

Report of the Planning Committee to Council

Oct. 21, 1999

Items for Action

1. College of Graduate Studies and Research

Revised graduate programs, and recommendation for revised tuition structure

Over the last five years, the College of Graduate Studies and Research has been studying a significant revision to their curriculum and, in consequence, their tuition structure. These proposals were approved by Graduate Council and have now been approved by the Academic Programs Committee, the Budget Committee, and the Planning Committee.

Curriculum revisions (Appendix One, pages 5 to 10)

The following motion approves the new structure for curriculum revisions in graduate programs, and delegates to the College of Graduate Studies and Research the authority to approve some program revisions.

That Council approve the revised Graduate Program Course Requirements, as set out by the College of Graduate Studies in their October 14, 1998 proposal (Appendix One). Specifically, the College of Graduate Studies minimum course requirements for Master's (thesis) and PhD programs will be replaced by requirements specific to each graduate program. Current program requirements will remain until a program revision is approved.

All new graduate programs, substantive changes to existing programs, new courses and course deletions would continue to be subject to regular Council or Course Challenge approval procedures. However, authority to approve a proposal from a department to reduce minimum Master's (thesis) credit unit requirements to 9 credit units or greater, plus seminar, and/or to reduce PhD course requirements is delegated to the Graduate Council.

The Planning Committee also supports the Academic Program Committee's requirement that the College of Graduate Studies and Research provide an annual report to the Academic Programs Committee and to Council outlining the changes it has approved in graduate programs and their rationale. In 2004 the Academic Programs Committee will review this process.

Attached as Appendix One is the report from the College of Graduate Studies and Research which describes this curricular revision.

Recommendations for tuition (Appendix Two, pages 11 to 24)

The following motion recommends that the Board of Governors approve a revised tuition structure for graduate students. The revised structure primarily affects students in "thesis" programs at the Master's and PhD levels. Basically, such students pay a fixed fee in equal installments. Details of the proposal are described in Appendix 2.

~~That Council recommend the Board of Governors approve the tuition structure as proposed in Appendix Two.~~

~~2. Program changes in Agricultural Economics (Appendix Three, pages 25 to 36)~~

The Academic Programs Committee, the Budget Committee, and the Planning Committee recommend approval of these program changes.

~~That Council approve the revisions to the Agricultural Economics program as described in Appendix Three.~~

Item for Discussion

~~Virtual College Governance Structure (Appendix Four, pages 37 to 42)~~

Appendix Four outlines a governance structure for virtual colleges. It was initially presented to Council for discussion last spring but was not discussed at that time. The Planning Committee would appreciate hearing the opinions of Council members about this proposal before it recommends approval.

for 

Jene Porter, Chair

Committee members:

R.P. MacKinnon, President
M. Atkinson, Vice-President (Academic)
A.J. Whitworth, Vice-President (Finance and Administration)
M. Corcoran, Vice-President (Research)
S. Junor (USSU)
S. Pinder (GSA)
R. Thompson (Sessional Lecturer)
F. Berruti
R.E. Bilson
H. Dickinson
G. Khachatourians
J. McClements
L. Qualtiere
W.W.E. Slights
E.B. Waygood
B.L. Dubray, University Studies Group
P.M. Melis, Office of the Vice-President (Academic)
C. Fornssler, Committee Coordinator

Planning Committee of Council
Oct. 21, 1999

Appendix One: Graduate Studies Curriculum Revisions



MEMORANDUM

TO: Ron Steer
Chair, Planning Committee

FROM: R. Gary Kachanoski
Dean of Graduate Studies and Research

DATE: October 14, 1998

RE: *Graduate Program Course Requirements*

Please find enclosed a proposal from the College of Graduate Studies and Research to significantly increase the flexibility of graduate degree requirements among different programs. As I indicated to the Planning Committee last spring, the increase in accountability through systematic graduate program review should be accompanied by increased flexibility and increased transparency in course numbering, descriptions, and transcripts. The proposal for increased flexibility has imbedded in it, a requirement for accuracy with respect to course numberings etc. (i.e. the issue of 7xx, 8xx, and double numbered undergraduate/graduate courses).

The proposal was unanimously approved by the CGSR Academic Committee, Ph.D. Committee, and Executive Committee. Graduate Council unanimously approved the proposal Oct. 6, 1998.

Please note: There was some concern regarding the wording of motion #2.
i.e.: That CGSR cannot approve a motion giving it authority to approve program changes. However, CGSR is not assuming authority by passing the motion, it is just asking University Council to grant it the authority by agreeing to the motion.

I would be pleased to discuss the proposal with you.

A handwritten signature in dark ink, appearing to read "R. Gary Kachanoski".

R. Gary Kachanoski

RGK:sc
Attach.

MINIMUM COURSE REQUIREMENTS FOR GRADUATE PROGRAMS

The CGSR Executive, Academic and Ph.D. committees recommend the following motions be approved and forwarded to University Council for approval.

MOTION #1: "That the CGSR minimum course requirements for Master's (thesis) and Ph.D. programs be replaced with individual graduate program requirements. Current program requirements remain until a program revision is approved."

MOTION #2: "That proposals to reduce minimum Master's (thesis) course requirements to 9 c.u. (or greater) plus seminar and/or reduce Ph.D. course requirements require approval from only appropriate CGSR academic committees and CGSR Council."

Implementation of major changes to minimum course requirements depends on a program based (rather than course based) tuition model being adopted for graduate thesis programs.

Background

The purpose of the proposal is to provide more flexibility within graduate programs, while maintaining academic standards consistent with similar degrees in the discipline. Currently, the College of Graduate Studies and Research (CGSR) requires a minimum of 15 c.u. of coursework (i.e. five 3 c.u. courses), plus credit for seminar (GSR 990) and thesis (GSR 994), for the Master's (thesis) degree. Two graduate programs (History, Law) require only 12 c.u. of coursework. A number of graduate programs, primarily in Social Sciences and Humanities, require more than the minimum 15 c.u. of coursework. A number of graduate programs in the natural, physical, and engineering sciences have indicated they would like to reduce the minimum number of required courses (c.u.) for their Master's (thesis) programs.

A summary of the minimum number of equivalent 3 c.u. courses required at other major Canadian universities is given in Table 1. All of the universities listed in Table 1 have lower course (c.u.) requirements than the University of Saskatchewan. In addition, many of the universities count the graduate seminar class against course requirements. Thus, a majority of the universities have a requirement for 3 (3 c.u.) courses plus seminar. In addition to lower minimum course (c.u.) requirements for Master's (thesis) programs, almost all the universities have no minimum course requirements for the Ph.D., at the College level. Currently, the CGSR (U of Sask) requires a minimum of 6 c.u. of courses plus seminar for the Ph.D.

Table 1. A summary of the minimum number of courses required for a Master's (thesis) and Ph.D. degrees.

University	Minimum No. of Courses*	
	Master's	Ph.D.
Univ. of British Columbia	4	determined by program
Univ. of Victoria	4	determined by program
Univ. of Alberta	4	determined by program
Univ. of Calgary	determined by program	determined by program
Univ. of Waterloo	4	determined by program
McMaster Univ.	2	1
Queen's Univ.	4	determined by program
York Univ.	2	determined by program
Guelph Univ.	4	determined by program
Univ. of Toronto	determined by program	determined by program

*Most universities allow programs to count the seminar class against the course requirement.

Two universities (Univ. of Toronto, Univ. of Calgary) have no minimum courses (c.u.) required by the College of Graduate Studies; minimum course requirements are set by individual programs and

published separately in the Graduate Calendar. Course requirements vary considerably from program to program (Table 2).

Table 2. Examples of individual program variations in minimum course requirements at the Univ. of Toronto and Calgary.

Univ. of Toronto; Master's (thesis)

Biochemistry:	seminar plus courses equivalent to biochemistry undergrad degree (U of T)
Chemistry:	2 courses plus seminar
Civil Engin.:	6 courses plus seminar
Computer Sci.:	5 courses
Geology:	2 courses
History:	4 courses
Math:	4 courses
Pathology:	1 course plus seminar
Physics:	4 courses plus seminar
English:	5 courses

Univ. of Calgary, Master's (thesis)*

Anthropology:	5 courses
Archaeology:	6 courses
Biochemistry:	3 courses plus seminar
Biological Sci.:	2 courses plus seminar
Chem. Engin.:	4 courses
Chemistry:	4 courses plus seminar
Computer Sci.:	4 courses plus seminar
Economics:	6 courses plus seminar
Geology:	4 courses plus seminar

*up to 50% of courses can be senior (4th yr.) undergraduate courses

Proposal

The proposal is to replace the CGSR minimum course requirements for Master's (thesis) and Ph.D. programs with individual graduate program requirements. Current program requirements will remain until a program revision is approved. Proposals to reduce Master's (thesis) minimum course requirements to 9 c.u. plus seminar and thesis or change course requirements for the Ph.D. will require approval from only the CGSR (Graduate Council), after review and approval from the CGSR Academic or Ph.D. committees. Programs proposing more substantive changes will require both CGSR and University Council approval.

The most appropriate time for proposing a major change in the graduate program is during graduate program review (approximately a 5-7 yr cycle). It is recognized that some programs may want to make changes before they are scheduled for systematic graduate program review. However, if programs are within 18 months of graduate program review, CGSR may require the proposal be delayed until the review. Programs proposing major changes before they have undergone graduate program review will have to be approved by both the CGSR and University Council.

All proposals for changes to graduate programs must include appropriate academic justification. *A proposal format will be developed and circulated to all departments.* Proposal for major changes are expected to provide information on (1) the academic objectives of the program, and (2) the curriculum of the program and its relation to the academic objectives. Questions similar to those in the "Graduate Program Review Self-Study Document Guide" related to program objectives, curriculum, and resources should be addressed in the proposal. A comparison of the proposed curriculum with similar graduate programs of other major Canadian universities is expected.



MEMORANDUM

99-18-8.4

discuss
Jan 21/99

TO: Ron Steer, Chair
Planning Committee

FROM: Linda Suveges, Chair
Academic Programs Committee

DATE: December 30, 1998

RE: Graduate Program Requirements

On December 18, the Academic Programs Committee reviewed the Graduate Program Requirements.

During its discussions of this matter, the Committee also made the following observations and recommendations:

- 1) all new programs would be subject to regular Council approval procedures, and hence proposals would be developed and reviewed in accordance with the usual procedures outlined by Council and its committees;
- 2) the approval mechanisms outlined in the CGSR proposal would only apply to minimum course requirements as set out in the guidelines. All other changes to programs would be subject to regular Council procedures (e.g., individual new courses would go through the Challenge procedures);
- 3) the College of Graduate Studies and Research should give an annual report to Council (preferably through the Academic Programs Committee), outlining decisions made regarding graduate program changes and their rationale (the Committee felt that this information would be helpful to it in its reviews of new graduate programs, to put them into the context of currently available programs); and,
- 4) this process should be reviewed within five years, after some data is available, to see how effective it has been.

After its review of the information provided by CGSR, and subject to the comments outlined above, the Committee agreed with the motions approved by the Graduate Council on October 6, 1998 and put forth by the CGSR regarding minimum course requirements for Graduate Programs. The Committee was of the view that by allowing more flexibility, the quality of graduate programs would be enhanced.

Please let me know if you require further information.

Linda G. Suveges
for Linda G. Suveges

Encl.

cc: G. Beck, Budget Committee
G. Kachanoski, College of Graduate Studies and Research
R. Jamison
Academic Programs Committee members