



School of Graduate Studies

University of Toronto

February 2, 2005 (*revised February 14, 2005*)

DT-3268

Professor Vivek Goel
Vice President and Provost
27 King's College Circle
Simcoe Hall, Room 225
University of Toronto

Dear Professor Goel:

At its meeting of January 25, 2005, the Council of the School of Graduate Studies approved the following motion:

THAT SGS Council approve the proposal from the Department of Anthropology to:

- a. Change the admission requirements in the Ph.D. program from a B+ to an A- in the last full year of study for both regular and "direct-entry" applicants;
- b. Change the course requirements for the Direct Entry Ph.D. students from 3 full course equivalents to 5 full course equivalents; and
- c. Change the course requirements for all Ph.D. students to include "at least one graduate half-course in anthropology theory relevant to their field of study" and "experience in research methods and design"

for inclusion in the School of Graduate Studies calendar on a permanent basis, effective September 2006.

The motion and supporting documentation are attached. Division II Executive approved the proposal at its meeting of January 5, 2005.

On behalf of the Council of the School of Graduate Studies, **I am presenting this item to Governing Council committees for approval with respect to the change of admission requirements (item a of the motion).** Course requirement changes are for information only.

Yours sincerely,

Jane Alderdice
Secretary to SGS Council
and Director, Quality Assessment and Governance

Encl.

c.c. B. McElhinny A. Drummond C. Johnston H. Lasthiotakis S. Pfeiffer
H. Van Luong L. Yee S. Acker S. Zaky (attachments)

Motion

School of Graduate Studies Council Tuesday, January 25, 2005

Item 8.

Proposal for Direct-Entry Admission in a Ph.D. program:

8: Department of Anthropology

MOTION (/) THAT SGS Council approve the proposal from the Department of Anthropology to

- a. Change the admission requirements in the Ph.D. program from a B+ to an A- in the last full year of study for both regular and “direct-entry” applicants;
- b. Change the course requirements for the Direct Entry Ph.D. students from 3 full course equivalents to 5 full course equivalents; and
- c. Change the course requirements for all Ph.D. students to include “at least one graduate half-course in anthropology theory relevant to their field of study” and “experience in research methods and design”

for inclusion in the School of Graduate Studies calendar on a permanent basis, effective September 2006.

See proposal attached.

NOTE:

Division II Executive Committee, at its meeting of January 5, 2005, approved this proposal. With SGS Council approval, this item will go to Governing Council committees for approval.

School of Graduate Studies
University of Toronto
Graduate Proposal Requirements for Governance Form

1. Graduate Unit: Anthropology

(graduate department/centre/institute)

2. Graduate Program/s involved in proposal:

(including degree level)

- Anthropology (Ph.D.)

3. Contact name, e-mail address and telephone #:

(name and contact information of individual from the department who will attend meetings to serve as the official department spokesperson on the proposal)

Bonnie McElhinny, Graduate Coordinator

bonnie.mcelhinny@utoronto.ca

416-978-3297

4. Previous Action Taken:

(explain how the proposal was approved in the department, and in the divisional Faculty, if appropriate)

- *Approved by Graduate Board in Anthropology (April 12, 2004)

5. Brief Summary of Proposed Change:

(Most changes require Calendar revisions. See Note 1 at the end of this form. Changes also include additions and deletions of requirements or regulations).

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University of Toronto**

Graduate Proposal Requirements for Governance Form (cont'd)

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6. Proposed Effective Date:

(SGS reserves the right to alter the effective date, taking into consideration our legal responsibilities to prospective and current students. Changes to admission and program requirements for the next SGS Calendar must be submitted by the January Executive Committee and Council agenda deadlines. See further important information to consider regarding selection of an effective date in Note 2 below.)

September 2006
Month Year

7. Rationale:

(Provide an explanation about why the change is being proposed and its anticipated effect on the program and students enrolled in it. Attach letter, if appropriate.)

*Clarification of admissions and program requirements for direct admit Ph.D. students. These were not previously listed in the anthropology graduate calendar entry. Direct admit students currently in the program will be asked to meet the program requirements in place at the time of their admission (three full courses, defense of research proposal by second term of their third year). Revisions will apply only to new students.

*The direct-entry option is important for anthropology, because many American graduate programs have it. This allows us to compete with these programs for outstanding students (Canadian and American alike). Some students have elected to stay in Canada solely because this option was available to them.

*Modification of minimum GPA required for Ph.D. admission from master's programs from B+ to A-. This will more accurately signal to prospective applicants the minimum GPA required for successful applicants.

8. Financial and/or Planning Implications:

(Provide a clear statement indicating that there are no financial implications or, if there are financial implications, provide details. If the financial impact is substantial, provide a budget statement or other documentation.)

No significant financial implications (though the more careful specification of admissions requirements may help, in a minimal way, to reduce the workload in the graduate office in anthropology during the admissions season, a season when the dept. often needs to hire part-time help for processing of applications)

Submitted by: Bonnie McElhinny
(Chair of graduate unit or designate)

Date: December 3, 2004

(1) Clarification of Admissions Requirements for Direct Admit Ph.D. Students; Modification of Admissions Requirements for Ph.D. Students admitted with a Master's Degree.

Admissions Requirements for Ph.D. Students

	<i>Current</i>	<i>Proposed</i>
Direct Admit	3.85 overall GPA* B+ ave. last yr/study	3.85 overall GPA A- ave. last full year of study
Entry from Master's Degree	B+ ave. last full yr/study	A- ave. last full yr. of study

*Please note: Admissions requirements for direct admit Ph.D. students are not currently listed in the graduate calendar entry. The current admissions requirements for direct admit students that I have listed here describes the practice that the department has adopted in recent years.

(2) Clarification of Course Requirements for Direct Entry Ph.D. Students

Course Requirements for Ph.D. Students

	<i>Current</i>	<i>Proposed</i>
Direct Admit	3 full courses Complete in 5 years Defend proposal by 2nd term of third year	5 full courses Complete in 5 years Defend proposal by 2nd term of 3rd yr.
Entry from Master's Degree	3 full courses Complete in 4 years Defend proposal by 2nd Term of 2nd year	3 full courses Complete in 4 years Defend proposal by 2nd term of 2nd year

(3) Specification of mastery of theory and methods (all Ph.D. students)

"In selecting their courses, students should ensure that they satisfy the field and/or area requirements described below. All doctoral students are expected to (a) complete at least one graduate half-course in anthropological theory relevant to their field of study and (b) gain experience in research methods and design. This requirement can be filled by completing coursework in methodology or, with the department's assent, undertaking faculty-supervised fieldwork or laboratory research."

Proposed SGS Calendar Entry for 2005-6 (significant changes underlined)

Admission Requirements

Applicants are admitted to the M.A. and M.Sc. and Ph.D. programs under the general regulations of the School of Graduate Studies.

All applicants to the M.A. and M.Sc. programs are required to have at least a B+ average, or equivalent, before being considered by the Departmental Admissions Committee.

Admission to the Ph.D. program is offered only to excellent students who, by the time of enrolment, have completed an M.A. degree in anthropology (or a cognate subject) or have earned the equivalent of a four-year B.A. with a concentration in anthropology. Applicants from both levels are expected to have achieved grades averaging the equivalent of a University of Toronto 'A-' or better in their last full year of study. Most successful applicants will have finished or be in the process of completing an M.A. or M.Sc. However, students with exceptionally strong undergraduate backgrounds (i.e. with a cumulative GPA of 3.85 or above) are invited to apply for direct entry to the PhD program by indicating this preference on their application form. Applicants are encouraged to identify departmental members with whom they want to conduct Ph.D. research. (The Department regrets that it cannot admit students to the Ph.D. program, regardless of their qualifications, unless a supervisor is available.)

Applicants for M.A., M.Sc., and Ph.D. programs must also satisfy the Department that they have the appropriate background to enter a particular program of graduate study. In addition to two letters of reference, a brief statement of interest (not exceeding 500 words) is required for the admissions application.

Masters Programs

The Department offers a Master of Arts degree program in the five sub-fields of Anthropology and a Master of Science degree program, normally in archaeology, medical anthropology, and physical anthropology.

Degree of Master of Arts

1 The M.A. program normally extends over a 12-month period lasting from September to September, formal instruction being offered from September to April.

2 The M.A. program may also be taken on a part-time basis.

3 Candidates are required to complete the equivalent of four full courses which must include ANT 1001H, ANT 1002H, and ANT 2000Y M.A. Research Paper.

Degree of Master of Science

1 The M.Sc. program is a two-year program that is normally completed by the summer of the second year.

2 The M.Sc. program may also be taken on a part-time basis.

3 Candidates are required to complete the equivalent of five full courses, which must include ANT1001H, ANT 1002H, and ANT 2500Y M.Sc. Research

Paper. Of the other three full courses, 1.5 courses will normally be 'science' courses in archaeology, medical anthropology, physical anthropology, or related disciplines depending on the student's program.

Degree of Doctor of Philosophy

The Ph.D. is primarily a research degree. A program of study is designed for each student to ensure competence in a field of research, culminating in the writing of a thesis. At the beginning of the year, each student will submit with the SGS Enrolment Form a Program Statement describing his or her plan to meet program requirements. Each student will normally be involved in fieldwork, in the broad meaning of the term, and in theoretical analysis.

Direct Entry Students.

Students who enter the Ph.D. program from a B.A. or B.Sc. should plan to complete their work within six to seven years. They will take a minimum of five full graduate courses, of which three will normally be taken in the first year. The remaining two courses can be taken in the second year, when work on the research proposal is also expected to begin. Students will need to attain an annual average of at least A- to continue in the Ph.D. program in good standing. Those entering the Ph.D. program from a B.A. or B.Sc. are expected to have written and defended their research proposals by the end of the second term of their third year.

Entry from a Master's degree.

Students who enter the Ph.D. program from an M.A. or M.Sc. should plan to complete their work within five or six years. They will take a minimum of three full courses. Students entering from a Master's degree will need to attain at least an A- average in their coursework to continue in the Ph.D. program in good standing; they are expected to have written and defended their research proposals by the end of the second term of their second year.

All Ph.D. students.

Before proceeding to full-time research, candidates must complete these program requirements:

1 be resident on campus for one year.

2 complete coursework requirements, including ANT

1004H and at least one graduate half-course in anthropological theory relevant to their field of study

3 gain experience in research methods and design. This requirement can be filled by completing coursework in methodology or, with the department's assent, undertaking faculty-supervised fieldwork or laboratory research.

4 present and defend a thesis proposal.

5 demonstrate a reading knowledge of a language other than English and additional languages (or appropriate linguistic preparation) for special field situations.