

Memorandum

To: Kenneth Fox, Chair, Academic Programs Committee of University Council

CC: David Torvi, Head, Department of Mechanical Engineering

From: Office of the Associate Dean, College of Graduate and Postdoctoral Studies (CGPS)

Date: September 25, 2018

Re: Amendments to admission requirements for Doctor of Philosophy (Ph.D.) in Mechanical Engineering

The CGPS is proposing a minor change to the language on the admission requirements for Ph.D. programming in Mechanical Engineering to indicate that a “thesis-based” master’s degree is required. This minor change would provide clarity for potential applicants.

The Graduate Programs Committee supported the proposed change on June 5, 2018, and the CGPS Executive Committee supported the proposed change on September 21, 2018.

Please note that consultation with the registrar was not required, as the proposal would not impact the student information system.

Attached please find:

- A copy of the memo from the Executive Committee of CGPS recommending the proposal
- A copy of the memo from the Graduate Programs Committee of CGPS recommending the proposal
- The recommendation from Mechanical Engineering

If you have any questions, please contact kelly.clement@usask.ca (306-966-2229).

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Memorandum

To: Academic Programs Committee of Council (APC), Dr. Kenneth Fox, Chair

From: Executive Committee of CGPS, Dr. Trever Crowe, Chair

Date: September 21, 2018

Re: Modification to admission requirements – Doctor of Philosophy in Mechanical Engineering

At the September 21, 2018, meeting of the Executive Committee (CGPS), the committee considered a proposal to clarify that a thesis-based master's degree would be required for admission to a Doctor of Philosophy (Ph.D.) program in Mechanical Engineering. In addition, the "or equivalent" language would be removed to avoid any misunderstanding.

"The Executive Committee approves the the language clarification that a thesis-based master's degree is required for admission to the Ph.D. Program in Mechanical Engineering."
Pollack/Ferrari CARRIED

If you have any questions, please contact Lori Lisitza at lori.lisitza@usask.ca or 306-966-5759.

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Memorandum

To: Executive Committee of CGPS

From: Graduate Programs Committee of CGPS

Date: June 11, 2018

Re: Modification to admission requirements – Doctor of Philosophy in Mechanical Engineering

In June 2018, the Graduate Programs Committee (GPC) considered a proposal to clarify that a thesis-based master's degree would be required for admission to a Doctor of Philosophy (Ph.D.) program in Mechanical Engineering. In addition, the "or equivalent" language would be removed to avoid any misunderstanding. The intent had always been that a thesis-based master's degree would be required for admission, and this clarification will be helpful for potential applicants.

The GPC passed the following motion unanimously:

To recommend approval of the clarification that a thesis-based master's degree is required for admission to the Ph.D. program in Mechanical Engineering. Kulshreshtha/Whiting CARRIED

If you have any questions, please contact Kelly Clement at kelly.clement@usask.ca or 306-966-2229.

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MEMORANUM

To: Kelly Clement, College of Graduate & Postdoctoral Studies
From: Prof. David Torvi, Head, Department of Mechanical Engineering
Date: May 14, 2018
Re: Admission Requirements for Mechanical Engineering PhD program

It has recently come to our attention that the admission requirements for the PhD program in our department that are stated in the Course and Program catalogue are inconsistent with the information that is provided in other portions of the CGPS website. In December, 2012 we had requested two changes to information on the admission requirements for the PhD program, namely clarifying that applicants require a thesis-based Master's degree and a cumulative weighted average of at least 70% (UofS grade system equivalent) for admission. While both of these changes have been incorporated within the information on the CGPS's "find a program" pages (<https://grad.usask.ca/programs/find-a-program.php>), the requirement for a thesis-based Master's is not included in the admission requirements in the catalogue. Therefore, I am requesting that our PhD program admission requirements in the catalogue be revised.

The department requires applicants to our PhD program to hold a thesis-based Master's as a demonstration of their research skills and their potential to successfully complete a PhD program. In our discipline, some students will complete a project-based Master's (such as our MEng program). However, the project and report associated with these programs are considerably less rigorous than the research project and thesis associated with our MSc (or similar programs). For example, we expect our MSc students to spend 16 months on their research project and thesis as compared to four months on a MEng project and report.

Could you please revise our PhD admission requirements to read as shown below. The proposed changes (shown in red) would be to add "thesis-based" and to remove "or equivalent".

Doctor of Philosophy (Ph.D.)

Admission Requirements

- Master's degree (**thesis-based**), ~~or equivalent~~, from a recognized university in a relevant academic discipline
- a cumulative weighted average of at least a 70% (U of S grade system equivalent) in the last two years of study (i.e. coursework required in Master's program)
- Language Proficiency Requirements: Proof of English proficiency may be required for international applicants and for applicants whose first language is not English. See the College of Graduate and Postdoctoral Studies Academic Information and Policies in this Catalogue for more information

Please let me know if you require any further information on this change.

Sincerely,



David Torvi, Ph.D., P.Eng.