and of 12.0 to 12.5 minimizes committee approvals and that of 10.4 and 12.4 also clarifies possible ambiguities.

Currently there is confusion regarding the function of 'On-Leave' status. I believe that the 'On-Leave' status permits a student (a) to break from his degree program for one or several semesters and/or (b) to obtain a degree over several years whilst being fully employed (e.g. a school teacher).

This type of flexibility is important in the functioning of a University in contemporary society, as it is at once realistic and practical. However, although such a system is very desirable for a Master's type of degree it is essential that if one wishes to safeguard the standards and meaning of the Ph.D. degree an extended period of intensive study is required. Thus only in exceptional circumstances would a student obtain approval for 'On-Leave' status during the minimum required residence period. This does not preclude the possibility of a student obtaining approval for 'On-Leave' status after he has completed the minimum residence requirements.


John M. Webster.

SIMON FRASER UNIVERSITY

To: Senate

From: Office of the
Dean of Graduate
Studies

Subject: Amendments to the General Regulations
for Graduate Studies

Date: April 21, 1971

The attached paper has been approved by

- (a) Executive Committee of the Senate Graduate Studies
Committee at their meeting of

March 15, 1971

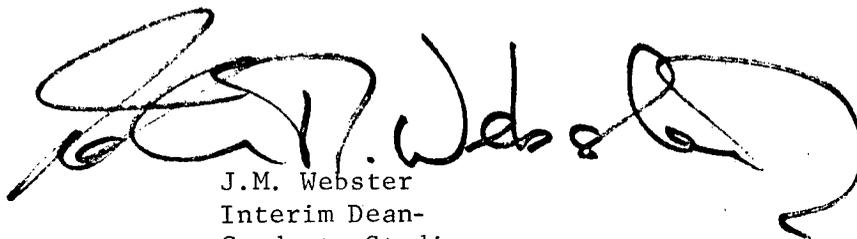
April 5, 1971

and by

- (b) Senate Graduate Studies Committee at their
meeting of

April 13, 1971

and the Dean of Graduate Studies now submits this paper
to Senate for its consideration and approval.


J.M. Webster
Interim Dean-
Graduate Studies.

5.3 Supervisory Committee

In consultation with the graduate student, the Senior Supervisor will form a Supervisory Committee composed of at least two persons, including the Senior Supervisor, as soon as possible but not later than the middle of the second semester after admission as a Regular Student to the graduate degree program. The composition of the Supervisory Committee of which the Senior Supervisor is Chairman, shall be approved by the Departmental Graduate Studies Committee and the Dean of Graduate Studies and distributed to the Faculty Graduate Studies Committees for information. The Supervisory Committee is specifically responsible for (a) helping the student develop a program of study and (b) aiding in the evaluation of the student so as to best meet the requirements of the Department, Faculty and University.

10.4 Residence

The Ph.D. Degree requires that a student be registered in an approved program and undertaking full-time study at this University as a Regular Student for a minimum of five consecutive semesters following completion of the Master's degree. At least eight consecutive semesters are required for those students who are permitted to proceed from the Bachelor's First Class Honors Degree level without completing the Master's Degree. Any modification of this must be approved by the Senate Graduate Studies Committee.

12.0 Examinations

The number and type of examinations required for the Master's and Doctoral programs vary according to the subject and department. At the conclusion of the candidate's program, the Supervisory Committee will meet to consider the work done by the candidate and to make recommendations to the Departmental Graduate Studies Committee and the Departmental Chairman regarding the awarding of the degree. In those instances where a thesis forms part of the program and where the Supervisory Committee is satisfied that the student is ready to conclude the degree program, it will make recommendations regarding the Thesis Defence to the Departmental Graduate Studies Committee.

12.1 Initiation of the Thesis Defence

At least two months, for a Ph.D. candidate, or one month, for a Master's candidate, prior to the proposed date of the Thesis Defence, the Supervisory Committee shall recommend to the Departmental Graduate Studies Committee, for its approval, a tentative date for the Thesis Defence and the composition of the Examining Committee. The thesis title, an abstract of the Thesis and, for a Ph.D. candidate, a short biography of the External Examiner should accompany the submission.

12.2 After approval of the date of the Thesis Defence and composition of the Examining Committee, this information shall be transmitted as follows:

- (a) for the Master's Degree to the Dean of Graduate Studies for approval who will inform the Faculty Graduate Studies Committees and the Senate Graduate Studies Committee.
- (b) for the Ph.D. Degree to the Faculty Graduate Studies Committees for approval who will transmit it to the Dean of Graduate Studies for approval by the Senate Graduate Studies Committee.

12.3 Copies of Thesis

Unbound copies of the completed thesis must be submitted by the candidate to the Departmental Chairman not later than one month before the date of the Thesis Defence. These copies will be made available to members of the Examining Committee, and, in the case of a Ph.D. candidate, one copy will be sent to the Dean of Graduate Studies who will forward it to the External Examiner.

12.4 Examining Committee

The approved Examining Committee for the Thesis Defence shall have the following minimum composition:

- (a) Chairman, who shall be the Chairman of the Departmental Graduate Studies Committee, or his designate, who shall be non-voting. If the Chairman of the Departmental Graduate Studies Committee is also the Senior Supervisor, he shall appoint a designate. A designate shall be someone qualified to be on the Departmental Graduate Studies Committee, and who is not otherwise required to serve on the Examining Committee.
- (b) External Examiner required for a Ph.D. candidate, who shall not be an employee of this University.
- (c) The Supervisory Committee
- (d) For a Ph.D. candidate, a professor from this University other than included under a. and c. and, for a Master's candidate, a professor not included under a. and c. who may be from either this University or outside this University.

12.5 The Role of the External Examiner in the Ph.D. Examining Committee

The External Examiner should be chosen as a distinguished scholar with particular experience in the field of the thesis research. He shall submit a brief written Report on the thesis to the Dean of Graduate Studies at least two weeks prior to the Thesis Defence. The Report, which should indicate the general quality of the Thesis, will be sent immediately to the Senior Supervisor for consideration by the Supervisory Committee.