

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
Academic Council of the School of Graduate Studies
Minutes, Meeting of December 17, 2018

PRESENT: Dr. A. Surprenant (Chair), Dr. D. Farquharson, Dr. E. Haven, Dr. R. Joy, Dr. L. Lye, Mr. D. Howse, Dr. V. Maddalena (via teleconference), Dr. J. Doré, Dr. N. Cook, Dr. D. Moralejo, Dr. H. Liu, Dr. J.C. Loredano-Osti, Dr. K. Tahlan, Dr. R. Klein, Mr. A. Alkasasbeh, Mr. A. Hossain, Ms. S. Jamil, Dr. S. Decker (via Blue Jeans), Mr. C. Forbes (via Blue Jeans), Dr. M. Liboiron, V. Kavanagh

APOLOGIES: Dr. A.M. Sullivan, Dr. H. Zhang, Dr. E. Pittman, Dr. P. Coady, V. Campbell, Dr. R. Shannahan, Dr. S. Cadigan

1. MINUTES

It was moved by Dr. Lye, and seconded by Dr. Doré, that the minutes of the meeting held November 19, 2018, be approved as circulated. The motion

CARRIED

2. BUSINESS ARISING

3. CORRESPONDENCE

4. DEAN'S REPORT/REPORT OF SENATE

- a) All items from Council that were considered at the Senate meeting of December 11, 2018, were approved.
- b) A welcome was extended to the new Director of External Affairs, GSU – Sana Jamil.

5. REPORT OF THE GRADUATE STUDENTS' UNION

- a) Ms. Jamil announced the new Director of Campus Life, GSU – Abul Hossein.
- b) The GSU has many events scheduled for the upcoming Winter semester 2019
- c) Many requests are being received by students for assistance to attend conferences, and the GSU is doing their best to try and accommodate as many as possible.
- d) A motion was passed unanimously at Senate regarding a 'Day of Action' on February 6, 2018. All campus' are included in this 'Day of Action' and instructors are requested to accommodate the student on this day.

6. a) Academic Council Executive

Environmental Science

The Environmental Science program is requesting revisions to section 15.3 governing the Master of Environmental Science program. Revisions include clarification that admission to OPTION B is limited, selective and competitive, and therefore not guaranteed. ; to provide a specific and early deadline for applications; to clarify that students who are admitted to the program are not placed in a paid work term position but must compete for available opportunities; and to provide additional information on the work term course 601W and its evaluation.

It was moved by Dr. Lye, and seconded by Dr. Loredo-Osti, that the proposed revisions be approved. The motion

Carried

15 Regulations Governing the Degree of Master of Environmental Science

[15.3 Degree Requirements](#)

15.3 Degree Requirements

To the extent that resources permit, individual programs will be developed to suit students' interests and needs. However all programs must be approved by the Board of Studies and by the Dean of Graduate Studies. All **General Regulations** of the School of Graduate Studies shall apply to these degrees.

1. The Master of Environmental Science (M.Env.Sci.) is a multidisciplinary course-based degree, focussed on environmental issues. The Degree program provides for both multidisciplinary courses and for courses focussed on the student's specific area of interest.
2. The Degree program requires completion of 24 credit hours of either **Option A** or **Option B** and a project report. The project report will be evaluated according to procedures outlined in **General Regulations, Theses and Reports**.

Option A

Students will be required to take a minimum of 15 credit hours in program courses, 9 credit hours of which must be Environmental Science 6000, Environmental Science 6009, and Environmental Science 6010 and 6 credit hours from Environmental Science 6001, 6002, and 6003. Students will also be required to take a minimum of 9 credit hours in elective courses approved by the Board of Studies, 6 credit hours of which will normally be selected from graduate courses offered by the Faculty of Science and the Faculty of Engineering and Applied Science. Students are advised to consult with instructors and Faculties regarding necessary prerequisites and availability.

Option B

Admission into Option B is limited, competitive and selective. Students may be requested to participate in an interview as part of the selection process. The application deadline for admission to Option B is October 15th.

Students will be required to take a minimum of 15 credit hours in program courses, 9 credit hours of which must be Environmental Science 6000, Environmental Science 6009, and Environmental Science 6010 and 6 credit hours from Environmental Science 6001, 6002, and 6003. Students will also be required to take a minimum of 6 credit hours in elective courses approved by the Board of Studies, normally selected from graduate courses offered by the Faculty of Science and Faculty of Engineering and Applied Science. In addition, students will be required to complete the 3 credit hours course Environmental Science 601W (work term).

Environmental Science 601W is a work term of one semester duration. The work term is a full-time period of employment, normally paid and normally in the spring semester. Students are ultimately responsible for securing work term placements. Academic Staff Members in Co-operative Education, in consultation with the Program Chair and the student's Supervisor, provide support for the job search and inform students of potential opportunities. Work terms must be approved by the Academic Staff Members in Co-operative Education before the start of the term.

Work term evaluations consist of two components:

- i. On-the-job Student Performance: job performance shall be assessed by the Academic Staff Members in Co-operative Education using information gathered during the work term and input from the employer toward the end of the work term. Evaluation of the job performance will result in one of the following classifications: PASS WITH DISTINCTION, PASS, or FAIL.
- ii. Assignment(s): students are required to submit one or more assignments to the Academic Staff Members in Co-operative Education as outlined in the course syllabus. Evaluation of the assignment(s) will result in one of the following classifications: PASS WITH DISTINCTION, PASS, or FAIL.

Overall evaluation of the work term will result in one of the following final grades being awarded: PASS WITH DISTINCTION indicates the student received a grade of pass with distinction on both the on-the-job performance and the assignment(s).

PASS indicates the student received a grade of PASS on both the on-the-job performance and the assignment(s) or a grade of PASS on one component and PASS WITH DISTINCTION on the other component.

FAIL indicates the student receive a grade of FAIL on either one or both of the on-the-job performance and assignment(s).

~~Work term placements are arranged by Co-operative Education in consultation with the Program Chair and the student's Supervisor. The on-site employment supervisor and Co-operative Education evaluate the work term based on the student's performance on the job and on a written work term report submitted by the student. The topic of the work term report must be related to the work experience and will be chosen by the student in consultation with the on-site employment supervisor and Co-operative Education. The student will be permitted to submit a work term report only after the on-site employment supervisor and Co-operative Education determine that the work term has been successfully completed. The work term report may become the basis for the project report for Environmental Science 6009 (Project) which is required for the M.Env.Sci. Degree. The Program Chair, on the advice of Co-operative Education with input from the on-site employment supervisor, will recommend to the Dean of Graduate Studies a grade of Pass with Distinction, Pass, or Fail. In cases where Co-operative Education and the on-site employment supervisor are unable to reach agreement concerning the grade, the final decision lies with the Program Chair. Should a student fail to complete a work term successfully, the graduate student's M.Env.Sci. Supervisor and the Program Chair may submit to Co-operative Education a proposal for a different work term placement (only once), or the student may apply to the Board of Studies for a change to the course-based M.Env.Sci. Option A, or to the thesis-based M.Sc. (Environmental Science).~~

c) Aquaculture

The Aquaculture program is requesting approval of revisions to section 25.5 governing Aquaculture. Revisions include a name change of Aquaculture to Sustainable Aquaculture, and other proposed revisions to delete courses no longer being offered by various departments, addition of a few alternate courses in Ocean Sciences, and a few minor word changes.

It was moved by Dr. Lye, and seconded by Dr. Loredo-Osti, that the proposed revisions be approved. The motion

Carried

25.5 Sustainable Aquaculture

- www.mun.ca/sgs/contacts/sgscontacts.php
- www.mun.ca/science

The program of study leading to the Master of Science in Sustainable Aquaculture is designed to instruct students in research using scientific principles derived from a wide range of disciplines including Behaviour, Biochemistry, Biology, Ecology, Food Science, Genomics, Nutrition, and Physiology. It is an interdisciplinary program and often involves several fields of study. Research ~~problems~~ projects may include field and/or laboratory studies of one or more species of marine or freshwater flora and/or fauna. The Aquaculture group consists of faculty members from the Fisheries and Marine Institute of Memorial University of Newfoundland and the Departments of Biology, Biochemistry, and Ocean Sciences of Memorial University of Newfoundland. Research scientists at other institutions, e.g., Fisheries and Oceans Canada, complement the group in offering advice, facilities, and expertise to students in the program.

The Sustainable Aquaculture Administrative Committee is responsible for the program. This Committee is composed of seven members appointed by the Dean of Science including two to three members from the Department of Ocean Sciences, two to three members from the Fisheries and Marine Institute of Memorial University of Newfoundland, and two members from appropriate academic units at Memorial University of Newfoundland. In addition, the Heads of the Departments of Biochemistry, Biology, and Ocean Sciences, and the Head of the School of Fisheries of the Fisheries and Marine Institute of Memorial University of Newfoundland are ex-officio members. The Committee makes recommendations to the Dean of the School of Graduate Studies concerning the academic requirements of the program: admission, course programs of individual students, financial support, composition of supervisory committees, and theses examiners. The Chair of the Committee will also ensure that a supervisory report form for each student in the program is submitted annually to the Dean.

25.5.1 **Qualifications for Admission**

To be considered for admission to the Master of Science in Sustainable Aquaculture, an applicant shall normally hold one of the following: at least a second class Honours degree, or an equivalent both in achievement and depth of study, from an institution recognized by the Senate, or successful completion of the Advanced Diploma in Sustainable Aquaculture offered by the Fisheries and Marine Institute of Memorial University of Newfoundland, with academic standing deemed appropriate by the Committee.

25.5.2 **Program of Study**

1. The Master of Science Degree requires the successful completion of a program of courses and of a thesis embodying original research.
2. All candidates will be required to ~~take~~ complete 6 credit hours in graduate courses which will normally include at least one of the following: AQUA 6000 - Shellfish Culture and Enhancement, AQUA 6100 - Finfish Aquaculture, or AQUA 6200 - Aquaculture and the Environment.
3. Candidates who do not hold the Advanced Diploma in Sustainable Aquaculture may be required to successfully complete a selection of its component courses.
4. Further courses may be required depending on the background of the individual student.
5. Before the thesis is submitted, the student shall present an open seminar on the topic of investigation to the appropriate academic units, as recommended by the Administrative Committee.

Any serious deficiencies in the thesis noticed at this stage should be carefully considered, in consultation with the Supervisor, for rectification.

6. The student will be required to comply with all other regulations governing the graduate Degree of Master of Science.

25.5.3 Courses

A selection of the following graduate courses will be offered to meet the requirements of candidates as far as the resources of the Department will allow.

- **Aquaculture**
 - 6000 - Shellfish Culture and Enhancement
 - 6100 - Finfish Aquaculture
 - 6200 - Aquaculture and the Environment
 - 6201-6209 - Special Topics in Aquaculture (*prerequisite: Permission of Chair of Program*)
- **Biochemistry**
 - ~~BIOC 6670 – Biological Waste Treatment~~
 - 6630 – Marine Biochemistry
- **Biology**
 - 6000 - Research Topics in Microbiology
 - 6710 - Marine Benthic Biology
 - 7101 - Topics in Marine Biology
 - 7220 - Quantitative Methods in Biology
 - ~~7933 – Advanced Topics in Marine Invertebrates~~
 - ~~7938 – Genomics~~
 - ~~7531 – Biological Oceanography~~
 - ~~7535 – Research Methods in Marine Science~~
 - ~~7550 – Fishery Biology~~
 - 7551 - Fisheries Resource Management
 - ~~7560 – Physiology of Marine Invertebrates~~
 - ~~7561 – Physiology of Marine Vertebrates~~
 - ~~7570 – Marine Benthic Biology~~
 - ~~7910 – Community and Ecosystem Ecology~~
- **Cognitive and Behavioural Ecology**
 - 6351 - Behavioural Ecology and Sociobiology
- **Engineering**
 - 9603 - Environmental Sampling and Pollutant Analysis (*cross-listed as Environmental Science 6005*)
 - 9605 - Advanced Waste Water Treatment
 - 9622 - Environmental Statistics
- **Environmental Science**
 - 6000 - Environmental Science and Technology
 - 6001 - Earth and Ocean Systems
 - 6002 - Environmental Chemistry and Toxicology
 - 6003 - Applied Ecology
 - 6007 - Environmental Risk Assessment (*same as Engineering 9609*)
- **Geography**

- 6250 - Conservation of Natural Resources
- 6410 - Climatology
- **Marine Studies (Fisheries Resource Management) Program Courses**
 - 6001 - Fisheries Ecology
 - 6005 - Overview of World Fisheries
 - 6009 - Current Issues for Sustainable Fisheries
- **Ocean Sciences**
 - **7100 - Biological Oceanography**
 - **7200 - Adaptations to the Marine Environment**
 - **7300 - Plankton Dynamics**
 - **7400 - Fisheries Resource Management**
 - **7500 – Immunology and Diseases of Aquatic Organisms**
- **Physics**
 - 6316 - Ocean Measurements and Data Analysis
 - 6320 - Turbulence
- **Technology Management (Aquaculture Technology Option) Program Courses**
 - 6056 - Management of International Development
 - 6071 - Management of Aquaculture Technology
 - 6072 - Animal Husbandry Management
 - 6073 - Aquaculture Environmental Management
 - 6074 - Aquaculture Site and Operational Assessment
 - 6075 - Aquaculture Engineering Technology Management

Note:

Consult the Program for a list of titles and information regarding availability.

d) **Social Work**

The School of Social Work is requesting approval of revisions to section 32 governing the Master of Social Work. Revisions include minor changes in word choice, updating information for Pathway and the Field Practicum, clarifying the Course Format, and eliminating old calendar copy that was required while there were active students in the former program.

It was moved by Dr. Lye, and seconded by Dr. Klein, that the proposed revisions be approved. The motion

Carried

The calendar entry will now read:

32 Regulations Governing the Degree of Master of Social Work

- www.mun.ca/sgs/contacts/sgscontacts.php
- www.mun.ca/socwrk

The degrees of Master of Social Work and Doctor of Philosophy are offered in social work.

The Master of Social Work (M.S.W.) may be completed by part-time or full-time study. All program components are offered online except on-campus institutes and field practicum

The focus of the M.S.W. program is creative approaches to critical thinking for leadership in diverse social work practice. The program allows professionally qualified social workers holding the Degree of B.S.W. or an equivalent professional undergraduate degree in Social Work to undertake intensive advanced work in a specialized area of social work knowledge and practice.

The program is designed to be accessible to students in remote and rural areas, and requires that: (1) students have a computer and Internet access; and (2) can travel to St. John's for the institute portion of three practice courses. Students may incur charges for Internet services, long distance telephone charges, and travel and accommodation expenses.

Entrance into all courses and the offering of any course in an academic year is by approval of the School, consistent with the student's program. Students are admitted only into a designated program of studies.

The School of Social Work may deliver special offerings of the M.S.W. and/or other programs of the School to identified groups of out-of-province students where numbers warrant. These offerings will be self supporting, and therefore subject to an additional one-time non-refundable tuition fee as approved by the Board of Regents and payable on first registration following formal admission to the program. Students will also pay appropriate tuition fees for each semester during their tenure in the program.

Admission to the special offerings of these programs will be competitive, using the same procedures and standards that are in place for students applying to the St. John's campus program(s).

Subject to approval by the M.S.W. Program Committee of the School of Social Work, students admitted to an out-of-province program offering may apply to transfer to the equivalent program on the St. John's campus. In such instances, the fee structure under which the student was admitted will not change. Subject to approval by the M.S.W. Program Committee of the School of Social Work, students admitted to a St. John's based program may apply to transfer to the equivalent out-of-province program. In these instances, students transferring from the St. John's based program offerings to an equivalent out-of-province offering will be required to pay a pro-rated one-time fee upon formal transfer to the special offering.

32.1 Qualifications for Admission

1. Admission to the M.S.W. program is limited, selective, and competitive. Meeting the minimum criteria for admission does not guarantee acceptance to the program.
2. To be considered for admission, an applicant shall hold a Bachelor of Social Work (B.S.W.) degree (or an equivalent professional undergraduate degree in social work approved by the M.S.W. Program Committee of the School of Social Work) from an institution recognized by the Senate, with at least second class standing, and an average of at least 70% in the last 60 undergraduate credit hours.
3. In addition to the stated academic requirements, the applicant must have completed, subsequent to obtaining the B.S.W. degree, at least two years employment in professional social work practice or in a comparable human service discipline or activity. Extensive relevant experience prior to undergraduate degree work may be recognized in full or partial fulfillment of this requirement.
4. For ten percent of seats per year, priority is given to applicants of Aboriginal ancestry who meet the minimum criteria for admission. When the number of eligible applicants wishing to be considered under this clause exceeds the number of seats available, priority will normally be given to bona fide residents of Newfoundland and Labrador (see [Qualifications for Admission](#)). Applicants wishing to be considered under this clause shall complete the Educational Equity section of the Supplementary Information form at the time of application.
5. For an additional ten percent of seats per year, priority is given to applicants from other equity-seeking groups, based on sexual orientation, gender identity, race, ethnicity, disability and/or being disadvantaged by their economic position/background and who meet the minimum criteria for admission. When the number of eligible applicants wishing to be considered under this clause exceeds the number of seats available, priority will normally be given to bona fide residents of Newfoundland and Labrador (see [Qualifications for Admission](#)). Applicants wishing to be considered under this clause shall complete the Educational Equity section of the Supplementary Information form at the time of application.
6. Notwithstanding the above, and in keeping with the School's commitment to achieving equitable representation in the student body, the M.S.W. Program Committee of the School of Social Work, at its discretion, may give preference to additional applicants of Aboriginal ancestry and/or members of other equity-seeking groups who meet the minimum criteria for admission.
7. Notwithstanding the above, and in keeping with the University's special obligation to educate the citizens of Newfoundland and Labrador, when the number of eligible applicants exceeds the number

of seats available, priority will normally be given to bona fide residents of Newfoundland and Labrador (see [Qualifications for Admission](#)).

8. Applicants will be deemed bona fide residents of Newfoundland and Labrador if at the time of application they are currently residing or have a permanent address in the province.

32.2 Procedure for Admission

1. Applicants must submit an application for admission with supporting documentation to the School of Graduate Studies, which approves recommendations for admission made by the M.S.W. Program Committee of the School of Social Work. The supporting documentation will consist of: an official transcript of the applicant's previous academic record submitted directly from the institution(s) attended; a statement of previous professional employment; a list of any published or unpublished works; a declaration of program emphasis and educational objectives; and two letters of appraisal, to be submitted by two referees, one assessing the applicant's previous academic performance and one assessing the applicants previous practice performance. Letters of appraisal are to be submitted directly to the School of Graduate Studies by the referees.

Note:

Independent of admission to the program, a field practicum agency may require a Criminal Record Check, Vulnerable Sector Check, Child Protection Records Check, Health Check, etc.

2. The deadline date for receipt of applications for admission in September of each year is January 15 of the same year. All application forms and supporting documentation for admission to the program must be submitted to the School of Graduate Studies on or before the deadline of January 15.
3. The M.S.W. Program Committee of the School of Social Work may require the applicant to be interviewed by one or more faculty members of the M.S.W. Program Admissions Subcommittee.
4. A person who meets the basic admission requirements under [Qualifications for Admission](#), may, space permitting, take SCWK 6012 without being admitted to the M.S.W. program. Persons wishing to take a course under this provision must have applied for admission to the M.S.W. program by January 15th of the same year, and been placed on the waitlist. If there are available seats in the course, the applicant will need to submit to the School of Social Work the appropriate form requesting permission to register in a graduate course, and apply or reapply for admission to Memorial University of Newfoundland as an undergraduate.
5. A person who has completed an M.S.W. degree is eligible to register in any M.S.W. course offering, space permitting.

32.3 Plan of Study

1. A student's plan of study will be developed cooperatively by the student and the M.S.W. Student Services Coordinator.
2. Specified supplementary studies may be required to ensure requisite knowledge pertinent to the requirements for the degree.
3. A student electing a thesis program shall be assigned a Supervisor by the Dean of the School in consultation with the student. It is recommended that a thesis Supervisor be assigned as early in the program as possible. The thesis supervisor, when assigned, shall normally assume the duties of faculty advisor and Pathway mentor.
4.
 - a. Students who choose the thesis route must complete a thesis and a minimum of 21 credit hours consisting of SCWK 6012, 6013, 6014, 6313, 6413, 6917, and at least one of SCWK 6314 or 6315. Course route students must complete a minimum of 27 credit hours consisting of SCWK 6012, 6013, 6014, 6313, 6314, 6315, 6413, 6417, and 6917. Students in either route may be required to take additional courses.
 - b. In addition to the above, students will be required to register for SCWK 6000 during each of the relevant semesters as prescribed below, in accordance with their plan of study. This course comprises the academic mentorship component of the program and is designed to provide students with the opportunity to integrate curriculum with their individual academic and practice interests throughout their time in the program. For course route students,

SCWK 6000 serves as a foundation for SCWK 6417. For thesis route students, SCWK 6000 serves as a foundation for their thesis.

- i. Full-time course route and all thesis route students will register for SCWK 6000 beginning in the Fall of their first year and in each subsequent semester in which they are actively completing course work in the M.S.W. program.
- ii. Part-time course route students completing the program in 6 semesters will register for SCWK 6000 beginning in the Fall of their first year and in each subsequent semester in which they are actively completing course work in the M.S.W. program.
- iii. Part-time course route students completing the program in 9 semesters will register for SCWK 6000 beginning in the Fall of their second year and in each subsequent semester in which they are actively completing course work in the M.S.W. program.
- iv. By the end of the final week of the first semester in which students are registered in SCWK 6000, they are required to submit the M.S.W. Pathway Learning Contract to their Mentor. Progress related to the contract is reviewed by the student and mentor prior to the student enrolling in SCWK 6417. The mentor must approve enrolment in SCWK 6417.
- v. A grade of NC (No Grade Expected) will be awarded in all semesters of SCWK 6000 prior to the final Semester. The final grade in this non-credit course will be either Pass or Fail.

32.4 Field Practicum SCWK 6917

Each M.S.W. student is required to complete a 500 hour field practicum in a social work field setting, supervised by a qualified field instructor, approved by the School of Social Work. Field Instructors must have as a minimum qualification a M.S.W. Degree and a minimum of two years post-M.S.W. social work employment.

Scheduling of a field practicum is flexible. SCWK 6917 may be completed on a full time or part time basis, may occur in whole or in part within or outside the normal start and end dates of a semester, and in any case shall not exceed two semesters.

The M.S.W. Field Education Coordinator is responsible for facilitating appropriate matches among the student, field instructor, and field practicum setting. Although consideration will be given to all factors affecting the location and type of social work field practica, final approval of field practica rests with the School of Social Work. The School cannot guarantee the availability of M.S.W. field instruction in all communities and at all times. Students are responsible for their own financial support during the field practicum.

At least six months prior to the commencement of the semester in which they intend to begin SCWK 6917, all students shall submit a completed Intent to Register in M.S.W. Field Practicum form and a current resume to the M.S.W. Field Education Coordinator. The School of Social Work depends on the cooperation of community agencies external to the University to provide field practica and instruction to its students. A field agency may, prior to starting the practicum, require a Criminal Record Check, Vulnerable Sector Check, Child Protection Records Check, Health Check etc.. Students unable to meet the agency's requirements may be delayed in their program or prevented from completing their program of study. Students are required to complete and update these requirements in a timely fashion and at their own expense. The procedures of any given agency may change from time to time and are beyond the control of the University.

Evaluation of the field practicum will be on a PASS/FAIL basis. Students who voluntarily withdraw from the field practicum without prior approval of the M.S.W. Field Education Coordinator, or who conduct themselves in such a manner as to cause the agency and the M.S.W. Field Education Coordinator to terminate the practicum, will normally be awarded a grade of FAIL in the field practicum.

Students who voluntarily withdraw from the field practicum with the prior approval of the M.S.W. Field Education Coordinator cannot be guaranteed a second practicum during that semester. In this case, the student will be awarded a grade of INC for the field practicum. The student shall normally complete a field practicum in a subsequent semester.

32.5 Course Format

To increase accessibility for students in remote and rural areas, courses are offered in the following formats:

1. SCWK 6012, 6013, 6014, and 6413 are online courses.

2. SCWK 6313, 6314 and 6315 are online courses with a mandatory on-campus institute component consisting of 36 hours of classroom instruction. Course materials and activities for the pre-institute and post-institute components of the courses are available online for students. Classes are taught full time and students are expected to attend classes and complete assignments and group projects during this portion of the courses. It is recommended that students take leave from their employment for the duration of an on-campus institute, which may be scheduled in a combination of weekday, evening, and weekend hours within a two-week time period. The final decision regarding the on-campus institute schedule rests with the School of Social Work.
3. SCWK 6917 can be completed where appropriate supervision is available.
4. SCWK 6000 and 6417 can be completed in consultation with the student's Pathway mentor.
5. In exceptional circumstances, and contingent upon student numbers and school resources, additional course sections may be offered in a regular classroom format.

32.6 Period of Study

For students admitted to the program under [Plan of Study](#) above:

1. For part-time students, the program is designed to permit completion of all degree requirements within three academic years (nine semesters) or two academic years (six semesters). The following is a sample program of study for nine semesters:
 - o **Fall Semester:**
 - o SCWK 6012 in Year 1
 - o SCWK 6000, 6013, 6313, 6315 or 6413 in Year 2
 - o SCWK 6000, 6013, 6313, 6315 or 6413 in Year 3
 - o **Winter Semester:**
 - o SCWK 6013, 6014, 6313, 6314, or 6413 in Year 1
 - o SCWK 6000, 6013, 6014, 6313, 6314, or 6413 in Year 2
 - o SCWK 6000, 6013, 6014, 6313, 6314, or 6413 in Year 3
 - o **Spring Semester:**
 - o SCWK 6014, 6314 or 6315 in Year 1
 - o SCWK 6000, 6014, 6314 or 6315 in Year 2
 - o SCWK 6917 (Field Practicum) may be completed in Fall/Winter/Spring of Year 3
 - o SCWK 6417 (Pathway Scholarship) is the final requirement to be completed and may be completed in the same semester as SCWK 6917 (Field Practicum). Students are required to register for SCWK 6000 concurrently with SCWK 6917 and 6417.
2. For full-time students, course route, the program is designed to permit completion of all degree requirements within one academic year (three semesters), as follows:
 - o **Fall Semester:**
 - o SCWK 6000, 6012, 6313 (Institute) and 6413. Thesis students are required to complete 6313 and only one of the two institute courses 6314 or 6315
 - o **Winter Semester:**
 - o SCWK 6000, 6013, 6014, and 6314 (institute)
 - o **Spring Semester:**
 - o SCWK 6000, 6315 (Institute), 6417 (pathway scholarship), and 6917 (Field Practicum).
3. For full-time students, thesis route, the program is designed to permit completion of all degree requirements within one academic year (three semesters), as follows:
 - o **Fall Semester:**
 - o SCWK 6000, 6012, 6313 (Institute) and 6413
 - o **Winter Semester:**
 - o SCWK 6000, 6013, 6014, 6314 Institute). Thesis students are required to complete 6313 and only one of the two institute courses 6314 or 6315
 - o **Spring Semester:**
 - o SCWK 6000, 6315, 6917 (Field Practicum), thesis. Thesis students are required to complete 6313 and only one of the two institute courses 6314 or 6315

32.7 Evaluation

1. Failure to attain a final passing grade of A or B in a program course, or PASS in a PASS/FAIL course, shall lead to termination of the student's program, unless a re-read has been requested. Failure to obtain the required grades in the re-read shall lead to termination of the student's program.
2. To remain in good standing students are required to maintain professional behaviour consistent with the current Code of Ethics of the Canadian Association of Social Workers (www.casw-acts.ca/en/Code-of-Ethics). Students who are registered in their home province are required to comply with the current Code of Ethics of their provincial social work regulatory body. . Students who are not registered in their home province are required to comply with the current Code of Ethics of the Canadian Association of Social Workers (www.casw-acts.ca/en/Code-of-Ethics). Students who fail to meet this requirement will be required to withdraw from the School upon the recommendation of the M.S.W. Program Committee.

32.8 Courses

A selection of the following graduate courses will be offered to meet the requirements of candidates, as far as the resources of the School will allow.

- **Program Courses**
 - 6000 Pathway (mandatory repeatable non-credit course)
 - 6012 Critical Thinking and Reflection
 - 6013 Leadership for Social Justice (*prerequisite/co-requisite 6012*)
 - 6014 Leadership in Social Policy and Programs (*prerequisite/co-requisite 6012*)
 - 6313 Perspectives with Individuals and Families (*prerequisite/co-requisite 6012*)
 - 6314 Perspectives with Diverse Communities (*prerequisite 6012*)
 - 6315 Perspectives with Groups (*prerequisite 6012*)
 - 6413 Research Theory, Design, and Analysis (*prerequisite/co-requisite 6012*)
 - 6417 Pathway Scholarship (following completion of all other program components)
 - 6917 Field Practicum (*prerequisites 6012, 6013, 6014, 6313 and 6413 and prerequisite/co-requisite two of 6314 and 6315 for course route students; one of 6314 or 6315 for thesis route students*)
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 - Although the School does not currently offer a program in Social Policy and Administration, it has faculty expertise in these areas and, in the future, may offer the following courses: 6230 Seminar in Community Development 6530 Seminar in Social Administration: Evaluation of Policies and Programs
 - 6540 Supervision in Professional and Clinical Practice
 - 6550 Feminist Therapy in Social Work Practice
 - 6210 Seminar in Social Planning and Social Development
 - 6220 Seminar in Organization Development
 - 6510 Seminar in Social Administration: Social Policy Analysis, Development and Administration
 - 6520 Seminar in Social Administration: Program Design and Development
 - 6820-29 Individual Reading and Research in Special Areas
- **Thesis**
 - See **General Regulations, Theses and Reports**.

Note:

Every candidate shall comply with the **General Regulations** governing the School of Graduate Studies and the M.S.W. Degree Regulations.

e) Fisheries Science – Marine Institute

The Marine Institute is requesting approval of revisions to sections 27 and 34 governing the Master of Science in Fisheries Science (Fisheries Science and Technology, and Stock Assessment), and the PhD programs. Revisions include housekeeping; the reduction in

number of credit hours from 15 to 12 and the removal of FISH 6002 from the Program of Study and Courses sections governing the Stock Assessment program.

It was moved by Dr. Lye, and seconded by Mr. Howse, that the proposed revisions be approved. The motion

Carried

27 Regulations Governing the Master of Science in Fisheries Science

- www.mun.ca/sgs/contacts/sgscontacts.php
- www.mi.mun.ca

The Degree of Master of Science in Fisheries Science is a research-focused Master's degree offered by the School of Fisheries, at the Fisheries and Marine Institute. The Degree of Master of Science in Fisheries Science is offered in Fisheries Science and ~~Technology~~ **Technology** and Stock Assessment.

An Academic Advisory committee will be appointed by the Dean of Graduate Studies on recommendation of the Vice-President (Marine Institute). This committee will consist of an Academic Director as Chair, three members from the Marine Institute and two members from other academic units of the University. Normally, all appointments will be for a period of three years.

In addition to meeting the regulations governing the Degree of Master of Science in Fisheries Science, students must also meet the **General Regulations of the School of Graduate Studies** and any additional requirements of the appropriate academic unit.

27.1 Fisheries Science (Fisheries Science and Technology)

The Degree of Master of Science in Fisheries Science (Fisheries Science and Technology) is a research-focused Master's degree offered by the School of Fisheries at the Fisheries and Marine Institute. This program is for students who aim to pursue a career in fisheries science, and includes skills training that will empower students to conduct publication-quality research in any aspect of fisheries science. The degree is normally offered to full-time students. These regulations must be read in conjunction with the **General Regulations** of the School of Graduate Studies of Memorial University of Newfoundland.

27.1.1 Qualifications for Admission

1. Admission is limited and competitive. To be considered for admission an applicant will normally hold at least a high second class Honours Degree, or an M.D. Degree, or the equivalent of either, both in achievement and depth of study, from an institution recognized by the University Senate.
2. Any other applicant may be considered for admission provided that:
 - a. the applicant's undergraduate record after the first year shows an average of at least a grade of 'B' in courses in the proposed field of specialization;
 - b. the applicant's overall undergraduate record after the first year shows an average of at least a grade of 'B' in all courses taken; and
 - c. the applicant demonstrates a commitment and passion for aquatic science, ideally in fisheries, through employment or experience in field schools, research programs, the fishing industry, regulatory agencies or government departments, non-governmental organizations, consulting activities, or other relevant activities.
3. Applicants must meet the English Proficiency Requirements described under **General Regulations, English Proficiency Requirements**.

27.1.2 Program of Study and Research

Every student for the Master of Science in Fisheries Science (Fisheries Science and Technology) degree shall normally be required to complete all of:

1. 12 credit hours including:
 - a.
 - FISH 6000 Science Communication for Fisheries
 - FISH 6001 Ecology, Management, and Practice of North Atlantic Fisheries
 - FISH 6002 Data Collection, Management, and Display
 - FISH 6003 Statistics and Study Design for Fisheries Science
 - b. A thesis composed of at least one chapter of original research.
2. A student may be required by the Supervisory Committee to take additional courses.
3. All program course requirements should be completed within four semesters from the date of first registration in the M.Sc. degree program. Students will normally complete course requirements in their first two semesters.
4. Within three months of the first registration in the M.Sc. degree program, the student will meet with the Supervisory Committee. A meeting report, signed by all members of the Supervisory Committee and student, must be given to the Academic Unit. A copy will be sent to the student and to the Dean of Graduate Studies. Subsequent meetings must occur at least annually, with a report filed after each meeting.
5. ~~The student shall complete a written thesis proposal that is approved by the Supervisor and the Supervisory Committee. The proposal shall be provided to the Head for inclusion in the student's file. After approval, the student shall orally present the proposal in a presentation open to the public.~~
6. The student must present the thesis seminar of 20-30 minutes duration prior to submission of the thesis to the School of Graduate Studies. ~~The student will be questioned by a panel approved by the Academic Advisory Committee, in conjunction with the student's Supervisory Committee. All others in attendance will be invited to question the student before adjournment. Deficiencies noted at this stage should be carefully considered by the student and the Supervisory Committee prior to submission of the thesis for final examination.~~
7. The thesis shall conform to the School of Graduate Studies **General Regulations, Thesis and Reports**.

27.1.3 Evaluation

1. In order to continue in the School of Graduate Studies and in order to qualify for a Master's Degree a student shall obtain a grade of 'A' or 'B' in each program course as per **General Regulations, Evaluation, Evaluation of Graduate Students**.
2. The Supervisor and the Supervisory Committee may recommend that a student be required to withdraw from the program, if after consultation with the student, it is determined that the student is not making satisfactory progress towards completion of the program and unsatisfactory progress is unlikely to be corrected.

27.1.4 Thesis

A student must meet the requirements as outlined under the School of Graduate Studies **General Regulations, Thesis and Reports**.

27.1.5 Courses

- FISH 6000 Science Communication for Fisheries
- FISH 6001 Ecology, Management, and Practice of North Atlantic Fisheries
- FISH 6002 Data Collection, Management, and Display
- FISH 6003 Statistics and Study Design for Fisheries Science

27.2 Fisheries Science (Stock Assessment)

The Degree of Master of Science in Fisheries Science (Stock Assessment) is a research-~~focused~~ **focused** Master's degree offered by the School of Fisheries at the Fisheries and Marine Institute. This program is for students who aim to pursue a specific career in quantitative stock assessment of fisheries. The Degree is normally offered to full-time students. These regulations must be read in conjunction with the **General Regulations** of the School of Graduate Studies of Memorial University of Newfoundland.

27.2.1 Qualifications for Admission

1. Admission is limited and competitive. To be considered for admission an applicant will normally hold at least a high second class Honours Degree, or an M.D. Degree, or the equivalent of either, both in achievement and depth of student, from an institution recognized by the University Senate.
2. Applicants must be able to demonstrate a satisfactory knowledge of mathematics, statistics, and scientific computing.
3. Any other applicant may be considered for admission provided that:
 - a. the applicant's undergraduate record after the first year shows an average of at least a grade of 'B' in courses in the proposed field of specialization;
 - b. the applicant's overall undergraduate record after the first year shows an average of at least a grade of 'B' in all courses taken, and;
 - c. the applicant demonstrates a commitment and passion for mathematics or statistics, through employment or experience in field schools, research programs, regulatory agencies or government departments, non-governmental organizations, consulting activities, or other relevant activities.
4. Applicants must meet the English Proficiency Requirements described under **General Regulations, English Proficiency Requirements**.

27.2.2 Program of Study and Research

1. Every student for the Master of Science in Fisheries Science (Stock Assessment) degree shall normally be required to complete all of:
 1. ~~15-12~~ credit hours including:
 - a.
 - FISH 6000 Science Communication for Fisheries
 - FISH 6001 Ecology, Management, and Practice of North Atlantic Fisheries
 - ~~FISH 6002 Data Collection, Management, and Display~~
 - FISH 6004 Overview of Statistical Stock Assessment
 - FISH 6005 Advanced Statistical Stock Assessment
 - b. A thesis composed of at least one chapter of original research.
 2. A student will normally complete course requirements in the first four semesters of the program.
 3. Within three months of the first registration in the M.Sc. degree program, the student will meet with their Supervisory Committee. A meeting report, signed by all members of the Supervisory Committee and student, must be given to the Academic Unit. A copy will be sent to the student and to the Dean of Graduate Studies. Subsequent meetings must occur at least annually, with a report filed after each meeting.
 4. A student may be required by the Supervisory Committee to take additional courses.
 5. ~~The student shall complete a written thesis proposal that is approved by the Supervisor and the Supervisory Committee. The proposal shall be provided to the Head for inclusion in the student's file. After approval, the student shall orally present the proposal in a presentation open to the public.~~
 6. The student must present the thesis seminar of 20-30 minutes duration prior to submission of the thesis to the School of Graduate Studies. ~~The student will be questioned by a panel approved by the Academic Advisory Committee, in conjunction with the student's Supervisory Committee. All others in attendance will be invited to question the student before adjournment. Deficiencies noted at this stage should be carefully considered by the student and the Supervisory Committee prior to submission of the thesis for final examination.~~

7. The thesis shall conform to the School of Graduate Studies **General Regulations, Thesis and Reports**.

27.2.3 Evaluation

1. In order to continue in the School of Graduate Studies and in order to qualify for a Master's Degree a student shall obtain a grade of 'A' or 'B' in each program course as per **General Regulations, Evaluation, Evaluation of Graduate Students**.
2. The Supervisor and the Supervisory Committee may recommend that a student be required to withdraw from the program, if after consultation with the student, it is determined that the student is not making satisfactory progress towards completion of the program and the unsatisfactory progress is unlikely to be corrected.

27.2.4 Thesis

A student must meet the requirements as outlined under the School of Graduate Studies **General Regulations, Thesis and Reports**.

27.2.5 Courses

- FISH 6000 Science Communication for Fisheries
- FISH 6001 Ecology, Management, and Practice of North Atlantic Fisheries
- ~~FISH 6002 Data Collection, Management, and Display~~
- FISH 6004 Overview of Statistical Stock Assessment
- FISH 6005 Advanced Statistical Stock Assessment

34.14 Fisheries Science

- www.mun.ca/sgs/contacts/sgscontacts.php
- www.mi.mun.ca

The Degree of Doctor of Philosophy is offered in Fisheries Science to full-time and part-time students. The following regulations must be read in conjunction with the **General Regulations** of the School of Graduate Studies of Memorial University of Newfoundland.

An Academic Advisory Committee will be appointed by the Dean of Graduate Studies on recommendation of the Vice-President (Marine Institute). The Committee will consist of an Academic Director as Chair, three members from the Marine Institute, and two members from other academic units of the University. Normally, all appointments will be for a period of three years.

34.14.1 Admission and Program of Study

1. Admission into the Ph.D. program in Fisheries Science is normally restricted to applicants holding a Master's Degree or its equivalent. In exceptional circumstances, an applicant with a B.Sc. Degree who has spent not less ~~that than~~ 12 months in an M.Sc. Degree program may be recommended for transfer into a Ph.D. program. For this transfer to be accepted, the applicant must demonstrate, to the satisfaction of the Supervisor and Supervisory Committee, the ability to pursue research at the doctoral level.
2. In addition to completing a thesis of original research, a student will be **normally be** required to take FISH 6000, and 6001, ~~and 6002~~. ~~Depending on the background of the student, the Supervisor and Supervisory Committee may deem the student to be exempt from completing any or all of these courses.~~ A student ~~may be~~ **will normally be** required by the Supervisor and Supervisory Committee to take **two of** FISH ~~6002~~, 6003, 6004, and/or 6005.
3. Within three months of the first registration in the Ph.D. degree program, the student will meet with the Supervisory Committee. It is the function of a Supervisory Committee to have regular meetings, at least annually, with its graduate student. A meeting report, signed by all members of the Supervisory Committee and student, must be given to the Academic Unit. A copy will be sent to the graduate student and to the Dean of Graduate Studies.

4. At the first committee meeting, the Supervisory Committee shall discuss the student's program and will explore areas of weakness in the student's knowledge, especially where these relate to the intended areas of research. The Supervisory Committee may require the student to take additional courses.
5. The student and the Supervisory Committee will agree on a written thesis proposal outlining the objectives, methods, timetable and funding for the project, and provide the proposal (signed by the student and the Supervisory Committee) to the Head for inclusion in the student's file. This proposal should be no more than five pages in length.
6. The student will present a research seminar to the Academic Unit, normally by the end of the ~~third~~ **fourth** semester following admission, to describe the research topic being investigated and the methodologies to be employed. ~~The Supervisory Committee should be present at this seminar.~~ This seminar provides an opportunity for the student to receive constructive input from the broad research community.
7. A student must successfully complete a Comprehensive Examination, as outlined under **General Regulations**, Comprehensive Examinations, Ph.D. and Psy.D. Comprehensive Examination. The comprehensive examination will be both written and oral.
8. A theses shall conform to **General Regulations, Theses and Reports** of the School of Graduate Studies.

34.14.2 Courses

- FISH 6000 Science Communication for Fisheries
- FISH 6001 Ecology, Management, and Practice of North Atlantic Fisheries
- FISH 6002 Data Collection, Management, and Display
- FISH 6003 Statistics and Study Design for Fisheries Science
- FISH 6004 Overview of Statistical Stock Assessment
- FISH 6005 Advanced Statistical Stock Assessment

f) SGS – General Regulations – 4.8 and 4.10

The School of Graduate Studies is requesting revisions to General Regulations 4.8 and 4.10 governing comprehensive examinations and evaluation of theses, respectively.

The first five sets of changes reflect the ongoing and necessary work of updating calendar language for consistency and clarity.

The last set of changes (#6) results from the fact that PhD comprehensive examination structures vary widely across the university. Thus, use of terms such as “sub-disciplines” (particularly in section 4.8.2.3), where such disciplinary boundaries or distinctions do not inform the structure or content of comprehensive exams, can be confusing, misleading, and/or problematic to both students and comprehensive examination committees. We have therefore changed all diction in relation to comprehensive examinations to “area(s).”

The changes do not prevent academic units from writing their own comprehensive examination procedures using whatever terms they deem appropriate to their practices.

These changes are to ensure that the SGS regulations reflect *general* practices.

It was moved by Dr. Lye, and seconded by Dr. Joy, that the proposed revisions be approved.

Discussion:

A short discussion was held on item 4.10.6 'Prepublication'. Members felt that the School of Graduate Studies and supervisor should be informed of this prior to paper being published. It was agreed that this is not just a friendly amendment and there will be discussed in the new year, with a note that this item may be better placed in guidelines, rather than as a regulation. This issue will be discussed when further revisions are suggested in the new year regarding comprehensive examinations.

On the call for question, the motion

Carried

4.8 Comprehensive Examinations

4.8.1 Master's Comprehensive Examination

1. The composition of the Comprehensive Examination Committee is specified in the Degree and Departmental regulations, and the Committee is appointed by the Associate Vice-President and Dean, Graduate Studies. The Associate Vice-President (Academic) and Dean, of Graduate Studies or delegate may exercise the right to attend. All members of the Committee including the Chairperson, but excluding the Associate Vice-President (Academic) and Dean, of Graduate Studies or delegate, shall be voting members.
2. In this examination the candidate students must demonstrate an advanced knowledge of the academic discipline as defined by the academic unit in which they are students. Therefore, in order to be eligible to sit the examination, all course requirements must normally be completed.
3. In cases where there are multiple parts to a comprehensive exam, including written and oral parts, a candidate student must satisfy all parts of the examination to obtain a pass. The requirements to advance to a later part of the examination are specified in the Degree and Departmental regulations or by the appropriate academic unit.
4. Members of the Comprehensive Examination Committee shall decide the results of the comprehensive examination as indicated in a.-d. below:
 - a. The category of 'pass with distinction' will be awarded to candidate students who demonstrate superior knowledge of their ~~chosen~~ field area(s). This category requires unanimous support of the Comprehensive Examination Committee.
 - b. The category of 'pass' will be awarded to candidate students who demonstrate an acceptable knowledge of their ~~chosen~~ area(s) and requires a simple majority vote.
 - c. The category of 're-examination' selects those candidate students with an understanding of their ~~research~~ area(s) that lacks sufficient depth and scope as indicated by a simple majority of the Comprehensive Examination Committee. Only one such re-examination is possible and students in this category are not eligible for the award of 'pass with distinction'. If a re-examination is to be held, it

must be conducted not less than one month and not more than six months after the first examination. The decision of the voting members of the Committee following this re-examination can only be 'pass' or 'fail' decided by simple majority. Failure will lead to immediate termination of the candidate student's program. There is no option for further re-examination.

- d. Students awarded a 'fail' are deemed, by unanimous vote of the Comprehensive Examination Committee, to be unable to demonstrate an adequate understanding of their ~~research~~ research area(s). The candidate student's program is terminated. A simple majority vote will default to the award of 're-examination'.
5. The Chairperson of the Comprehensive Examination Committee shall report to the Head of the academic unit who shall report to the Associate Vice-President (Academic) and Dean, Graduate Studies. The result of the comprehensive examination(s) shall be reported to the candidate student by the Associate Vice-President (Academic) and Dean, Graduate Studies.

4.8.2 Ph.D. and Psy.D. Comprehensive Examination

1. The candidate student shall submit to a comprehensive examination, which may be written or oral or both as determined by the academic unit. ~~Candidates~~ Students shall normally take the examination no later than the end of the seventh semester in the doctoral program. Unless an extension is approved by the Associate Vice-President (Academic) and Dean, of Graduate Studies, failure to take the examination at this time will result in the termination of the candidate student's program.
2. This examination, whether written or oral, shall be conducted by a Committee appointed by the Associate Vice-President (Academic) and Dean, of Graduate Studies on the recommendation of the academic unit. It shall consist of the Head of the academic unit (or delegate) who shall be the Chairperson, the candidate student's Supervisor [or, where a Supervisor has not yet been appointed, the Graduate Officer or Chair of the Graduate Studies (or equivalent) Committee], ~~the Dean of Graduate Studies (or delegate)~~, and at least three other members, the total voting members to be an odd number. All members of the Committee including the Chairperson, but excluding the Associate Vice-President and Academic) and Dean, of Graduate Studies or delegate, shall be voting members.
3. In this examination, the candidate student must demonstrate a mastery of those ~~sub-disciplines~~ subjects appropriate to the student's research area(s), as defined by the academic unit in which he or she is a student. Therefore, in order to be eligible to sit the examination, all course requirements must normally be completed. The ~~sub-disciplines~~ area(s) upon which the candidate student will be examined should be made known to the candidate student no later than three months prior to the examination. The candidate student must further be able to relate the specialization of ~~the candidate's~~ their research to the larger context of these ~~sub-disciplines~~ areas.
4. In cases where there are multiple parts to a comprehensive exam, including written and oral parts, a candidate student must satisfy all parts of the examination to obtain a pass.

The requirements to advance to a later part of the examination are specified in the Degree and Departmental regulations or by the appropriate academic unit.

5. Members of the Comprehensive Examination Committee shall decide the results of the comprehensive examination as indicated in a.-d. below:
 - a. The category of 'pass with distinction' will be awarded to ~~candidates~~ students who demonstrate superior knowledge of their ~~chosen field~~ area(s). This category requires unanimous support of the Comprehensive Examination Committee.
 - b. The category of 'pass' will be awarded to ~~candidates~~ students who demonstrate an acceptable knowledge of their ~~chosen~~ area(s) and requires a simple majority vote.
 - c. The category of 're-examination' selects those ~~candidate~~ students with an understanding of their ~~research~~ area(s) that lacks sufficient depth and scope as indicated by a simple majority of the Comprehensive Examination Committee. Only one such re-examination is possible and students in this category are not eligible for the award of 'pass with distinction'. If a re-examination is to be held, it must be conducted not less than one month and not more than six months after the first examination. The decision of the voting members of the Committee following this re-examination can only be 'pass' or 'fail' decided by simple majority. Failure will lead to immediate termination of the ~~candidate~~ student's program. There is no option for further re-examination.
 - d. Students awarded a 'fail' are deemed, by unanimous vote of the Comprehensive Examination Committee, to be unable to demonstrate an adequate understanding of their research area(s). The ~~candidate~~ student's program is terminated. A simple majority vote will default to the award of 're-examination'.
6. The Chairperson of the Comprehensive Examination Committee shall report to the Head of the academic unit who shall report to the Associate Vice-President (Academic) and Dean, Graduate Studies. The result of the comprehensive examination(s) shall be reported to the ~~candidate~~ student by the Associate Vice-President (Academic) and Dean, Graduate Studies.

4.10 Theses and Reports

4.10.1 Thesis/Report Guide Supplement

The Guidelines for Theses and Reports, available at (www.mun.ca/sqs/go/guid_policies/theses.php), approved by the Academic Council of the School of Graduate Studies, provides the details for the examination process, general form and style of the thesis/report, required forms, number of copies, etc., required under this regulation.

4.10.2 Submission

1. ~~Candidates~~ Students must submit the thesis/report at least four months before the University Convocation at which the award of the Degree is expected (see **University Diary** in current edition of University Calendar for exact date). The School of Graduate Studies does not accept any responsibility for completing the prescribed procedure in time for the nearest Convocation unless theses or reports are submitted by the prescribed dates in any current academic year.

2. A thesis/report may not be submitted until the candidate student has fulfilled:
 - a. All course requirements, if any
 - b. All language requirements, if any
 - c. The comprehensive examination, if required, and
 - d. All other academic requirements of the academic unit concerned.

4.10.3 Evaluation of Master's Theses and Reports

1. Final examiners for the thesis/report will be appointed by the Associate Vice-President (Academic) and Dean, Graduate Studies on the recommendation of the academic unit. There will be two examiners for a Master's thesis. Examiners shall normally be those who have completed a graduate degree at the doctoral level, including a thesis, in the discipline or cognate area. Those serving as examiners shall not have been involved in the preparation of the thesis/report.
2. Examination of the thesis/report will result in one of the following recommendations by each examiner. The thesis/report is:
 - a. acceptable without modifications; or
 - b. acceptable, modifications are required but the thesis does not have to be re-examined*; or
 - c. unacceptable, the thesis/report requires modification and re-examination**; or
 - d. totally unacceptable, the thesis/report is failed.***
- o *Modifications may include corrections of typographical errors and errors in nomenclature, improvement in phrasing, or rewriting of sections of the thesis/report. Modifications may be indicated in the text or listed separately;
- o **Modifications might include (but are not limited to) the rectification of one or more of the following deficiencies: (1) misinterpretation and/or misuse of the matter covered, omission of relevant materials, unfounded conclusions, illogicality of argument, improper analysis of data and the like, (2) bad writing, (3) unacceptable physical presentation. A detailed list of problems should be included with the report;
- o ***A detailed list of the reason(s) for failure must be included in the report.
3. If all examiners recommend that the thesis/report is totally unacceptable, then the thesis will be failed, and shall not be re-examined.
4. If an examiner recommends that the thesis/report is unacceptable, and this recommendation is accepted by the Associate Vice-President (Academic) and Dean, Graduate Studies, then the student may apply to the Dean for permission to resubmit the thesis for re-examination in one of the following ways:
 - . to submit a modified thesis/report to the original examiners.
 - a. to submit a modified thesis/report to new examiners.
 - b. to submit the original thesis/report to an Examination Board to be appointed by the Dean.
5. If a thesis/report is re-examined, the candidate student will not be awarded a pass unless all examiners find the thesis acceptable.
6. Under no circumstances may a thesis/report be re-examined more than once.

4.10.4 Evaluation of Ph.D. and Psy.D. Theses

Candidates Students for the Degree of Doctor of Philosophy and the Degree of Doctor of Psychology must submit a written dissertation deemed acceptable by the University, and demonstrate their ability to defend their work in a public oral examination. For this reason, the final decision on whether a candidate student will be recommended for the award of the degree is made only at the conclusion of the oral examination (see **The Examination Process**).

1. Responsibilities of the Thesis Examining Board

The work of each candidate student will be assessed by a Thesis Examining Board. Its first responsibility is to determine whether the thesis successfully demonstrates the candidate student's competence to undertake independent research work. The Board must be satisfied that the work contributes significantly to knowledge in the field of study; that the contribution is of high scholarly merit; that the candidate student is aware of the pertinent published literature; that it is written in a satisfactory style; and that it is free from typographical and other mechanical errors. The second responsibility of the Board is to conduct a final oral examination of the candidate student and to then recommend to the Associate Vice-President (Academic) and Dean, of Graduate Studies whether the candidate student should be awarded the Degree.

2. Composition of the Thesis Examining Board

The members of the Thesis Examining Board will be appointed by the Associate Vice-President (Academic) and Dean, Graduate Studies, on the recommendation of the Head of the academic unit

who will have consulted with the supervisory committee. The Board shall consist of four members. Normally these will be the candidate student's Supervisor (who serves on the Board in a non-voting capacity), two examiners from within the University, and one from outside the University. However, when circumstances warrant, a second external examiner may be substituted for one of the internal examiners with permission of the Associate Vice-President (Academic) and Dean, Graduate Studies. Examiners shall normally be those who have completed a graduate degree at the doctoral level, including a thesis, in the discipline or cognate area. Members of the supervisory committee other than the Supervisor are ineligible for appointment to the Board. Those serving as examiners shall not have been involved in the preparation of the thesis/report.

3. The Examination Process

- a. The voting members of the Board shall submit written reports on the thesis containing an assessment of the quality of the written work and a recommendation as to whether the candidate student should be permitted to proceed to an oral examination and defence of the work. An examiner may recommend:
 - i. that the candidate student be allowed to proceed to the oral defence of the thesis*;
or
 - ii. that the candidate student not be allowed to proceed to the oral defence at this time**;
or
 - iii. that the candidate student should be failed.

*Any suggested corrections or revisions should be outlined in the examiner's report. It is understood that it will be the responsibility of the Supervisory Committee to discuss the suggested changes with the candidate student, to determine which should be incorporated in the thesis before its final submission.

**This recommendation reflects the examiner's opinion that further research, re-analysis of data, or thorough rewriting of the material is required. The thesis may, however, be re-submitted for examination.

- b. If all examiners recommend that the candidate student should be failed, then the thesis shall not be re-examined.
- c. If an examiner recommends that the candidate student not be allowed to proceed to the oral defence, and this recommendation is accepted by the Associate Vice-President (Academic) and Dean, Graduate Studies, then the student may apply to the Associate Vice-President (Academic) and Dean, Graduate Studies for permission to resubmit the thesis for re-examination in one of the following ways:
 - i. to submit a modified thesis to the original examiners.
 - ii. to submit a modified thesis to new examiners.
 - iii. to submit the original thesis to an Examination Board to be appointed by the Associate Vice-President (Academic) and Dean, Graduate Studies.
- d. No candidate student will be permitted to re-submit a thesis more than once. In case of a re-submitted thesis an examiner may recommend only:
 - i. that the candidate student be allowed to proceed to the oral defence of the thesis;
or
 - ii. that the candidate student should be failed.
- e. After receiving the reports from all three voting members of the Board the Associate Vice-President (Academic) and Dean, Graduate Studies will consider the recommendations and determine whether an oral defence of the thesis will be scheduled.
- f. The Final Oral Examination and Defence of Thesis will take place at a time and place to be determined by the Associate Vice-President (Academic) and Dean, Graduate Studies and will be chaired by the Associate Vice-President (Academic) and Dean, Graduate Studies or his/her (or delegate). The presence of all members of the Examining Board is normally required.
- g. Following the defence, the Board will meet *in camera* to render a final assessment of the thesis and the candidate student's ability to defend his/her their work. The Board may recommend one of the following outcomes:
 - i. Passed with distinction (Awarded to candidate students who demonstrate superior knowledge of their ~~chosen field~~ research area(s); this category requires unanimous support of the Board. A simple majority vote will result in a recommendation of 'passed'.)
 - ii. Passed*
 - iii. Passed Subject to Conditions**

- iv. Re-examination required***
- v. Failed****

*This recommendation may have attached to it the requirement that the candidate student complete certain specified revisions to the satisfaction of the Supervisory Committee, the Head of the academic unit and the Associate Vice-President (Academic) and Dean, Graduate Studies. These revisions must have been specified in the written appraisal submitted prior to the Oral Examination.

**This recommendation is made if there are revisions beyond those specified in the written appraisal submitted prior to the Oral Examination. This recommendation must have the conditions attached and cannot include the option of re-examination.

***The members of the Thesis Examination Board may attach to this recommendation a list of any requirements which they feel are appropriate.

****Re-examination not permitted.

- h. If the members of the Board are unanimous in their recommendation, the Chair of the Examination may accept this recommendation and inform the candidate student of the decision. In any other case, however, the delivering of any final decision shall be deferred pending further consultation within the School of Graduate Studies.
- i. No candidate student shall be permitted more than two Oral Examinations.

4.10.5 Time Limit for Revision

The final version of Master's, Ph.D., and Psy.D. theses/reports found acceptable with or without corrections shall be submitted to the School of Graduate Studies within 6 months of the date on which the thesis/report and the student's examiners' reports are returned to the student's academic unit. If a corrected thesis/report is not submitted within 6 months the student is considered to have withdrawn from the program. After this time, the student must apply to be readmitted.

Master's, Ph.D., and Psy.D. theses/reports requiring re-examination shall be resubmitted to the School of Graduate Studies within 12 months of the date on which the thesis/report and the examiner's reports are returned to the student. Students requiring resubmission and re-examination of theses/reports must maintain their registration during this period. Failure to resubmit the revised thesis/report within 12 months will result in termination of the student's program.

Note:

Please refer to **Registration** for regulations governing program registration.

4.10.6 Prepublication

Publication of material before submission of the thesis/report for examination is permitted. The School of Graduate Studies and Supervisor should be informed of such publication.

- g) Education

It was moved by Dr. Lye, and seconded by Ms. Jamil, that the proposed revisions to section 12.9 governing Master of Education, Educational Technology, to remove 6620 as a prerequisite for 6610.

The motion

Carried

12.9 Courses

Course descriptions for graduate course in Education are available at www.mun.ca/educ/programs/graduate/master/Course_Descriptions.pdf.

A selection of the following graduate courses shall be offered to meet the requirements of candidates, as far as the resources of the Faculty allow.

- 6100 Research Designs and Methods in Education

- 6105 Social and Cultural Difference and Education
- 6106 Popular Culture and Literacy Education
- 6107 Arts Education: Creativity in the Classroom
- 6108 Literacy and Language Education: Sociocultural Perspectives
- 6202 Social Context of Educational Leadership
- 6203 Leadership: Theory and Practice
- 6204 Educational Administration: Theory and Practice
- 6205 Educational Policy: Theory and Practice
- 6290 Research and Development Seminar in Educational Leadership Studies
- 6291 Internship in Educational Leadership Studies (6 credit hours)
- 6292 Project in Educational Leadership Studies (6 credit hours)
- 6293 Paper Folio in Educational Leadership Studies (6 credit hours)
- 6300 Teaching and Learning
- 6321 Supervisory Processes in Education
- 6330 Educational Finance
- 6335 Legal Foundations of Educational Administration
- 6390 Research and Development Seminar in Curriculum, Teaching and Learning Studies
- 6391 Internship in Curriculum, Teaching and Learning Studies (6 credit hours)
- 6392 Project in Curriculum, Teaching and Learning Studies (6 credit hours)
- 6393 Paper Folio in Curriculum, Teaching and Learning Studies (6 credit hours)
- 6394 Biographical Explorations of Teaching and Learning
- 6410 Seminar on Philosophical Issues in Educational Policy and Leadership
- 6420 Ethical Issues and Perspectives in Educational Practice and Policy
- 6425 Comparative Perspectives in Public Education, Reform, and Leadership
- 6426 Computer Applications in Educational Administration
- 6427 School Community Partnerships
- 6440 Family-School Relations: Leadership and Policy Implications
- 6461 Graduate Research Writing
- 6462 Cultural Landscapes, Knowledge and Pedagogy
- 6463 Relationships First: Rethinking Educational Engagement (*credit may be obtained for only one of 6463 or 6936*)
- 6465 School Violence: Leadership and Policy Implications
- 6466 Qualitative Research Methods
- 6467 Quantitative Research Methods
- 6468 Critical Approaches to Educational Research
- 6469 Theoretical and Methodological Foundations of Action Research
- 6502 Contexts of Music Education
- 6503 Teaching Music from the Podium
- 6504 Musicianship, Pedagogy, and Learning
- 6590 Research and Development Seminar in Information Technology in Education
- 6600 Learning and Motivation
- 6602 Curriculum Studies
- 6603 Place, Ecology and Education
- 6610 Research on Computers in the Curriculum (~~prerequisite: 6620~~)
- 6615 Educational Software Prototyping and Evaluation
- 6620 Issues and Trends in Educational Computing
- 6630 Critical Issues in Mathematics Education
- 6632 Current Research in Teaching and Learning of Elementary School Mathematics (*prerequisite: 6630*)
- 6634 Teaching and Learning to Solve Mathematics Problems (*prerequisite: 6630*)
- 6635 Teaching and Learning Geometry
- 6636 Teaching and Learning the Concept of Number and Operations
- 6639 Technology and the Teaching and Learning of Mathematics (*prerequisite: 6630*)
- 6641 Writing in the Primary, Elementary and Secondary Schools

- 6642 Developmental Reading (K-8)
- 6643 Contemporary Issues in Intermediate and Secondary English
- 6644 Drama in Education
- 6645 Literature for Children and Adolescents
- 6646 Literature in the Secondary School
- 6647 Diagnosis and Remediation of Reading and Writing Difficulties
- 6649 Exploring Multiple Literacies
- 6653 Contemporary Issues in Science Education I
- 6655 The Nature of Science and Science Education
- 6658 Teaching and Learning Scientific Concepts, Laws, and Theories
- 6660 Information Technology
- 6661 Applications of Media in Education
- 6662 Research Seminar in Teacher-Librarianship
- 6663 The Organization of Learning Resources
- 6664 Seminar in School Improvement
- 6668 Current Issues in Second Language Education
- 6669 Graduate Seminar in Second Language Teaching and Learning
- 6670 Teaching and Learning Social Studies
- 6671 Research in Social Studies Education
- 6672 Issues and Trends in Social Studies
- 6673 Second Language Teaching, Learning and Curriculum (*credit may be obtained for only one of Education 6673, the former 6665 or 6667*)
- 6674 Research in Second Language Writing Education
- 6675 Current Issues in Rural Education
- 6676 Research and Practice in TESL/TEFL (Teaching English as a Second/Foreign Language)
- 6693 Literacy for the Young Child in Home and School
- 6700 Ethical and Legal Issues in Counselling
- 6701 Issues and Methodologies in Learning and Developmental Research
- 6702 Counselling: Theory and Practice
- 6703 Personal and Professional Development Group (non-credit)
- 6705 Nature and Development of School Counselling Services
- 6706 Career Education and Career Counselling
- 6707 Assessment for Counsellors
- 6708 Group Counselling: Theory and Practice
- 6709 Assessment of Intelligence and Learning Skills
- 6710 Issues in Development and Implementation of Special Education Policy and Practices
- 6711 Behaviour Modification in the Educational Setting
- 6712 The Nature and Assessment of Behaviour Disorders in Children and Adolescents
- 6713 Educational Applications of Contemporary Cognitive Psychology
- 6714 Principles and Practices in Exceptionality
- 6715 The Theory and Practice of Peer Helping Programs
- 6716 Working with Families and Parents
- 6717 Counselling Adolescents
- 6718 Elementary School Counselling
- 6719 Cultural Issues in Counselling
- 6720 Internship in Counselling Psychology (9 credit hours)
- 6755 Nature and Assessment of Learning Disabilities
- 6801 Foundations of Post-Secondary Programs
- 6802 Adult Learning and Development
- 6803 Research in Post-Secondary Education
- 6804 Leadership and Human Resource Development in Post-Secondary Education
- 6805 Advanced Human Resource Communications
- 6806 Interprofessional Education in the Health Professions

- 6807 Economics and Finance of Post-Secondary Education
- 6822 Foundations of Instructional Design in Post-Secondary Education
- 6823 Principles of Program Design and Development
- 6831 Organization and Administration of Student Services for the Adult Learner
- 6832 Issues and Trends in the Administration of Post-Secondary Education
- 6841 Student Development Theory, Services and Programs in Post-Secondary Education
- 6890 Research and Development Seminar in Post-Secondary Studies
- 6891 Internship in Post-Secondary Studies (6 credit hours)
- 6900-6910 Special Topics (excluding 6909)
- 6909 Narrative Approaches to Teaching, Learning and Research
- 6911 Multiage Education: An Introduction
- 6912-6950 Special Topics (excluding 6913, 6923, 6924, 6927, 6931, 6932, and 6940)
- 6913 Putting Action Research Methodologies into Practice (*prerequisite: 6469 Theoretical and Methodological Foundations of Action Research*)
- 6923 Perspectives in Indigenous Education
- 6924 Decolonizing Pedagogies
- 6927 Digital Game-based Learning
- 6931 Educational Technology Law
- 6932 Intellectual Technology Law in Teaching and Learning
- 6940 Administration of Student Services in Post-Secondary Education

b) Education

It was moved by Dr. Lye, and seconded by Dr. Loredano-Osti, that the proposed new Master of Education – Reading, Development and Instruction, be approved in principle, to permit an external review, on the condition that Education make improvements to the proposal as noted by Academic Council Executive members, as follows:

- Supporting letters from internal/external units (normally proposed new programs include such support)
- The proposal mentions provincial government, and other support, which should be shown in the proposal. The budget is not set up well and there is no clear and persuasive argument for the special fee. There is no pedagogical reason given for the on-line delivery of 4 core graduate seminars on reading instruction for diverse learners. The resource section is also not terribly persuasive as they note 3 full-time faculty members available to teach the courses but budget for PCI – without clear explanation of a teaching plan. The numbers don't add up, nor does the pedagogical delivery of the program given the degree's focus.

Discussion:

One member asked what the job prospects were for students completing this degree. It was noted that this program was developed as a result of a Government Task Force, and the need of reading specialists in the schools. This program is also one of the few that will be available in Canada, and has been developed as a need by the Government. Although the timing will be tight, the program should be available for Fall 2019.

Although the program is offered on-line, some courses could be offered on-campus. Offering the program on-line permits a larger intake of students.

On the call for question, the motion

Carried

7. ANY OTHER BUSINESS

- a) Dr. Max Liboiron, Associate Vice-President (Indigenous Research) pro tempore, gave a brief presentation on Indigenous Research at Memorial. Any Indigenous research project will require collective/community consent.

Memorial will require documentation to ensure the research is going through existing Indigenous ethics and permissions processes, and this new consent does not replace ICEHR. Consent should already be obtained for all research on Indigenous people, land, language, artifacts, etc., but Memorial will require evidence of this consent effective July 1, 2019. More information can be found on the Associate Vice-President (Indigenous Research) pro tempore webpages. The resources on this webpage focus on research with, by, for, and on Indigenous peoples that emphasizes engagement based on understanding and respect.

8. NOTICE OF MOTION

9. ADJOURNMENT

The meeting adjourned at 4:45p.m.

Aimée Surprenant, Chair

Leonard Lye, Secretary