INTERDISCIPLINARY STUDIES IN MEDIA, ART, AND PERFORMANCE

GRADUATE HANDBOOK
2018 - 2019

Revised September 14, 2018

Courtesy of Fazail Lutfi, MFA, Swing, 2007
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Welcome

Thank you for choosing the Interdisciplinary Studies programs in Media, Art, & Performance at the University of Regina for your graduate research and study. Welcome and good luck with your studies in MAP, “Where Makers Meet.”

Interdisciplinary Studies in MAP is designed to fulfil a theoretical and pragmatic niche for highly qualified students whose practices and research reach beyond the borders of more traditional programs of study. Here, you will be able to design, develop and implement ideas that compel questions traversing disciplinary and departmental boundaries. Through personalized programs you will decide upon the questions, methods, materials and practices that constitute your studies. What do you want to do? How will you get there? What tools do you need? What questions does your research ask? What theories and methods does your research encourage you to use? What challenges need to be addressed through your own practice and study? What does your research accomplish in the world? These are questions that will constantly be asked in your program and that you will be prepared to respond to by the time of your oral defense.

This handbook is designed to guide and assist you in decision-making throughout your program of research and study at the U of R. We have tried to be as comprehensive as possible in its design, but please remember that the nature of any handbook is that it is a document that is always in process. If there is something we have missed or about which you have questions feel free to contact the Interdisciplinary Studies Graduate Representative (IDS Grad Rep).

**Interdisciplinary Studies Graduate Representative to Faculty of MAP:**
Dr. Christine Ramsay  
Professor of Film Studies, Media Studies and Creative Technologies, and Interdisciplinary Studies Graduate Program Rep (2017-2019)

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Office: ED 239.5, Film Department  
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**Administrative Assistant:**  
Rita Racette

Email: Rita.Racette@uregina.ca  
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Phone: 306.585.5562
MAP Vision Statement:
Our faculty provides an extraordinary and energized teaching, learning and research environment in media, art, and performance. Invention, innovation, and rigorous inquiry make us an outstanding study and research destination. It is indeed Where makers Meet.

Mission Statement:
To inspire excellence within an inclusive, supportive, and interdisciplinary environment. MAP provides support for students to become champions of the arts: as makers, scholars, educators, innovators, patrons, and community or industry leaders. Our faculty, students, and alumni endeavor to disseminate and share their professional expertise locally, regionally, nationally and internationally.

Values:
MAP shares the values of the University of Regina’s Strategic Plan peyak aski kikawinaw: Together We Are Stronger. In addition we are committed advocates for art and culture, and strive to ensure it is fully embedded, embraced, and respected on our campus, in the community, and beyond.

- We promote an environment that includes a range of disciplines and interdisciplinary approaches.
- We are a student-centred faculty.
- We are committed to excellence in teaching and learning.
- We respect the historical trajectories in all the disciplines and embrace pedagogical innovation.
- We respect the rights, differences and dignity of all.
- We respect and value our colleagues, their disciplines and aspirations.
- We are committed to creative and critical thought and excellence in diverse forms of dissemination.
- We practice ethics and integrity as the foundations of our relationships.
- We understand the arts to be fully integrated in the fabric of society.
- We value the productive confluence of theory and practice.
- We are committed to the sustainability of the natural environment.
Interdisciplinary Studies in MAP

Objectives:
Our objectives for the programs in Interdisciplinary Studies are as follows:

- Fostering an environment of interdisciplinarity centred in MAP emphasizing areas of innovative examination that that expand the role of Media, Art, and Performance locally, nationally, and internationally

- Attracting highly qualified students who are independent and capable of re-conceiving the role of MAP as a contributing and shaping factor in culture and information/knowledge economies

- Retaining qualified students in Saskatchewan, thereby contributing to the cultural and economic advancement of the province

- Preparing students with a training centered in MAP practices and issues in preparation for study at the doctoral level, as well as careers as arts professionals and administrators, artists, and a variety of other career choices

- Supporting new thinkers and makers to develop innovative, interdisciplinary, and ground-breaking research and practice

Statement of Interdisciplinarity:
When the Graduate Program in Interdisciplinary Studies (IDS) was first created in the MAP Faculty (then Fine Arts), there was an understanding that the term “interdisciplinary” meant to bring together two or three distinct disciplinary areas in MAP to create a unique object of study. However, given the many researchers who now engage in interdisciplinary research across campus, the term suggest new and nuanced meanings that involve a blending of methods and theoretical frames, as well as distinct disciplines. For example, it is possible to enter into an IDS MFA or PhD with a thematic topic related to social and community engagement, where knowledge, methods, and theory from Improvisational Studies, community-based research, and Performance Studies coalesce, so that the supervisors may be situated in Theatre, Education and Social Work. Students working interdisciplinarily will identify two or more main areas of concentration (i.e. Theatre and Education; Film and Women and Gender Studies; Creative Technologies and Computer Science; Music and Engineering, etc.), linked to the interdisciplinary nature of their project and their supervisors’ expertise, and appropriate courses will be identified from across the appropriate areas.
Administrative Structure of Program:

Organizational Structure

Students in IDS programs in MAP are administered exclusively through the policies of our IDS programs and the Faculty of Graduate Studies and Research of the University of Regina.

Student:
- As a student you are in charge of your program of study. Ensuring that you fulfil degree and program requirements is your responsibility. Nevertheless, your co-supervisors guide and mentor your studies and must be consulted on ALL aspects of your planned program of study. The IDS Graduate Program Rep administers the MAP graduate programs, is an important resource in your progress through your degree, and must also be consulted on ALL changes to your study plan.
- All graduate students are registered at the university through the Faculty of Graduate Studies and Research (FGSR), but your area of study is Interdisciplinary Studies in MAP, and you are considered a MAP graduate student. You will be communicating with both FGSR and MAP on various issues throughout your studies, and it is your responsibility to become familiar with their procedures.
Supervisors and Co-Supervisors:

- In the MA and PhD thesis-based programs students will have a Faculty supervisor to oversee their program. Co-supervision by two Faculty members is also possible, although only one of the supervisors will be the designated point of contact with FGSR on administrative issues.
- In the MFA and PhD research-creation programs students work with Faculty members from each of the student’s areas of concentration who have agreed to oversee the student’s program, thesis preparation and oral defense.
- After the student, supervisors and co-supervisors are responsible for ensuring that program and degree requirements are being met by the student.
- All supervising faculty members are required to be accredited by FGSR. Supervisors and students are required to familiarize themselves with the FGSR guidelines, rules and regulations on roles and responsibilities for graduate committees.

Interdisciplinary Studies Graduate Rep:

- Oversees the administration and pedagogy of Interdisciplinary Studies graduate programs as IDS Grad Rep to the MAP Graduate Programs Committee.
- Organizes deliberation of incoming applications; coordinates studio space; advises students and sets up professional placements; works with other graduate reps on the IDS Committee; manages program discussions and pedagogical changes
- Organizes end of year reviews.
- Signs off on the thesis/project once supervisors have organized defenses and submitted their paperwork. (Nomination of External Examiner, etc., so that the defense can go forward).

Interdisciplinary Studies Graduate Committee: * (Note: Under review 2018-2019)

- Composed of four non-departmentalized faculty (NDF) and up to four representatives of each of the MAP faculty departments (Film, Music, Theatre, Visual Arts)
- Chaired by the IDS Grad Rep
- Reviews, discusses and deliberates on all applications to the IDS Grad Program and other business arising, including pedagogy

MAP Graduate Programs Committee: * (Note: Under review 2018-2019)

- Chaired by the Associate Dean (Graduate Studies and Research). Consists of Grad Program Reps from MAP Departments and areas (Film, IDS, Music, Theatre, and Visual Arts), a graduate student representative appointed by the Chair, and includes the Canada Research Chair (when MAP has an appointment). The Associate Dean (Interdisciplinary Programs and Special Projects) attends in a non-voting capacity.
- Deliberates on allocation of all MAP graduate scholarships and other business arising.
Communication:
Students will usually communicate with their supervisors or co-supervisors as a first point of contact on matters related to the content of their programs. On matters pertaining to the administration of their programs, students will communicate directly with the IDS Graduate Rep and / or Administrative Assistant. Students should also regularly check the FGSR webpage for information on scholarships and important dates. All forms needed for changes to supervision and programs are also housed on the FGSR website. See: [http://www.uregina.ca/gradstudies/index.html](http://www.uregina.ca/gradstudies/index.html)

Program Descriptions:
Graduate programs in IDS include a studies-based Master of Arts (MA) and a practice-based Master of Fine Arts (MFA), as well as a PhD in Media and Artistic Research with three possible paths: (1.) Research on the Arts; (2.) Research in the Arts; and (3.) Research through the Arts. In all cases, students are required to complete theses or projects that integrate knowledge from two (or three) disciplines or thematic areas, one of which must be a MAP area (i.e. Interdisciplinary Studies, Creative Technologies) or department (Film, Music, Theatre, and Visual Arts).

The philosophy of our programs is that traditional skills and specializations are usefully augmented and contextualized by a critical perspective and a cross-disciplinary approach. As society moves towards information/knowledge economies, cultural and entertainment sectors are rapidly emerging as driving forces in change. In this environment, there is an opportunity to expand the role of the fine arts beyond traditional disciplinary boundaries. The graduate programs in Interdisciplinary Studies in MAP are designed to accommodate students who are motivated to pursue innovative projects in a rigorous intellectual environment that is supported by a flexible framework of coursework and an expansive network of research links to the university community.

MA Program Description:
The MA program provides an opportunity to expand the role of Fine Arts beyond traditional disciplines. Several suggested thematic areas of concentration listed below exemplify potential pathways but are not meant to preclude proposed, individualized interdisciplinary research topics. This MA program encourages students to consider innovative research questions that investigate new terrain combining theoretical and methodological frames beyond the traditional disciplinary boundaries. The program is designed for completion within one calendar year; this timeframe may also assist students who want to move onto doctoral-level studies. The recommended length for MA theses in Interdisciplinary Studies in Fine Arts is 60-100 pages (not including bibliography).

Description of Optional Thematic Concentration Areas:
Students may consider choosing from several possible concentration areas listed below (although this list is not exhaustive):
Popular and Visual Culture: Explore texts, works of art, mass media (television, film, radio, recordings, advertising, newspapers and magazines, and the internet), sport, music, rituals, fashion and fads as a basis for inquiry into questions such as what is made visible, who sees what, how seeing, knowing and power are interrelated.

Gender, Sexuality, and Culture: Shape research that challenges current understandings of gender and sexuality by interrogating cultural identities, cultural production and cultural theory in relation to power systems.

Social and Community Engagement: Frame examinations of the conceptual and philosophical underpinnings of social and community engagement that allows for considerations and understandings of dynamic social spaces and the practices and processes that inform it.

Indigenous Arts and Cultural Expression: Engage in research related to complex and evolving global discourses in Indigenous art practices and traditions across a range of expressions, material and media.

Cultures of Display: Formulate inquiry into museum, gallery and exhibition practices, including curatorial expressions, collecting, and spectator experience.

MASTER OF ARTS - a studies-based program requiring 30 credit hours

<table>
<thead>
<tr>
<th>Course Duration</th>
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</thead>
<tbody>
<tr>
<td>FA 800 Seminar in Theory and Methods I</td>
</tr>
<tr>
<td>FA 803 Seminar in Theory and Methods II</td>
</tr>
<tr>
<td>Courses in Identified Disciplinary areas</td>
</tr>
<tr>
<td>ONE of:</td>
</tr>
<tr>
<td>FA 804 Studies in Media, Art, and Performance</td>
</tr>
<tr>
<td>FILM 804 Critical Investigations in Film</td>
</tr>
<tr>
<td>FA 899 Professional Placement</td>
</tr>
<tr>
<td>FA 901 Thesis Research</td>
</tr>
<tr>
<td>TOTAL</td>
</tr>
</tbody>
</table>

Statement of Originality for the Master of Arts Degree (MA):
(For students, supervisors and examiners):

At the Master’s level, the student’s thesis must demonstrate a comprehensive knowledge of the discourses and literature relevant to their chosen topic. They must present clear arguments, supported by appropriate evidence, resulting from a well prepared and rigorous research design, and a well-articulated and appropriate research methodology. The thesis must be presented in a form that is appropriate to the disciplines involved, and to the interdisciplinary approach, as well as to the rules and regulations of FGSR. There is no expectation of original knowledge creation at the Master’s level.
MFA Program Description:
In the MFA program, students are actively engaged in creating, performing and producing media, film, art, theatre, or music and other creative works, in a variety of combinations. These may be supplemented with other areas of concentration outside of MAP. Programs in this area typically culminate in a public exhibition or performance or other presentation of a body of work, and a Critical Engagement Paper of 40 pages (not including bibliography).

MASTER OF FINE ARTS - a practice-based program, requiring 42 credit hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FA 800 Seminar in Theory and Methods I</td>
<td>3</td>
</tr>
<tr>
<td>FA 803 Seminar in Theory and Methods II</td>
<td>3</td>
</tr>
<tr>
<td><strong>ONE of:</strong></td>
<td>3</td>
</tr>
<tr>
<td>FA 804 Studies in Media, Art, and Performance</td>
<td></td>
</tr>
<tr>
<td>FILM 804 Critical Investigations in Film</td>
<td></td>
</tr>
<tr>
<td><strong>ONE of:</strong></td>
<td>3</td>
</tr>
<tr>
<td>FA 899 Professional Placement</td>
<td></td>
</tr>
<tr>
<td>ART 801-804 Group Studio</td>
<td></td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td>Courses Related to Two Major Areas of Research</td>
<td>12</td>
</tr>
<tr>
<td>FA 902 Research Project</td>
<td>15</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>42</td>
</tr>
</tbody>
</table>

Statement of Originality for the Master of Fine Arts Degree (MFA):
(For students, supervisors and examiners):

The MFA is a terminal degree. The MFA provides the training for artists and creative researchers to move directly into professional work in artistic and academic contexts, although students are increasingly moving beyond the MFA to complete PhD’s in research creation in order to teach at the university level. At the MFA level, the project must be an original contribution to the relevant artistic and interdisciplinary fields. The project and engagement paper must demonstrate careful research design and well-articulated methods and methodologies appropriate to the disciplines involved, and to the interdisciplinary approach taken, and show skills and techniques at a level appropriate to advanced contribution to the field(s). The critical engagement paper must demonstrate and support this original research contribution, and justify the readiness of the creative work to move to examination and defense. The paper must be presented in a form that is appropriate to the rules and regulations of FGSR regarding written work.
PhD Program Description:

The proposed MAP Interdisciplinary PhD program in Media and Artistic Research aims to equip students with advanced research skills and extensive knowledge in a specialized area of research-creation and/or scholarship. The target audience for the program is primarily students who have completed their MFA and/or MA education and have a strong interest in a research-focused career in the arts and/or education with a clear understanding of the relationship between artistic research, artistic practice and reflection. The program is situated within a fine arts environment that includes the following well-established and equipped areas: Creative Technologies, Film Production, Film Studies, Music, Theatre and Visual Arts.

The degree and the program are designed to accommodate students who are motivated to pursue innovative artistic and/or thesis projects in a rigorous intellectual environment supported by a flexible framework of course and studio work and an expansive network of research links to the university community as well as the arts and cultural community. The program provides an opportunity to expand the role of arts-based research to include, for example, areas of technology and science; social history; pedagogy; Indigenous and non-Indigenous consciousness and identity; and curation. It encourages students to consider innovative research questions that investigate new terrain beyond the traditional disciplinary boundaries by combining multiple theoretical and methodological frames, or to focus on research that addresses the scope and bounds of one discrete discipline (see also Description of Optional Thematic Concentration Areas, above).

The degree has three possible paths:

a) **Research on the Arts**: Course / thesis-based investigations aimed at drawing valid conclusions about art practice from contemporary theoretical perspectives.

b) **Research in the Arts**: Multi-modal research based in course and practice-based applied research. A written thesis is not required although another means of critical reflection must be agreed upon with the supervisory committee and in evidence.

c) **Research through the Arts**: Course / practice / thesis-based investigations in which the artistic practice itself is an essential component of both the research process and the research results.

The MAP Interdisciplinary PhD program is aligned with the University of Regina Strategic Plan 2015-2020, *peyak aski kikawinaw: Together We Are Stronger*, as a catalyst for generating meaningful scholarly experience and impactful research based in our collective focus as treaty people on shared values, a wide vision for the future, and collaboration. To join this doctoral program means developing an artistic research project of high quality that is expected to contribute to the development of new knowledge and deepen and/or challenge existing practices within the artistic field—enjoying equal status with other forms of academic research that communicate together in a peer context. The doctoral candidate will work in an interdisciplinary environment where focus is on artistic processes / outcomes and their significance to their larger cultural, social and political contexts.
Core Courses (will vary depending on path chosen; see tables below for exact templates for each path):

FA 800 Seminar in Theory and Methods I
FA 803 Seminar in Theory and Methods II
FA 804 Studies in Media, Art, and Performance
Film 804 Critical Investigations in Film
FA 805: Interdisciplinary Doctoral Symposium
FA 900 Comprehensive Exam
Electives
FA 901 (thesis research)
FA 902 (research-creation research)

A) Research on the Arts: Course / thesis-based investigations aimed at drawing valid conclusions about art practice from a theoretical perspective.

- The student must have demonstrated proficiency in a broad field of learning, and the ability to initiate and evaluate work in the corresponding field. Furthermore, the student must have shown the ability to work independently in the chosen field and must have made an original significant contribution to the advancement of knowledge (FGSR Guidelines).
- Students engaged in this stream are carrying on a critical investigation of art from a variety of perspectives within the arts or in combination with other disciplines and methodologies. Programs in this area typically culminate in a thesis of not less than 150 pages and not more than 250 pages (not including bibliography).
- PhD candidates have a maximum of six years to complete their work. The following represents the minimum time to move through the program.

12 credit hours of core courses:    FA 800 (3 credit hours)
                                      FA 803 (3 credit hours)
                                      FA 804 OR Film 804 (3 credit hours)
                                      FA 805 (3 credit hours)

18 credit hours of electives: Chosen from the roster of MAP elective courses (can include
                                      FA 804 or Film 804, depending on the core course selected,
                                      above), ongoing new additions to that roster, or any relevant
                                      graduate course across campus approved by the
                                      supervisor(s).
                                      Note: This could include Directed Readings with the faculty
                                      supervisor relevant to the student’s area of research, and can
                                      be of variable credit (i.e. 3 credit hours, 6 credit hours, or
                                      even 9 credit hours where warranted).

00 credit hours of comprehensives: FA 900 Comps
30 credit hours of thesis writing: FA 901 (thesis)

Total: 60 Credit Hours
<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td>FA 800*</td>
<td>Fall Semester</td>
</tr>
<tr>
<td></td>
<td>FA 804</td>
<td>FA 900 Comps</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>FA 901</td>
</tr>
<tr>
<td></td>
<td><strong>Winter Semester</strong></td>
<td>Winter Semester</td>
</tr>
<tr>
<td></td>
<td>FA 803*</td>
<td>FA 901</td>
</tr>
<tr>
<td></td>
<td>FILM 804 (as elective)</td>
<td>FA 901</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>FA 901</td>
</tr>
<tr>
<td><strong>Spring Summer</strong></td>
<td>Elective</td>
<td>Spring / Summer</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>FA 901</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>FA 901</td>
</tr>
<tr>
<td></td>
<td><strong>Year 3</strong></td>
<td>Year 3</td>
</tr>
<tr>
<td><strong>Fall Semester</strong></td>
<td>FA 901</td>
<td></td>
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<tr>
<td></td>
<td>FA 805: Interdisciplinary Symposium (may be accomplished in any semester)</td>
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<tr>
<td></td>
<td>FA 901 Defense</td>
<td></td>
</tr>
</tbody>
</table>

*In consultation with the supervisor and Associate Dean, FA 800 and FA 803 may be substituted for other courses if already used to fulfil a master’s degree.

**B) Research in the Arts:** Course / documented practice-based applied research.

- The artistic level of applicants must be exemplary. It is required that the candidate is able to describe and convey what their artistic practice is about and how it contributes to new knowledge. The program of research must result in an artistic product; the examination consists of a public exhibition or presentation and defense.
- The student is required to document and reflect on the project, but not to submit a written thesis; the student may find their own way to communicate (i.e. the design and publication of a curated catalogue, public lecture performance, or a documentary interview etc.). Implicit in this, it is understood that doctoral level artistic research is the equivalent of research done in any discipline and that new knowledge may be conveyed and disseminated in diverse ways.
- The student must have demonstrated practical proficiency in a broad field of learning, and the ability to initiate and evaluate work in the corresponding field. Furthermore, the student must have shown the ability to work independently in the chosen field and must have made an original significant contribution to the advancement of knowledge (FGSR guidelines).
- PhD candidates have a maximum of six years to complete their work. The following represents the minimum time to move through the program.

12 credit hours of core courses:  
FA 800 (3 credit hours)  
FA 803 (3 credit hours)
18 credit hours of electives: Chosen from the roster of MAP elective courses (can include FA 804 or Film 804, depending on the core course selected, above), ongoing new additions to that roster, or any relevant graduate course across campus approved by the supervisor(s).

Note: This could include Directed Readings with the faculty supervisor relevant to the student’s area of research, and can be of variable credit (i.e. 3 credit hours, 6 credit hours, or even 9 credit hours where warranted).

00 credit hours of comprehensives: FA 900 Comps

30 credit hours toward final project: FA 902

Total: 60 Credit Hours

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td><strong>Fall Semester</strong></td>
</tr>
<tr>
<td>FA 800*</td>
<td>FA 900 Comps</td>
</tr>
<tr>
<td>FA 804</td>
<td>FA 902</td>
</tr>
<tr>
<td>Elective</td>
<td>FA 902</td>
</tr>
<tr>
<td><strong>Winter Semester</strong></td>
<td><strong>Winter Semester</strong></td>
</tr>
<tr>
<td>FA 803*</td>
<td>FA 902</td>
</tr>
<tr>
<td>Film 804 (as elective)</td>
<td>FA 902</td>
</tr>
<tr>
<td>Elective</td>
<td>FA 902</td>
</tr>
<tr>
<td><strong>Spring Summer</strong></td>
<td><strong>Spring / Summer</strong></td>
</tr>
<tr>
<td>Elective</td>
<td>FA 902</td>
</tr>
<tr>
<td>Elective</td>
<td>FA 902</td>
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<tr>
<td>Elective</td>
<td>FA 902</td>
</tr>
<tr>
<td><strong>Year 3</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Fall Semester</strong></td>
<td></td>
</tr>
<tr>
<td>FA 902</td>
<td></td>
</tr>
<tr>
<td>FA 805 Interdisciplinary Symposium (may be accomplished in any semester)</td>
<td>FA 902 Exhibition, Defense</td>
</tr>
</tbody>
</table>

*In consultation with the supervisor and Associate Dean, FA 800 and FA 803 may be substituted for other courses if already used to fulfil a master’s degree.
C) Research through the Arts: Course / combination practice and thesis-based; the artistic practice itself is an essential component of both the research process and the research results.

- The student must have demonstrated proficiency in a broad field of learning, and the ability to initiate and evaluate work in the corresponding field. Furthermore, the student must have shown the ability to work independently in the chosen field and must have made an original significant contribution to the advancement of knowledge (FGSR).
- The artistic level of applicants must be high and the work innovative. At the same time, the work must be theorized and contextualized within a methodological and aesthetic context. The result will be an exhibition of work and a thesis / defense that reflects critically and deeply on the work. The thesis must not be less than 100 pages (not including bibliography).
- PhD candidates have a maximum of six years to complete their work. The following represents the minimum time to move through the program.

12 credit hours of core courses: 
FA 800 (3 credit hours)  
FA 803 (3 credit hours)  
FA 804 OR Film 804 (3 credit hours)  
FA 805 (3 credit hours)

18 credit hours of electives: 
Chosen from the roster of MAP elective courses (can include FA 804 or Film 804, depending on the core course selected, above), ongoing new additions to that roster, or any relevant graduate course across campus approved by the supervisor(s).

Note: This could include Directed Readings with the faculty supervisor relevant to the student’s area of research, and can be of variable credit (i.e. 3 credit hours, 6 credit hours, or even 9 credit hours where warranted).

00 credit hours of comprehensives: 
FA 900 Comps

30 credit hours toward final project and thesis writing:
FA 902

Total: 60 Credit Hours

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td><strong>Fall Semester</strong></td>
</tr>
<tr>
<td>FA 800*</td>
<td>FA 900 Comps</td>
</tr>
<tr>
<td>FA 804</td>
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<td>FA 803*</td>
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<td>Film 804 (as elective)</td>
<td>FA 902</td>
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<td>Elective</td>
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Year 3

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<tr>
<th>Course</th>
<th>Description</th>
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<tbody>
<tr>
<td>FA 805</td>
<td>Doctoral symposium (may be accomplished in any semester)</td>
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<tr>
<td>FA 902</td>
<td>Exhibition, Defense</td>
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*In consultation with the supervisor and Associate Dean, FA 800 and FA 803 may be substituted for other courses if already used to fulfil a master’s degree.

**Statement of Originality for the PhD Degree:**
(For students, supervisors and examiners)

- The program will contribute to developing and challenging students’ understanding of artistic research, in dialogue with relevant regional, national and international environments.
- The program will initiate sound measures to promote dialogue on artistic research.
- The program will create a profile by generating projects and participating in arenas promoting international debate on artistic research.
- In this context, artistic research should include the following dimensions:
  a) A sound basis in artistic practice.
  b) New artistic perspectives and contributions to the development of the art field.
  c) Critical reflection on content and processes.
  d) Dialogue within one’s own discipline and with other relevant disciplines.
  e) Public accessibility in relevant academic forms and forums.
  f) Where appropriate, a project format based on a project description and subsequent public presentation of the results.

**The outcomes include the stipulation that the candidate:**
- Can formulate problems, plan and carry out scholarly and / or artistic research with requirements for: artistic activity of a high standard; critical reflection on process, methods and context, highlighting the result and its connection to the academic environment; and the understanding that critical engagement is an integral part of artistic processes.
- Can carry out scholarly and / or artistic research of a high national and international standard.
- Can evaluate the application and efficacy of different methods and processes in scholarly and / or research projects.
- Can situate their research in relation to the world in ways that contribute to improving the human endeavour.

**Graduates will be able to work in areas such as:**
- Academic positions in higher education with a particular focus on arts subjects and art dissemination.
- Positions where dual competency is desirable within practice-based/creative and academic work.
- Positions such as communicators, producers, leaders, curators and artists in arts institutions.
- Consultancy for the public regarding cultural questions which apply to the development of
new arts and cultural projects with high demands for quality, diversity and critical reflection, together with administrative assignments and development work which initiate and put into effect research, investigative and evalutative projects.

- The realization of art and cultural life objectives about reaching out to as many people as possible as well as to new places and new arenas, and initiating collaboration across different arts subjects and forms of artistic expression.
- Development work which aims to lead the professions into new areas of operation where workplaces are created, both for themselves and others

**Courses:**

Planning is the key to successful study in the IDS graduate programs. Students will meet their supervisors to develop and design their programs of study at the beginning of their first term to provide an overview of plans and goals. This should be done in consultation with the IDS Grad Rep, who will be able to answer academic and administrative questions for both students and supervisors. The Graduate Rep will be available to meet as needed.

Students in IDS programs in MAP are expected to be registered as a full-time student in every term of the academic year.

The core seminar courses that anchor IDS programs are FA 800 and FA 803. These are typically offered in fall and winter terms, respectively. Core seminars will be taken in the first three semesters of study by all full-time students. Part-time students (MA/MFA) will take core seminars in their first six semesters of study.

Apart from the FA 800/803 core courses, students are expected to register in regularly scheduled graduate courses in the semesters they are offered to fulfil their requirements. In Fall term FA 804 is offered by a MAP faculty member on a topic related to their research with broad applications. In Winter term FILM 804 is offered by a Film Department faculty member on a topic related to their research with broad applications.

For students enrolled in the MFA program, one additional course is required (FA 899: Professional Placement; or ART 801-804: Group Studio). Both courses are regularly scheduled and it is expected that you will complete this requirement in the first two years of your program. Either of these courses could also serve as elective options for students in the MA and PhD programs.

It is also required that MFA students take one ART 801-804: Group Studio (3 credits) offered by the Department of Visual Arts. Upon consultation with your co-supervisors you will take Group Studio once during your program of study (either in lieu of FA 899, as above; as your open elective; or as 3 credits of Courses Related to Two Major Areas of Research). The topics for Group Studio change from semester to semester. Please ensure that you enroll in the semester most suitable to your art practice. Group seminars led by Visual Arts studio faculty members facilitate discussion and writing about your studio practice.
All graduate level courses will be in the 800 series. One upper level undergraduate course (300 and 400) may be included in programs in place of 800 series course with permission of the IDS Graduate Rep, and only when justified as a requirement for a new approach.

Taking one (or, highly rarely, two) 300-499 level courses in areas of interest and specialization is possible in cases when a graduate level course in a disciplinary area is unavailable. The majority of courses taken will be individual classes of 3 or 6 credit hours and directed toward student research interests. Remember that 12 credit hours in at least two (but no more than three) disciplines with at least 9 of those credits in a studio area are required. These courses will be taken with co-supervisors and other instructors of interest to students. It is critical that students plan early for these classes as they take time to locate instructors, design, plan and timetable. Deciding upon an instructor and co-designing a course dedicated to individual interests is time consuming. To avoid late registration fees, please ensure that your courses for the upcoming term are submitted to the appropriate office at least one month prior to the commencement date of classes (i.e. August 1st for fall; December 1st for winter; April 1st for spring/summer).

Courses under MAP or FA are scheduled by the Associate Dean of Graduate and Research in MAP, and the IDS Administrative Assistant. Other courses must be catalogued/scheduled by the relevant Department or Faculty office offering the course.

The following course descriptions list the core courses that Interdisciplinary Studies students will use in building their programs:

**FA 800 Interdisciplinary Seminar in Theory and Methods I (3)**
Seminar exploring and questioning the theory, history and aesthetics of Fine Arts, and the diverse and shifting conceptions of Fine Arts disciplines in relation to other social and cultural forms.

**FA 803 Interdisciplinary Seminar in Theory and Methods II (3)**
Seminar exploring diverse approaches to research in the Fine Arts, including studies-based and practice-based methods.

**FA 804 Studies in Media, Art, and Performance (3) (Check with Grad Rep/Associate Dean Grad for thematic course offering for Fall semester)**
Seminar course examining selected topics in the Fine Arts.

**FILM 804 Critical Investigations in Film (3) (Check with Grad Rep/Associate Dean Grad for thematic course offering for Winter semester)**
Seminar course examining selected topics in Film

**FA 805 Doctoral Symposium (3)**
This doctoral research seminar presentation is developed with the guidance of the thesis supervisor. FA 805 requires the student to present their research by engaging with peers in an advanced
epistemological conversation concerning artistic research and the research problematics elaborated within the program and arising in the student’s research area and / or thesis project. This will be done as a half-day symposium, scheduled by the IDS program with the Associate Dean Graduate Studies and Research, in order to give the doctoral student the opportunity to present their work to and engage with the full cohort of MAP doctoral and master’s students in a collegial exchange of ideas. The presentation should illustrate the student’s ability to engage in dialogue with peers and professors across artistic research and practice. Students may use this seminar to test doctoral arguments and prepare for defense. It must be completed (in any semester) before the student is eligible to defend.

**ART 801-804 (3)**
*Group Studio in Visual Arts (Check with IDS Grad Rep/Visual Arts Grad Rep for further information on current structures for this course)*
Studio course working with other studio artists and a Faculty mentor

**FA 901 Thesis Research**
Research supporting a studies-based program including the thesis proposal, ethics review application (if applicable), and research resulting in the writing and defense of a graduating thesis of 60-100 pages.

**FA 902 Research Project**
Research supporting a professional, practice-based program resulting in the writing of a comprehensive critical engagement paper of 40 pages and the preparation and public presentation of a graduating project.

Additional graduate-level courses are scheduled by the various MAP departments, and are always being developed as students enter and complete their programs. These courses are listed in the appendix to this document on instructions for setting up courses.

**Funding:**
Students are encouraged and expected to investigate and pursue national scholarships for graduate study through Canada’s “Tri-Council” funding system. SSHRC (Social Sciences and Humanities Research Council of Canada) is particularly suited to research in MAP. Application can be made before entering MAP programs, or once you are in a MAP program. Depending on the subject matter of your research, you may also be eligible for the other Tri-Council grants: NSERC (Natural Sciences and Engineering Research Council of Canada) and CIHR (Canadian Institutes of Health Research). See Appendix 5 on Scholarships and Awards.

Some University of Regina funding may be available through direct application to the Faculty of MAP. These direct applications are scholarships and awards that are administered by the MAP Graduate Program Committee, or are external sources of funding that have internal Faculty of MAP processes and deadlines. These options include Base Funding (GSBF) which can be granted in various funding amounts (as and when funds are available), and Graduate Teaching Awards (GTA) to assist Faculty with
classes and provide training in teaching. The MAP Graduate Program Committee adjudicates the GSBF in Spring, Fall, and Winter, as funds permit. GTA awards are typically adjudicated in Spring for the forthcoming academic year through the MAP Graduate Committee; these awards are assigned based in matching student expertise to undergraduate teaching needs and do not require an application form. Recipients will be offered these opportunities by email from the IDS Grad Rep and/or IDS Administrative Assistant.

Incoming students are prioritized for GSBF in the Spring adjudication round. In order to be eligible, students must be officially accepted into their program. Students currently in the program are prioritized for GSBF in the Fall adjudication round, funds permitting. In order to be eligible, current students must have a GPA of 80% and must not be in post coursework maintenance or on probation. A third Winter adjudication round for current students may take place, funds permitting.

In all programs administered by MAP, current students submit their application directly to the Graduate Rep and Administrative Assistant in their area. You will be prompted by email from the office of the MAP Associate Dean of Graduate Studies and Research well before the deadline. In the case of IDS, submit the application to the Administrative Assistant in the Interdisciplinary Studies Office in RC 271 by the specified deadline (or by following any alternative guidelines emailed to you in advance of the opportunity):
- September 15 for Fall Round
- January 15 for Winter Round

Notification of the current MAP opportunities, deadlines and guidelines will be sent to you by email, and provided at annual reviews.

From time to time, students may also receive additional FGSR, University of Regina, or external awards (either as an incoming student, or throughout the degree). Students will receive a letter to inform them of these special cases.

See the appendices in this document for links to FSGR and the external scholarships, funding, and awards that students must apply for on their own; these are not administered directly by MAP and have different application processes.

Students are encouraged to apply for these FGSR and external funding opportunities as often as possible, and to research further funding options outside the University. Please contact the IDS Grad Rep or supervisors with plenty of advance notice if assistance or documents/references are needed to complete any of these applications.
Residency Requirements:
Students must be Saskatchewan residents during the semesters in which they are taking FA 800 and FA 803, and during any semesters in which they are undertaking course work. Absences during research or open studio periods must be discussed in advance with the supervisors. Students should not make travel plans until their annual review (held in April each year) has been confirmed. The review schedule is developed and a sign-up sheet circulated by the IDS office in January for the April reviews.

Studio Accommodation:
Every effort will be made to accommodate any MAP student who has an art practice that requires studio space, or any other need for a dedicated on-campus space to work. Most students will share one large divided space in the basement of the Visual Arts area (RC 040.3). A student gives up studio space if not in residence in Regina or if not registered as a full-time student; upon return a formal request must be made to receive a studio for subsequent semesters. Every effort will be made to meet the request; however, we cannot guarantee space once it has been given up. Requests can be made at any time by email; however, there may be a delay before a space becomes available. A ranked priority list based on entry date is maintained by the IDS Grad Rep as students enter and exit their programs. Support with modifying studio spaces, seeking furniture, etc. is sometimes available, and requests should be made to the IDS Grad Rep, who will put students in touch with the technicians who can support such needs.

Material and Other Project Costs:
All costs for MFA and PhD projects, materials, equipment, etc. are the student’s responsibility. Some equipment or specialized spaces owned by MAP may be available for use, but no assumptions should be made, and each piece of equipment or venue needed should be requested by email in advance, and some may have a fee or special training restrictions attached. In special cases, students may make a request for support for some additional funds for a project, or a waiving of fees from MAP, but it is not guaranteed. To request this, email the IDS Grad Rep with the costs, and rationale. Students may wish to apply for additional funding from external sources. Some equipment is available for direct loan from the MAP Equipment Room located in the Film Department (ED 149) and students should check with their supervisor, or the IDS Grad Rep, for more information.

Health and Safety, Privacy, Ethics and Other Concerns:
MAP is committed to respectful environments and safety of our students, staff and faculty. Students MUST follow University policies on safety, ethics, privacy, respect towards others, and other rights and responsibilities.

FGSR Policy: https://www.uregina.ca/gradstudies/policies/index.html
Ethics, Animal Care, and Hazardous Materials Compliance: 
https://www.uregina.ca/research/for-faculty-staff/ethics-compliance/index.htm

Respectful University: https://www.uregina.ca/policy/browse-policy/policy-GOV-100-015.html

Work in the studio, or anywhere on campus, will need to be within University guidelines, and anything that involves organic, biological or dangerous materials or structures, members of the public or vulnerable groups coming to campus, or that involves direct contact with animals or with humans as research subjects, is subject to review BEFORE any of these activities take place. Students should talk to their supervisor, and to the IDS Grad Rep, as soon as possible when plans are in place to ensure there are no additional paperwork and checks required.

Continuation of Program:
Students will undergo an annual internal review of progress at the end of every Winter semester (April) until their defense is scheduled, organized by the IDS office and Grad Rep. You will be contacted at the beginning of the Winter semester (January) to set up your review appointment, and your supervisor(s) will discuss the parameters and expectations of the review with you. An additional meeting with the student, Grad Rep and supervisors will be scheduled at the end of first term if concerns arise. Two consecutive failed reviews will result in a “required to discontinue” (RTD) from FGSR.

The student’s MA thesis or MFA project proposal must be approved by the co-supervisors and then approved by the IDS Grad Rep before entry into the final 12 credit hours of FA 901 or FA 902. If the proposal has not been accepted by the end of the term following its submission, the student will be RTD-ed. For example, if it does not pass in the fall semester, it must be passed by the end of the winter semester. (Appendix 2)

FGSR Annual Progress Report: 
FGSR Annual Progress reports may be required for students if they are the recipient of a Tri-Council scholarship (ie: SSHRC, CIHR, NSERC). FGSR monitors progress reports and will contact students and supervisors in advance. If a progress report is not received within a given time frame, a hold is placed on the student’s record that prevents registration until the report has been received and approved by FGSR. 
http://www.uregina.ca/gradstudies/forms/index.shtml

Tracking Progress and Keeping Records: 
A standard form is used to keep track of student progress across the Faculty, and kept in the office for use by the Dean’s Office and Departments/Programs. Versions of this form with pre-filled
sections for MA, MFA and PhD course options are available for internal student and supervisor use, (Appendix 14). You are advised to keep a personal version of this form to plan your program, and track course requirements when they are complete. Annually, before the April reviews, students and supervisors will be asked to provide information to ensure the official form is up to date.

**Graduation Requirements:**
Please keep abreast of all requirements outlined on the FGSR website. All work toward the degree must be completed within the timeline specified. Familiarize yourself well with the defense procedures (Appendix 4) and always check the FGSR Website, as changes to the policies remain ongoing, and *FGSR is the final word on policies and procedures as your official faculty.*

**Master of Arts:**
Students are required to write a thesis and successfully complete an oral examination on the thesis. MA theses are archived by the University.

**Master of Fine Arts:**
Students are required to create and present a media work/production/performance/exhibition; write a Critical Engagement Paper; and successfully complete an oral examination on the project and the Critical Engagement Paper. You will be invited to archive your paper, and some version of your creative work, in the Library online archive, OURSpace, but this is optional. (Appendix 7).

**PHD:**
Students are required to follow one of the three paths to create and present a thesis or research creation project (production/performance/exhibition); write a reflection/thesis paper on the project as required; and successfully complete an oral examination on the thesis or project and reflection/thesis paper. Project-based research creation students will be invited and strongly encouraged to archive your paper, and some version of your creative work, in the Library online archive, OURSpace, but this is optional (Appendix 7).
APPENDICES

Appendix 1: Instructions for Setting Up Courses
Appendix 2: Review of Student Progress
Appendix 3: Guidelines for Thesis / Project Proposal
Appendix 4: Defense Procedures for MA/MFA in Interdisciplinary Studies
Appendix 5: Scholarships and Awards
Appendix 6: Alumni
Appendix 7: MAP Policy for Archiving MFA Comprehensive Support Papers and Project Documentation in the oURspace Repository (Archer Library)
Appendix 8: MAP Policy on Distribution of FGSR Scholarships
Appendix 9: MAP Policy Adherent to FGSR Policy on Extensions and Deferrals (April 2017)
Appendix 10: MAP Graduate Professional Placement
Appendix 11: Guidelines for Supervisors
Appendix 12: Resources
Appendix 13: Items for Ongoing Consideration
Appendix 14: Tacking Progress Forms
Appendix 15: Recovery Program for MAP Graduate Students Who Have Failed One Course
Appendix 1: Instructions for Setting Up Courses

The type and areas of studies for your courses will be determined in consultation with your supervisors and the IDS Grad Rep. A number of courses that have already been set up could fit your degree requirements (see above). If none of these courses fit the particular subject required for the student a new course will be set up. The following steps must be taken to have a course catalogued and scheduled.

1. Approach the faculty member with whom you wish to take a course.

2. If there is a course already in the system (see above) that is compatible with your particular course needs, then the course would just have to be scheduled. The scheduling of the MAP areas of study for IDS students is done by the Administrative Assistant in Interdisciplinary Studies/Creative Technologies/Theatre Office in RC 271.

The Course Catalog: https://www.uregina.ca/mediaartperformance/areas-study/grad-studies/grad-courses.html lists the courses currently available through the university. This is NOT a list of scheduled classes; rather, it is a list of potential courses that may be scheduled in the term. To find the classes that are scheduled or available for registration, please search the Class Schedule at https://banner.uregina.ca/prod/sct/bwckschd.p_disp_dyn_sched

3. If a NEW course is required, the following must be provided by the faculty member and emailed to the IDS Administrative Assistant:
   - Course Number and Title
   - Number of Credit Hours

   A 50 word (max) description – this description should be generic in nature so as to allow other grad students to be able to use it in their program if the subject matter is applicable.

   Intended frequency and duration of meetings for discussion of student’s work – (i.e. bi-weekly – 2 hours)

   Evaluation: Number and nature of activities assigned and the percentage of grade assigned to each (75% of the final grade must be of a nature enabling re-evaluation by an Independent Examiner).
4. Courses under MAP or FA will be catalogued/scheduled by the Administrative Assistant in the Interdisciplinary Studies/Creative Technologies/Theatre Office in RC 271. Courses offered by other Departments / programs will be scheduled by the Administrative Assistant for that particular Department and/or program.

The Faculty member e-mails the above information with the student’s name to the Administrative Assistant.

Any courses outside of MAP must be catalogued/scheduled by the appropriate Department office (i.e. Women’s Studies) in conversation with the instructor.

5. All new courses are submitted to Graduate Studies by the IDS Grad Rep/Administrative Assistant for final approval before being catalogued/scheduled. The complete process of setting up new courses can take a minimum of four weeks. Please make sure that you and your supervisors plan your courses for the next semester to meet the deadlines of August 1st for fall; December 1st for winter; April 1st for spring/summer.

6. Any course that will involve the use of human or animal subjects must have prior approval from the Research Ethics Board before being submitted for approval, cataloguing or scheduling, as outlined on the FGSR website. The Ethics Board approval letter must be e-mailed at the same time as the information requested in point 3 above. https://www.uregina.ca/research/for-faculty-staff/ethics-compliance/human/policies.html

7. For all courses, the student will be notified of the CRN by the Administrative Assistant so that the student may register in the course through UR Self-Service. https://banner.uregina.ca/prod/sct/twbkwbis.P_WWWLogin

8. Note: some courses have variable credit hours. When you register you must indicate the exact number of credit hours (typically 3 or 6) for which you have been approved to take the course (the system is set to default to 1 credit, so you must select the correct credit hours that are established for core courses, or that you and your supervisors have agreed to for Directed Studies, FA 901/902, etc.).

9. Sections of FA 901 and FA 902 are scheduled only when a request has been made by your supervisors to the IDS Grad Rep/Administrative Assistant in the Interdisciplinary Studies/Creative Technologies/Theatre Office.

10. If UR Self-Service registration has been turned off, or there has been a special arrangement made to take a course outside the standard program, you must complete a paper registration form (from FGSR) and obtain the IDS Grad Rep’s signature as the “Advisor Approval” before submitting the form to FGSR to process.
11. Online registration does not prevent you from registering in courses that do not apply to your graduate program or adding inappropriate courses to your academic record. Permission to register in courses outside the prescribed program requires a demonstration of relevance to the program of studies and is subject to the approval of the Department/Faculty Head and the Dean of FGSR. Permission is to be sought prior to registration in the course. For courses where permission is not sought, FGSR will not entertain inclusion for program credit and such courses will be considered as extra to the program. As well, FGSR will not become involved in a process for adjustment of associated fees, etc.
Appendix 2: Review of Student Progress

Students will be reviewed at the end of Winter semester (April). You will be notified by e-mail at the beginning of Winter (January) about the dates and sign up process. Please do not make travel plans until the review date has been set. Students must be physically present for all end of year reviews without exception.

Reviews will include the following: IDS Grad Rep; supervisor or co-supervisors; instructors of current courses; thesis committee members (if determined). Students may invite additional Faculty instructors or future committee members if they wish. Students may appoint a note taker.

Review Guidelines

Students will do a twenty-minute presentation outlining the research and work completed during the term. Presentations must include: visual presentation of new work and research; context of research; theoretical questions and issues; and proposed trajectory for the next term. Presentations are followed by up to 30 minutes of questions from the reviewers. Following the question period, the reviewers will discuss student progress in camera, after which only the supervisor/co-supervisors and the IDS Grad Rep will stay to discuss progress with the student.

One failed review will result in a probationary term in which the student must demonstrate the ability to complete their program of study. A letter will be sent to the student and placed in the student’s file in the IDS office and the Dean of FGSR will be notified. A second failed review will result in the student being withdrawn from the Interdisciplinary Studies program. A letter from the Dean of FGSR will inform the student of their status as Required to Discontinue (RTD).

Should supervisors or student feel there is a need for a meeting after Spring/Summer or Fall semester, the IDS Grad Rep will call a meeting to discuss issues surrounding progress in the program so that issues can be resolved prior to the end of year review process.

FGSR Annual Progress Report

FGSR Annual Progress reports are required for all students who are the recipient of a Tri-Council scholarship (ie: NSERC, SSHRC, CIHR). FGSR monitors progress reports and will contact students and co-supervisors in advance. If a progress report is not received within a given time frame, a hold is placed on the student’s record that prevents registration until the report has been received and approved by FGSR.

https://www.uregina.ca/gradstudies/forms.html

When students are prepared to enter the thesis/project portion of their degree, a thesis/project proposal will be written and submitted to co-supervisors. Once they are satisfied, the proposal may also be submitted to the IDS Grad Rep and Graduate sub-committee for information or review. The proposal will usually be written in semester four or five, but may be written sooner in exceptional cases.

Proposals may take different forms, designated by the supervisors and dependent on the type of project. The first 3 credit hours of FA 901/FA 902 will be used to complete the thesis/project proposal and, if not passed on the first attempt, it must be passed by the end of the subsequent semester. Failure to complete the proposal within this timeframe will result in the student being withdrawn from their program of study.

The thesis/project proposal will be a maximum length of 2500 words. It will generally contain three separate sections:

1. **Section I:** Context of Thesis/Project
2. **Section II:** Theoretical Framework
3. **Section III:** Methodological Approaches.

**Section I** will include a description of the thesis/project, outline its broader social contexts and the questions raised/addressed by it. **Section II** will address the specific theoretical framework and critical resources used in the thesis/project. This section will also explain the interdisciplinarity of the thesis/project. **Section III** will discuss the ways that the student will approach the thesis/project and will suggest the possible outcomes of the research or creative practice. If relevant, one or more of these sections may be replaced with material required for a student’s particular circumstance (for example, specific documentation may be required for use of a partner gallery space for the final project, and this would be included with the proposal).

**Thesis**

Students in the MA and PhD programs will produce a thesis according to the regulations and guidelines of FGSR. The recommended length for MA theses is 60 – 100 pages (FGSR requirement is 50 - 110 pages) and will be guided by the co-supervisors, who are equal partners in the process. The recommended length for PhD theses is 150-250 pages, also under the guidance of the supervisors.

**Critical Engagement Paper**

Students in the MFA program will write a Critical Engagement Paper that has a length of 40 pages. It will usually be an expansion of the project proposal and may include the three sections defined above; however, students are not required to follow this form
with the permission of their co-supervisors. All information from the proposal must be presented in the final project. The Critical Engagement Paper will be evaluated as 1/3 of the oral defense and the media work/performance/production/exhibition will be evaluated as 2/3 of the oral defense.
Appendix 4: Defense Procedures in Interdisciplinary Studies

MA in Interdisciplinary Studies

MA in Interdisciplinary Studies defenses must follow the Thesis Procedures as outlined by FGSR.

In formatting the thesis, please refer to A GUIDE FOR THE PREPARATION OF GRADUATE THESES located at https://www.uregina.ca/gradstudies/current-students/Thesis and Defense/Writing/index.html

The title page of the thesis must list the concentrations studied (see sample of title page provided by FGSR, below).

All arrangements for the MA in Interdisciplinary Studies will be completed by the supervisors, the IDS Grad Rep and/or Administrative Assistant in the Interdisciplinary Programs Office, as outlined by FGSR under rules and regulations for Supervisor and Committee.

MFA in Interdisciplinary Studies

MA in Interdisciplinary Studies defenses must follow the Thesis Procedures as outlined by FGSR.

In formatting the critical engagement paper, please refer to A GUIDE FOR THE PREPARATION OF GRADUATE THESES located at https://www.uregina.ca/gradstudies/current-students/Thesis and Defense/Writing/index.html

All arrangements for the MFA in Interdisciplinary Studies will be completed by the supervisors, the IDS Graduate Rep and/or Administrative Assistant in the Interdisciplinary Programs Office, as outlined by FGSR under the rules and regulations for Supervisor and Committee.

Students are required to do the following in order to meet their degree requirements and enable the Interdisciplinary Studies program to arrange the defense:


   The title page of the Critical Engagement Paper must list the concentrations of study (see sample of title page provided by FGSR, below).

   A Critical Engagement Paper of 40 pages maximum (double spaced) consists of the following: the description, critical context, interdisciplinary nature and theoretical/methodological approaches of the project.
The weighting of the Critical Engagement Paper is 1/3 of defense evaluation.

2. The co-supervisors in consultation with the IDS Grad Rep will strike an examining committee once the student’s project is deemed ready for defense by the co-supervisors; however, it is recommended that the supervisors rank a list of 3 or 4 appropriate supervisors, in consultation with the student, at least 6 months before the proposed defense date, and confirm the External at least 3 months before the proposed date (see below). The final selection of the External is the purview of the supervisors. The committee must consist of one representative from each of the student’s concentrations. Additional members are allowed if appropriate to the project.

3. The required Supervisory Committee Release Form must be organized by the supervisors and signed once the Examing Committee has deemed the project ready for defense. As per instructions on the FGSR website, the supervisor is responsible for completing the Thesis Committee Release Form, the External Examiner Nomination Form and the Checklist for Submission of Thesis Form and ensuring that all defense forms are submitted to FGSR, as well as securing a Chair of Defense (outlined below).

4. The student must supply the Critical Engagement Paper and media work or documentation for the Examing Committee and the External Examiner to the IDS Grad Rep, Interdisciplinary Programs, RC 271. An electronic copy should also be submitted to the Administrative Assistant in the IDS office. It will be included with the supervisor’s paperwork (above).


For example: if the final project is a performance such as an opera – the student might decide to use the University Theatre; if the final project is an exhibition, the student might decide to present at the MacKenzie Art Gallery, the 5th Parallel Gallery, or another venue. It is your responsibility to obtain permission to use any and all spaces (including those on campus). The co-supervisors can be a valuable resource in this process but the responsibility remains with the student.

Weighting of the media work/performance/production/exhibition is 2/3 of defense evaluation.

6. Undertake a two-hour oral defense of the thesis project scheduled by FGSR in collaboration with the IDS Grad Rep.

7. Upon successful completion of the oral examination, students must submit the
following to the IDS Grad Rep:

Two copies of the final media work/performance/production/exhibition or documentation on appropriate media (i.e. DVD/CD-ROM).

Two paper copies of the final Critical Engagement Paper.

**Timelines for Defenses**

The final stages of thesis/project completion and oral defense require considerable lead time. It is the duty of the co-supervisors to develop suitable timelines, which are done in consultation with the IDS Grad Rep. Reverse timelines are a valuable means to ensure that sufficient time has been provided for the various levels of thesis/project evaluation and sign off. Below are standard timelines for both MA and MFA students. Please note that MA and MFA processes vary significantly. These are minimums and co-supervisors/students must keep in mind that this process will sometimes take longer.

Supervisors are advised to confirm the External Examiner 6 months before the defense, and to create a ranked list of three or four potential candidates in the event that the first choice is unavailable. If the defense is to be scheduled for December 1, the External Examiner should be in place by June 1; if for April 30, then by November 1; if for August 15, then by March 15.

FGSR requires 6 weeks from the date on which the thesis is officially signed off on by the committee and submitted to FGSR, to the defense date. If the defense is to be scheduled for December 1, then finalized thesis must be received at FGSR by October 15; if for April 30, then by March 15; if for August 15, then by July 1.

Supervisors and committee members should take a maximum of two weeks to give editorial feedback to drafts of theses. Supervisors and committee members on sabbatical are expected to maintain this principle of timely feedback to graduate students, as well as timely email correspondence.

**MA Timeline**

Note: The defense will only be scheduled once the External Examiner has signed off on the thesis’ suitability for defense.

1. **External Examiner timeframe:** Once the co-supervisors and committee members have signed off on the thesis it is delivered to the office of the Administrative Assistant of IDS, with all the relevant paperwork completed. FGSR suggests that the supervisors take responsibility for its delivery to FGSR (see below); in extenuating circumstances, the IDS Grad Rep and/or Administrative Assistant can assist with the delivery. FGSR will forward it to the external
examiner. The external examiner will read, comment on, and state if the thesis is ready for defense. Six weeks is required for this process.

2. **Committee timeframe:** It is critical that committees be provided with sufficient time in which to read and evaluate the thesis and for their required changes to be made. The convention is a turnaround time of maximum two weeks. Keep in mind that if more editorial changes are required by committee members, they will have another maximum of two weeks to provide feedback. More time at this stage is valuable and encouraged. The committee will **NOT** sign off on the thesis until they are satisfied with its quality and its defensibility.

3. **Co-supervisor timeframe:** Co-supervisors will only provide the thesis to the committee once they are satisfied with its quality and defensibility.

**MFA Timeline**

**Note:** This timeline is to be followed if the thesis project requires the External Examiner to be present for the exhibition or performance only. In cases where the presence of the External Examiner is not required for viewing the project (i.e. film, online media work, etc.), the timeline for MA theses is used.

1. Determine period during which the public presentation of the work (i.e. exhibition) will occur.

2. **External Examiner timeframe:** Count backward from the first day of the exhibition/performance to a point of six weeks. This will provide FGSR its required timeframe for submission of Critical Engagement Paper and support materials to the External Examiner. It also includes the response time for the External Examiner to respond to FGSR regarding the suitability for defense of the project.

3. **Committee timeframe:** It is critical that committees be provided with sufficient time in which to read and evaluate the Critical Engagement Paper and for their required changes to be completed. A minimum of four weeks is required to complete this. More time at this stage is valuable and encouraged. The committee will not sign off on the Critical Engagement Paper and project until they are satisfied with their quality and its defensibility. Provision for viewing the project prior to signing off will be provided if requested of committee members.

4. **Co-supervisor timeframe:** Co-supervisors will only provide the Critical Engagement Paper and project to the committee once they are satisfied that it is ready for defense. However, this determination must occur with the above timelines in mind if a defense is to occur as planned. It is highly recommended that the Critical Engagement Paper and project be completed early to provide sufficient time to allow for reasonable and ethical time periods for committee
members and FGSR procedures.

FGSR Instructions on Timelines and Deadlines

See FGSR website: https://www.uregina.ca/gradstudies/current-students/Thesis and Defense/Timelines_and_Deadlines.html

Once your thesis is completed, it usually takes between 7-10 weeks to defend.

Approximate timeline for a Masters from after the thesis is completed, to the final Defense.

- 2 weeks for committee to read thesis
- 1-3 days submission of the thesis and paperwork to FGSR (your unit may also require time to approve the thesis)
- 1-3 days approval of external examiner
- 2 weeks external examiners reads thesis
- 2 weeks scheduled the defense (this can be quicker if a tentative date has been set) Total: 7 weeks approximately

Approximate timeline for a PhD thesis from after the thesis is completed, to the final Defense.

- 4 weeks for committee to read thesis
- 1-3 days submission of the thesis and paperwork to FGSR (your unit may also require time to approve the thesis)
- 1-3 days approval of external examiner
- 4 weeks external examiners reads thesis
- 2 weeks scheduled the defense (this can be quicker if a tentative date has been set) Total 10 weeks approximately

You need to be registered when you defend.

We have a table of deadlines, you can use this to count back from when you want to graduate to determine when you need to have your thesis completed.

Timeline Examples

Thesis-based MA and PhD

- Thesis defense on December 1st
- Thesis submitted to FGSR by October 15th
- Thesis submitted to committee by September 15th
- Thesis Draft 3 submitted to supervisors by September 1
- Thesis Draft 2 submitted to supervisors by August 1
• Thesis Draft 1 submitted to supervisors by July 1st

**Research-creation based MFA and PhD**
• Exhibition opens to public on October 1st
• Materials submitted to FGSR by August 15th
• Critical Engagement Paper submitted to committee by July 15th
• Critical Engagement Paper Draft 3 submitted to supervisors by July 1st
• Critical Engagement Paper Draft 2 submitted to supervisors by June 1st
• Critical Engagement Paper Draft 1 submitted to supervisors by May 1st

Forms related to defense will be prepared by the supervisors, according to the list of responsibilities of supervisors listed on the FGSR website of the Interdisciplinary Studies Program (see below). Once the “Thesis Committee Release Form” and the “Nomination Form: External Examiner” are signed all communication related to the defense will be done by the IDS Grad Rep/Administrative Assistant. From this point NO communication with the External Examiner is permitted from co-supervisors, committee members or the student (who will never have communicated with the External Examiner). Failure to meet this requirement will result in cancellation of the defense.

**FGSR Instructions on Roles and Responsibilities for Faculty and Students**

It is the responsibility of supervisors and students to familiarize themselves with their roles and responsibilities, outlined on the FGSR website (and see appendix, below):

RAPING POCOHONTAS:

HISTORY, TERRITORY, AND EKPHRASIS IN THE REPRESENTATION OF AN INDIGENOUS GIRL

A Thesis

Submitted to the Faculty of Graduate Studies and Research

In Partial Fulfillment of the Requirements
For the Degree of

Master of Arts

in

Interdisciplinary Studies

(list concentration) Media Production & Studies and Indian Art
University of Regina

By

Student’s Name

Regina, Saskatchewan

Month and Year of submission of final copy

Copyright 2004, Student’s Name

(As an alternative to the copyright symbol, a statement such as the following may be used – “The author claims copyright. Use shall not be made of the material contained herein without proper acknowledgement, as indicated on the following page.”)
Sample of Critical Engagement Paper Title Page for MFA in Interdisciplinary Studies

WILLIAM WALTON’S THE BEAR:

A UNIFICATION OF LIGHTING DESIGN AND CONDUCTING IN THE PRODUCTION OF A CHAMBER OPERA

A Critical Engagement Paper

Submitted to the Faculty of Graduate Studies and Research

In Partial Fulfillment of the Requirements

For the Degree of

Master of Fine Arts

in

Interdisciplinary Studies

(list concentration) Music and Theatre

University of Regina

By

Student’s Name

Regina, Saskatchewan

Month and Year of submission of final copy

Copyright 2004, Student’s Name

(As an alternative to the copyright symbol, a statement such as the following may be used – “The author claims copyright. Use shall not be made of the material contained herein without proper acknowledgement, as indicated on the following page.”)
Procedure for the Oral Defense of the Master of Fine Arts in Interdisciplinary Studies

The following is the procedure for conducting an oral defense:

The Chair introduces the candidate and all members of the Examining Committee, and outlines the examination procedures.

The candidate will provide a 15 minute overview of the thesis project and the Critical Engagement Paper. The overview describes the thesis project, critical context of the project, interdisciplinary nature of project and methodological approaches. No questions are allowed at this time.

The co-supervisors will be asked if the candidate has omitted any major points in the overview.

The External Examiner, who is expected to have the longest single period of questioning, will begin the examination. This portion of the examination takes a maximum of 60 minutes. The External Examiner is expected to address major matters of importance in the thesis project, leaving non-substantive matters, such as concerns about style, typographical errors, spelling, etc. for subsequent action from the supervisory committee.

The other members of the examining committee then question the candidate. The co-supervisors are the last examiners. The Chair will ensure that a faculty seminar does not develop, although some discussion will be allowed to clarify points.

After the first round of questioning is complete, the Chair will invite further questions. When the second round of questions is completed, the candidate and all individuals who are not members of the examining committee will leave the room. The candidate will wait nearby while deliberations of the committee takes place.

The examining committee discusses the thesis project. The Chair polls the committee, beginning with the External Examiner and indicates the responses in three categories.

The vote of the Examining Committee was that:

The Media Work/Performance/Production/Exhibition, etc:

_____ Passes
_____ Fails --**If the media work/performance/production/exhibition, etc. fails, it is not possible to pass the defense and critical engagement paper**
The Critical Engagement Paper:
- Passes without revision
- Passes with minor revision
- Must be rewritten and redefended
- Fails --**If the Critical Engagement Paper fails, the defense cannot pass**

The Defense:
- Passes
- Fails and may be repeated
- Fails

If requiring revision, the revised paper will be:
- examined by Co-Supervisors before documents are released to FGSR
- examined by External Examiner before documents are released to FGSR

The committee must provide the candidate with clear written instructions that reflect the discussions of the committee about any revisions to the Critical Engagement Paper. The revisions must be forwarded to FGSR before the end of the semester immediately following the defense.

If the media work/performance/production/exhibition, etc. fails, it is not possible to pass the defense. If the Critical Engagement Paper fails it is not possible to pass the defense. If the Critical Engagement Paper and/or defense are required to be re-written and re-defended, each member of the examining committee will provide a brief rationale to the IDS Grad Rep who will forward the statements to the Associate Dean of FGSR. The IDS Grad Rep and the FGSR Associate Dean will meet to discuss the issues.

If the media work/performance/production/exhibition/paper/defense fails, which would constitute an exceptional situation given the authorization to go to defense, the Associate Dean of FGSR will request information from relevant parties to determine whether the student is to be given an opportunity to revise and resubmit for defense.
Appendix 5: Scholarships and Awards

University of Regina scholarships can be found on the FGSR website:
https://www.uregina.ca/gradstudies/scholarships/index.html

This website may be subject to periodic updating and restructuring; please check on the main page for any new links.

Tri-Council scholarships and opportunities can be found on their respective websites:

Social Sciences and Humanities Research Council of Canada:

Natural Sciences and Engineering Research Council of Canada:
http://www.nserc-crsng.gc.ca/index_eng.asp

Canadian Institutes of Health Research:
http://www.cihr-irsc.gc.ca/e/193.html
Appendix 6: Alumni

A Representative List of Graduates of Interdisciplinary Studies in Fine Arts

2004

Vernon Slipetz
MFA in Interdisciplinary Studies – Music and Theatre
Performance Thesis: *William Walton’s The Bear: A Unification of Lighting Design and Conducting in the Production of the Chamber Opera*
Co-Supervisors: Kathryn Laurin, Wes D. Pearce
Recipient of the President’s Medal, Fall Convocation 2004

2007

Kenneth Bell
MA in Interdisciplinary Studies – Film & Video and Journalism
Thesis: *Constructed Reality in Television News and Its Effect upon Representation and Credibility*
Supervisor: Christine Ramsay

Bridget Keating
MA in Interdisciplinary Studies – Media Production & Studies and Indian Art
Co-Supervisors: Randal Rogers, Carmen Robertson

Fazail Lutfi
MFA in Interdisciplinary Studies – Visual Arts and Media Production & Studies
Production Thesis: *Once upon a Place....Eye Spied With My Little ’I’s*
Co-Supervisors: Rachelle Knowles, Gerald Saul

Rafael Sacramento
MA in Interdisciplinary Studies – Media Production & Studies and Anthropology
Thesis: *Styles of Ethnographic Film and Associated Ethical Issues*
Co-Supervisors: Christine Ramsay, Carlos Londono Sulkin

2008

Loretta Paoli
MFA in Interdisciplinary Studies – Visual Arts and Linguistics
Project Thesis: *The Space of Translation*
Co-Supervisors: Ruth Chambers, Brent Galloway
2009

 Chrystene Ells  
 MFA in Interdisciplinary Studies – Theatre, Media Production and Visual Arts  
 Project Thesis:  *Sisu: The Death of Tom Sukanen*  
 Co-Supervisors: Mary Blackstone, Gerald Saul, Leesa Streifler

2011

Regena Marler  
MA in Interdisciplinary Studies – Media Studies and Theatre  
Thesis: *(Un)Wanted Foreign Bodies: The Colonization of Psychic Space in Saskatchewan as a Place*  
Co-Supervisors: Christine Ramsay, Kathleen Irwin

Janine Windolph  
MFA in Interdisciplinary Studies – Media Production and Indian Studies  
Co-Supervisors: Gerald Saul, Carmen Robertson

2012

Elizabeth Curry  
MA in Interdisciplinary Studies – Interdisciplinary Studies and Media Studies  
Thesis: *When I Get There I Tend to Live There: Home and Community in Radio Cyberspace on CBC Radio 3*  
Co-Supervisors: Randal Rogers, Charity Marsh

Leisha Grebinski  
MA in Interdisciplinary Studies – Media Studies and Visual Arts  
Thesis: “*That’s the Life of a Gangster”: Deconstructing The Media Representations of Daniel Wolfe*  
Co-Supervisors: Charity Marsh, Carmen Robertson

Katrina Tashlikowich  
MFA in Interdisciplinary Studies – Theatre and Education  
Project Thesis: *Perpetual Motion: How Contact Improvisation Shifts the Boundary between Dancer and Spectator and Enhances Communication with Children*  
Co-Supervisors: Kathleen Irwin, Ann Kipling-Brown
2013

**Jamie Cooper**  
MFA in Interdisciplinary Studies – Interdisciplinary Studies and Theatre Project  
Thesis: *Cutting and Pasting Whitney: The Reparative and Performative Power of Divas, and the Pleasures (and Necessity) of Queer Reparative Cultural Labor*  
Co-Supervisors: Christine Ramsay, Kathleen Irwin

**Brett Robinson**  
MA in Interdisciplinary Studies – Interdisciplinary Studies and Media Studies  
Thesis: *Dexter in Love*  
Co-Supervisors: Randal Rogers, Christine Ramsay

**Jorge Sandoval**  
MFA in Interdisciplinary Studies – Interdisciplinary Studies and Theatre  
Project Thesis: *Peephole: The Performative Disturbance between the Art Space and Spectatorship*  
Co-Supervisors: Wes D. Pearce, Kathleen Irwin

2014

**Phillip Ollenberg**  
MA in Interdisciplinary Studies – Theatre and Business Administration  
Thesis: *Prairie Audiences: An Investigation and Theoretical Contextualization of Attitudes and Experiences of Theatre in Regina*  
Co-Supervisors: Kathleen Irwin, Lisa Watson

**Melanie Wilmink**  
MA in Interdisciplinary Studies – Media Studies and Visual Arts  
Thesis: *Situating The Immersive Experience: Exploring Intermedia Situations in Art/Cinema Installations*  
Co-Supervisors: Christine Ramsay, Rachelle Knowles

2015

**Geremy Lague**  
MFA in Interdisciplinary Studies – Media Production and Print Media  
Project thesis: *Laque Corp. Presents Anti-Social Medical*  
Co-Supervisors: Gerald Saul, Robert Truszkowski
John Trinh  
MFA in Interdisciplinary Studies – Theatre and Fine Arts Performance  
Project: #Its Complicated an Interdisciplinary Exploration of the Parallels in Autobiographic Performance in Spoken Word Performance, Social Media, and Devised Theatre Practice  
Co-Supervisors: Wes D. Pearce, Rebecca Caines

2016

Cathy McComb  
MA in Interdisciplinary Studies – Theatre and History  
Project: Undressing An American Icon: Addressing the Representation of Calamity Jane through a Critical Study of Her Costume  
Co-Supervisors: Kathleen Irwin and Donica Belisle

2017

Rania Al-Harthi  
MFA in Interdisciplinary Studies – Theatre and Creative Technologies  
Project: The Way Home  
Co-Supervisors: Gerald Saul and Kathryn Bracht

Sarah Ferguson  
MFA in Interdisciplinary Studies  
Project:  
Co-Supervisors: Leesa Streifler and Claire Carter

Lydia Miliokas  
MA in Interdisciplinary Studies  
Co-Supervisors: Carmen Robertson and Christine Ramsay

Jayden Pfeifer  
MFA in Interdisciplinary Studies – Performance and Education  
Project: What’s at Hand: Improvisation, Group Facilitation, and Agreement among Strangers  
Co-Supervisors: Kathryn Ricketts and Rebecca Caines

Gary Wasyliw  
MFA in Interdisciplinary Studies  
Thesis: Relativity: Synchresis in Art and Applied Science  
Co-Supervisors: Christine Ramsay and Rebecca Caines
Ken Wilson
MFA in Interdisciplinary Studies
Thesis: *What You Carry; Muscle and Bone / Surrender No. 40*
Critical Engagement Paper: What You Carry and Surrender No. 40
Supervisor: Kathleen Irwin

2018

Chloe Chen
MA in Interdisciplinary Studies
Thesis: *An Analysis of Gay and Lesbian Representations on Sina-Weibo and Douban*
Co-Supervisors: Darlene Juschka and Sheila Petty

John W. Q. Desnoyers-Stewart
MFA Interdisciplinary Studies
Exhibition: *Transcending Perception: An Exploration into Virtual, Mixed and Expanded Reality*
Co-Supervisors: Megan Smith and David Gerhard

Jesse Goddard
MFA Interdisciplinary Studies
Exhibition: *Re-Assembly of an Artist*
Critical Engagement Paper: Re-Assembly
Co-Supervisors: Rebecca Caines and Megan Smith

Paula Weber
MFA in Interdisciplinary Studies
Exhibition: *Inside Game: Embodying Resilience and Resistance Through Capoeira*
Critical Engagement Paper: Inside Game: Embodying Resilience and Resistance through Capoeira
Co-Supervisors: Charity Marsh, Helen Pridmore, Megan Smith
Appendix 7: MAP Policy for Archiving MFA Comprehensive Support Papers and Project Documentation in the oURspace Repository (Archer Library)

Context:
While Graduate students are expected to document their MFA projects, neither this documentation nor the Comprehensive Support Paper (CSP) or Critical Engagement (CEP) Paper is currently archived by the University. This absence reflects a significant loss of the knowledge generated in the Faculty of Media, Art, and Performance. The use of the Archer Library’s oURspace to retain this information could be the solution to remedying this situation. Indeed, oURspace has been designed to be a representation, an archive and a repository of the University’s academic and cultural history. Graduate Students are, therefore, encouraged to allow the CSP/CEP and a sample of the graduate project to be uploaded to the oURspace archive. Supervisors are also encouraged to support this archiving process by demonstrating to their students the importance of making their research transparent. Having said that, it is the individual’s sole decision to archive his/her research.

How much documentation can be stored in oURspace?
There is no limitation or quota for individual collections, departments or faculties. However, oURspace does have an overall limitation of storage space, which they are looking to increase, and over time will always have to increase as the repository grows. The main item of concern in archiving MFA projects is size and number of audio and video files. It is important to note that oURspace uses compression techniques on these items to reduce size while minimizing degradation of quality. For information on file size, types, etc., contact the Digital Collections Administrator at the Archer Library (James.Holobetz@uregina.ca / 306-337-2584).

Who is Responsible for Uploading files to oURspace, how and when is this done?
At the completion of the defense, the student may consent to archive his/her material by signing the oURspace Non-Exclusive Distribution License. This form is presented to the student at the completion of their successful defense. With the signing of this form, the individual must provide digital copies of the signed license agreement**, the Comprehensive Support Paper/Critical Engagement Paper and digital files** containing a representation of their work. These files must be sent to James Holobetz. While it is the responsibility of each student to do so, supervisors will do their best to ensure that this happens in a timely way. It is important then, that the documentation selection be completed prior to the defense.

** Two points of note:
1) signed license agreements may be dropped off at the Archer Library (attn: James Holobetz)
2) large files may be sent by using the Secure File Upload Service at the University of Regina and forwarded the links to James Holobetz
There are a few things to be aware of in advance of submitting your material:

1) Papers - pdf format only (no editable formats such as doc, docx, txt, etc).
2) No links - one of the main principles of an Institutional Repository is to guarantee permanency. URLs to videos on other servers cannot guarantee that the item will be there in the future. The medium has to be digitally stored on the oURspace server.

Guidelines for Graduate Students to Submit Materials to FGSR for Uploading to oURspace

1) Submission Materials (Preferred Formats)

oURspace accepts various formats of data files and each submission can have more than one file of various types. To reduce the possibility of the file format becoming obsolete, we recommend the following file format types:
   a) PDF – Papers, Reports, Articles, Posters, Diagrams, etc.
   b) MP3 – Compressed Audio
   c) WAV – Uncompressed Audio
   d) MP4 – Video
   e) TIFF, JPEG, PNG, GIF – Images, Photographs, Posters, Diagrams, etc
   f) PPS, PPSX, PPT, PPTX – Power Point

Microsoft Office Files – While oURspace accepts various Microsoft Office file types, there are a few caveats:
   i. Microsoft Word (.doc, .docx) documents are not, by default, locked out to editing changes therefore submitting a paper, report, article, etc. in this format is not recommended as the work can be downloaded and altered for unintended use. To prevent this it is recommended to either password protect the Word document for further editing or preferably convert the Word document to a PDF format file.
   ii. Microsoft Excel (.xls, .xlsx) and Power Point(.ppt, .pptx, .pps, .ppsx) files, like Word, do not by default lock out editing changes. Password protection against further editing of these types of documents is highly recommended.

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1 To ensure platform cross compatibility (ability to play on Mac or PC) please follow the steps outlined in this article for Power Point presentations: https://support.office.com/en-ie/article/Cross-Platform-PowerPoint-Compatibility-0eebb4f1-c329-4c50-b83c-3af1bab640de
2) Additional Required Information

For archival purposes a few additional fields of information are required to promote access to the submitted work:

a) Author Name  
b) Date Published  
c) Publisher (if any)  
d) Peer Reviewed (Yes/No)  
e) Five Descriptive Keywords  
f) Abstract (Optional)

3) By submitting work to the oURspace Institutional Repository the submitter affirms that they have read and agree with the license presented. The licence can be read below or found at http://ourspace.uregina.ca/about/licenses.

oURspace Non-Exclusive Distribution License

By signing and submitting this license, you (the author(s) or copyright owner(s)) grants to University of Regina the non-exclusive right to reproduce, translate (as defined below), and/or distribute your submission (including the abstract) worldwide in print and electronic format and in any medium, including but not limited to audio or video. The University of Regina recognizes that this right is non-exclusive, meaning that you may make other copies of your work available elsewhere without first having to obtain the permission of the University of Regina.

You agree that the University of Regina may, without changing the content, convert the submission to any medium or format for the purpose of preservation. You also agree that the University may keep more than one copy of this submission for the purposes of security, back-up and preservation. The University will make a good faith effort to preserve and distribute this submission. In the event that the University is unable to continue to maintain this submission as part of the campus digital archive, the University reserves the right to return the content to the submitting departments / units/individuals. If the entity is no longer in existence, or if the individual is untraceable, the University will arrange to have the materials appraised and possibly archived as part of the University's archives.

You represent that the submission is your original work, and that you have the right to grant the rights contained in this license. You also represent that your submission does not, to the best of your knowledge, infringe upon anyone's copyright.

If the submission contains material for which you do not hold copyright, you represent that you have obtained the unrestricted permission of the copyright owner to grant the University of Regina the rights required by this license, and that such third-party owned material is clearly
identified and acknowledged within the text or content of the submission.

**IF THE SUBMISSION IS BASED UPON WORK THAT HAS BEEN SPONSORED OR SUPPORTED BY AN AGENCY OR ORGANIZATION OTHER THAN UNIVERSITY OF REGINA, YOU REPRESENT THAT YOU HAVE FULFILLED ANY RIGHT OF REVIEW OR OTHER OBLIGATIONS REQUIRED BY SUCH CONTRACT OR AGREEMENT.**

At the U of R, graduate students retain the copyright to their own works/projects see FGSR policy. Currently thesis/dissertations are deposited in oURspace and Library and Archives Canada Thesis Portal. As part of this deposit, they agree to a non-exclusive license so that both oURspace and Thesis Portal can make the work publicly available on the internet as well as preserve it. The student remains the copyright holder. There is no transfer of copyright ownership. Students still retain all of the economic copyrights (reproduction, translation, performance, etc.) and moral rights.

FYI – Publicly available is not the same as public domain. Public domain refers to works in which the term of copyright has expired, works in which copyright does not subsist, or where the copyright holder has explicitly waived all copyrights to a work. While making a work publicly available does not put a work in the public domain, it does open the possibility that others could make use of the work (such as making a copy). If any depositor to oURspace believes that further use of their work has infringed their rights, it is up to them to defend these rights.

MAP MFA work will be subject to the same requirements as all other works deposited in oURspace, meaning that the students will be responsible for ensuring that any third party copyright protected works included in their project are used in compliance with Canadian copyright laws.

**Student / Supervisor Agreement (Voluntary)**

Graduate students are expected to document their MFA projects – this is an important step in the research process and a critical step in building an artist portfolio and a curriculum vitae. However, historically, neither this documentation nor the Comprehensive Support Paper (CSP) or Critical Engagement (CEP) Paper has been archived by the University. This absence has reflected a significant loss of the knowledge generated in the Faculty of Media, Art, and Performance.

In order to address this and to reinforce the responsibility of Graduate students to disseminate their work, MFA students may make use of the Archer Library’s oURspace to retain this information and make it available in the public sphere. Indeed, oURspace has been designed to be a representation, an archive and a repository of the University’s academic and cultural history. Graduate Students are, therefore, strongly encouraged to allow the CSP/ CEP and a sample of the graduate project to be uploaded to the oURspace archive. Supervisors are also encouraged to support this archiving process by demonstrating to their students the importance of making their research transparent. **Having said that, it is the individual’s sole decision to archive his/her research.**
If you undertake to archive your MFA project and support paper on oURspace, you will be expected to plan for this outcome at an early stage of your research process. It cannot be left to the last minute.

Your supervisor can advise you on best practice and the method for undertaking this process are outlined in the Graduate Guidelines / Handbook for your Department. Please consult this early in the process. This is a contract, if you sign it, you will not graduate until you have complete the task of archiving the work. You will complete the archiving after you have completed the Defense and after revisions (if any) have been signed off on by your supervisor in an email to FGSR. To ensure that both student and Supervisor are in on the same page with this process, please sign below and file with the Administrator in your area.

For Student:
I will undertake to archive a portion of my MFA project and the Comprehensive Support Paper (CSP) or Critical Engagement Paper (CEP) in oURspace (Archer Library) as per steps outlined in the Graduate Handbook. I understand that this must happen before I can graduate.

Student’s name_________________________ Print name __________________________
Student Number________________________ Date_______________________________
Email address_________________________ Phone______________________________

For Supervisor:
I will undertake to advise the above student on the process of archiving a portion of his/ her MFA project and the Comprehensive Support Paper (CSP) or Critical Engagement Paper (CEP) in oURspace (Archer Library) as per the Graduate Handbook. I understand that this must happen before the student can graduate. I will, to the best of my ability, ensure that the student completes this process. Costs will be incurred by the student, but I will advise on best practice.

Supervisor’s name_______________________ Print Name________________________
Date_______________________________

At the successful completion of this process, both Student and Supervisor will sign below and the record will be retained by the Unit Administrator. A copy must be sent to FGSR before graduation.

Student_________________________________ Supervisor______________________
Appendix 8: MAP Policy on the Distribution of FGSR Scholarships to Incoming Graduate Students
(May 18, 2017)

The Faculty of Media, Arts and Performance (MAP) will allocate funding following an equitable and transparent process, in the following way:

1) FGSR makes known the total UR Graduate Scholarship (URGS) funding allocation to MAP in the Winter Semester (February) based on the number of graduate students registered in the preceding academic year. Upon notification, and following discussion at the level of the MAP Graduate Program Committee, funding amounts will be allocated to units who have received new applications at the January 15th deadline (typically $10,000). This will enable units to earmark scholarships for worthy applicants by filling in the FGSR form entitled FGSR Financial Support Form (available on the FGSR website / Forms and here following) and submitting it to Grad Funding (Grad.funding@uregina.ca). FGSR will send out the letter of acceptance including promise of scholarship. If these students do not accept, funding is returned to the Faculty pool of Grad Funds.

2) On September 15, graduate students currently enrolled in the program will submit an updated application (UR Graduate Scholarship/ URGS Application) form, an unofficial academic report, and up to date CV to their academic unit / department. Students with a GPA lower than 80% will be ineligible for consideration. This information will be kept on file for a year and must be updated January 15 each year.

3) At the first Graduate Program Committee meeting following the Sept. 15th deadline, unit Graduate Reps meet to allocate the remaining FGSR / URGS funding. This is done based on the number of students currently enrolled in each program. Whereas this allocation was formerly made based on the enrollment of the previous year, going forward it will be based on real numbers enrolled in the current academic year. Students will only be considered eligible who hold a GPA of 80% or higher and who are enrolled as full time students. Funding is triggered by submitting the FGSR Financial Support Form to FGSR by the student’s home unit.
Appendix 9: MAP Policy Adherent to FGSR Policy on Extensions and Deferrals (April 2017)

Deferral of Final Examination and/or Term Work
Grounds for Deferral. Extensions on deadlines for completion of assignments or writing of final examinations may be granted to students on the basis of illness, accident, or other extreme and legitimate circumstances beyond their control.

Authority to Approve Deferrals during the Semester. The authority to approve deferrals of term work (assignments and mid-term examinations) within the semester belongs to the instructor of the course. All deferred work must be completed by the date of the final examination (or, if there is no final examination, by ten days after the start of the examination schedule for Fall/Winter semesters and within five days for the Spring/Summer semester) in order to allow the instructor to submit grades promptly. In the case of mid-term examinations, the instructor may assign a make-up examination or may transfer the weight of the examination to another examination or assignment, including the final examination. Some line-faculties have regulations governing this process.

Authority to Approve Deferrals beyond the End of the Semester. The authority to approve deferrals of final examinations and/or term work beyond the date of the final examination rests with the Dean of FGSR.

Making an Application for a Deferral beyond the End of the Semester.
Students must apply using a Graduate Student Application for Deferral of Term Work and/or Final Exam Form available from the FGSR office or the web site. As well, they should notify their academic unit and their instructor of their difficulties as quickly as possible, by telephone or e-mail if they are unable to come to the university. The student submits the form with supporting documentation to the instructor who completes the relevant section of the form and forwards all materials to the Dean of FGSR. Requests for deferral received more than two (2) weeks after the final day of the examination period will be denied.

Supporting Documentation. Supporting documentation is required and must be submitted before a deferral is approved. For illness or accident, students must provide the University of Regina Student Medical Certificate to their physician to complete and ensure that it is received in the FGSR office. The physician should clearly indicate the start and end dates of the illness and the student's inability to write an examination, to complete assignments, and/or to attend classes as relevant to the request. The approved form may be printed from the web www.uregina.ca. For other circumstances, students should consult the FGSR office.
When a decision has been made, the Dean or designate will forward the form to the Registrar's Office who will inform the student and the instructor.

**Maximum Length of Deferral.** Outstanding course assignments must be submitted, and deferred final examinations written, by January 31 for Fall courses, by May 31 for Winter courses, and by September 30 for Spring/Summer courses. In cases of prolonged illness or other incapacity, the Dean has the authority to extend the deferral to the end of the semester: that is, to the end of Winter semester for Fall courses, to the end of Spring/Summer semester for Winter courses, and to the end of Fall semester for Spring/Summer courses. Students who are unable to complete the deferred work by the deadline may be eligible for aegrotat standing or a medical or compassionate withdrawal and should consult FGSR before the expiry of the deferral.

**Grading of Deferrals - Deferred (DE) and Incomplete (IN) Grades**

An interim grade of DE ("deferred") is assigned for a deferred final examination or deferral of both final examination and term work. An interim grade of IN ("incomplete") is assigned for deferral of term work alone. When the deferred final examination has been written, and/or missing work completed, the instructor (or, in the instructor's absence, the department head or department head's designee) will grade the work and assign a percentage grade to replace the interim grade.

Beginning on May 15, September 15, and January 15 for the previous Fall, Winter, and Spring/Summer courses respectively, the Registrar's Office will convert any unreplaced grade of DE to a grade of NP, and any unreplaced grade of IN to a percentage grade based on the portion of the course completed or to a grade of NP, as determined by the instructor and approved by the Dean. The grades of students who were granted a deferral only to the end of the first month of the subsequent semester may be converted by the Registrar's Office earlier than the schedule indicated above.

**Delays to Completion:**

**Extensions.** Extensions are granted to students who encounter difficulties while actively trying to complete their program. Students must be registered in their program in order to request an extension. Time extensions may be granted for one semester and typically no more than two such semesters will be granted. The request should be made using the Request for Graduate Program Extension available from the web site and is to be made at least two (2) months prior to the end of the semester. If no request is received, the student will be discontinued and must seek reinstatement to the program. A student seeking an extension must make the request through his/her supervisor. The supervisor will provide a letter defining his/her perspective on why the work was not completed in the allotted time. Evidence of sufficient progress to warrant an extension, as well as a statement of what remains to be done, and the time-frame for its completion, is required in order for an extension to be granted. The letter and request are to be given to the Grad Rep for comment, who will then send all materials to the
Dean (FGSR) for consideration. Full-time students who have received approval for an extension must register in GRST 996AA in each corresponding semester. Part-time students who have received approval for an extension must register in GRST 996AB in each corresponding semester. Students must register in any formal remaining credit hours in addition to an extension course.

**Leaves-of-Absence.** A student may request a leave-of-absence (LOA) and this, if granted, is for a standard time of one year, although the student may re-enter the program at the start of any semester within the leave period, or must register at the end of the year’s period in order to remain active in the program. An LOA may be granted for medical, maternity/parental, compassionate or other substantive reasons, but not to accept employment. The student must submit the Request for an LOA from a Graduate Program on the form available from the FGSR website and provide with the appropriate documentation. A student on an LOA is not entitled to the University services normally provided to students. The student on an LOA pays no fees and the time of the leave does not count in the graduate program. An LOA is not granted retroactively, and only one leave will be granted to a student during the tenure of his/her graduate program. An additional absence must take the form of a voluntary withdrawal. However, the limit of one leave does not apply to maternity/parental leaves. The Voluntary withdrawal form is available at https://www.uregina.ca/gradstudies/assets/docs/pdf/Banner%20Workflow%20Information%20for%20Students.pdf

**Withdrawal from a class for reasons beyond the student's control**
If an emergency situation prevents you from taking personal action to withdraw from courses prior to the dates specified, please e-mail the Faculty of Graduate Studies and Research at grad.studies@uregina.ca and please complete an Application for Adjustment of Fees and/or grades. Such situations include illness or accident; compassionate grounds, involuntary job change, university error. Medical, compassionate or retroactive withdrawals in extenuating circumstances are available and appropriate documentation is required to support the request.

**Maintenance of Candidacy**
Thesis-based students who have completed the credit hour components of their program of studies, but have not completed all of the formal approved degree requirements (e.g., written thesis and defense), are to register in one of the following:
- GRST 995AA Full-time Maintenance of Candidacy
- GRST 995AB Part-time Maintenance of Candidacy
- GRST 999 Non-resident Maintenance of Candidacy

Please note that in order to use University facilities and resources (e.g., computer labs, libraries, faculty, etc.), students must be registered. Registration in full- or part-time Maintenance of Candidacy is on a semester basis and allows for facility use during that time. Course-based students are not permitted to enrol in Maintenance of Candidacy. Registration in Non-resident Maintenance of Candidacy merely establishes that the
student is a graduate student and is meant for students who do not require the use of university facilities or resources.

Once a registration in any of the maintenance courses (GRST 995AA, GRST 995AB, GRST 996AA, GRST 996AB) has occurred, the student is to have a GRST registration each semester regardless of whether permission is obtained to do a course outside of the program. Ph.D. students may only register in GRST 995AA.
Appendix 10: MAP Graduate Professional Placement

Faculty of Media, Art, and Performance
Graduate Professional Placement: FA 899

Program Information:
The Faculty of Media, Art, and Performance Graduate Professional Placement provides opportunities for graduate level students in all Faculty programs to gain relevant work or research experience with an arts organization to a maximum of three credits. Such work will be undertaken as an elective and students who opt for this opportunity will gain experience with an arts organization typically related to their research focus. Ideally experience gained will be reflected in the student’s graduating project and / or critical engagement / support paper.

Placements are approved in consultation with the student, the student’s supervisor(s) and Associate Dean Graduate Studies and Research in MAP. Students need to meet certain criteria and be properly matched with an organization offering such opportunities. Organizations need to meet criteria determined by the student’s supervisor(s) and be properly matched with a student.

Professional Placements are administered through MAP Dean’s office with support from the Associate Dean, Graduate Studies and Research in MAP and the UG Academic Coordinator.

This option is intended for graduate students who are nearing the end of their course work and before they undertake 901 / 902 credits but may also be considered at an earlier time if the fit is a good one.

Faculty of Media, Art, and Performance Requirements:

Deadlines: Letter of intent either from the student or arts organization (the impetus for the placement can come from either direction) should be provided to the student’s supervisor(s) by October 30th for Winter term, Feb. 15th for Spring / Summer term and April 15th for Fall placements.

Evaluation: Both the student and the program partner will complete an end of term evaluation. A final grade of pass/fail will be recommended by the program partner and reviewed and approved by the Department Head and Associate Dean Grad Studies and Research.

Number of Credit Hours permitted: a maximum of 3 credit hours within a student’s program. (Normally a 3 credit course will require approximately 120 hours of on-site learning.)

Ethics Approval: If the student is considering using the placement experience in future research, it is strongly advised that they seek ethical approval: http://www.uregina.ca/research/assets/docs/pdf/Application_July_2_2015.pdf
STUDENT PLACEMENT PLAN & LETTER OF INTENT

Faculty: Faculty of Media, Art, and Performance, Interdisciplinary Studies Program

Placement: Common Weal Community Arts

Student: Student name and student number

3 credit hours (Approx. 99 - 120 hours worked)

Course Schedule: (hours per week; academic term): 8 hours/week during the Winter term:
January 8 - April 13, 2018.
Start Date: January 8, 2018
End Date: April 13, 2018

Placement:
Community Arts Mentee, Common Weal Community Arts, Regina
The student will be mentored through the process of creating community arts based projects from fundraising, to partnering, promoting, and facilitating youth programming. The student will learn the inner workings of the Common Weal Community Arts organization, including contributions to their ongoing administration. The student will gain important skills and knowledge that can be applied toward their research creation thesis project, which involves community outreach to youth through music programming. The student will be registered in thesis project credits at the same time as the placement, which will enable a rich dovetailing of the work experience with the planning and development for the research-creation thesis project.

Location of Placement: Common Weal Community Arts

Faculty Supervisor: Supervisor’s name

Placement Supervisor: Placement supervisor’s name

Placement evaluation:
Student will enroll in the course FA899 for Winter term. He will meet for the final evaluation with the Placement Supervisor and Faculty Supervisor, as outlined below. The grade of Pass or Fail, and the enclosed evaluation form should be submitted from the Student and the Placement Supervisor to the Faculty Supervisor by the last day of classes (April 13, 2018).

Supplementary Job Description and Learning Outcomes:
Hands-on learning experience linked to the following tasks and development activities:
- Coordinating with partners
- Develop music programming for youth
- Grant writing
- Social Media Networking
- Correspondence
- Marketing and Promotion
- Evaluation
Faculty of Media, Art, and Performance
PROFESSIONAL PLACEMENT PROGRAM

STUDENT’S EVALUATION OF PLACEMENT PROGRAM

NAME______________________________________ STUDENT ID____________

DEPARTMENT__________________ SUMMER_____ FALL_____ WINTER_____

PARTNER__________________________ SUPERVISOR ________________

Please take a few moments to evaluate the work experience you have most recently completed.

The information you supply may be shared with other students who wish to assess the position and partner for future Placements.

**Orientation**
Was your workplace orientation timely and adequate? Yes No

Overall comments on orientation:
__________________________________________________________________________
__________________________________________________________________________

**Job Training**
Did you attend any formal training sessions? Yes No
Did you feel the training provided prepared you to do the tasks required? Yes No

Overall comments on training:
__________________________________________________________________________
__________________________________________________________________________

**Supervision and Direction**
Were you able to consult with your supervisor as needed? Yes No
Were tasks assigned clearly? Yes No
Did you receive informal and/or formal feedback on your performance? Yes No

Overall comments on supervision/direction:
__________________________________________________________________________
__________________________________________________________________________

(continue on page 2)
The Position
Were the work duties the same as those discussed in the job description and interview? Yes  No

Did you feel qualified for the position? Yes  No

Was this position appropriate for a student on your work term level? Yes  No

Was this position technically/academically challenging? Yes  No

Were you kept busy for the entire placement? Yes  No

Was this position related to your studies? Yes  No

Overall comments on the position:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

The Organization and Workplace

Would you consider this organization to be a positive and supportive work environment? Yes  No

As a student, were you treated differently from other employees? Yes  No

Were you associated with other students Yes  No

Please identify your primary work environment:

➢ Office
➢ Studio
➢ Other: ____________________________

Did you have any safety concerns? Yes  No

Overall comments on the organization:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Overall Evaluation of the Workterm

➢ Far exceeded my expectations.
➢ Was better than I expected.
➢ Met my expectations.
➢ Was somewhat disappointing.
➢ Clearly did not meet by expectations.

Would you recommend this position to other students? Yes  No

Would you recommend this Partner to other students? Yes  No

Additional or Clarifying Comments

________________________________________________________________________

Thank you for contributing to the continued success of the Professional Placement Program
FACULTY OF MEDIA, ART, AND PERFORMANCE
PROFESSIONAL PLACEMENT PROGRAM

PARTNER’S EVALUATION OF STUDENT

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Partner</th>
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<table>
<thead>
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<table>
<thead>
<tr>
<th>Placement Term</th>
<th>Evaluator’s Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>(m/y) to (m/y)</td>
<td></td>
</tr>
</tbody>
</table>

To the Supervisor:
Please arrange to have this form completed by the person in the best position to evaluate the student’s performance and to discuss it with the student to obtain his/her written comments and signature.

Complete one evaluation near the end of the placement, retain a copy for your files and forward original to the Faculty of Fine Arts.

Your co-operation in the evaluation process is greatly appreciated for its benefits to a student’s personal and career development. As well, the University requires the completed evaluation form as part of the assessment process when granting credit for the placement. Thank you.

RATING SCALE

<table>
<thead>
<tr>
<th>Rating</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>Greatly exceeded the standard</td>
</tr>
<tr>
<td>Above Average</td>
<td>Exceeded the standard</td>
</tr>
<tr>
<td>Average</td>
<td>Met the standard</td>
</tr>
<tr>
<td>Below Average</td>
<td>Did not meet the standard</td>
</tr>
<tr>
<td>Unsatisfactory</td>
<td>Significantly below the standard</td>
</tr>
<tr>
<td>N/A</td>
<td>Not applicable or unable to assess</td>
</tr>
</tbody>
</table>

QUANTITY OF WORK

Amount of work completed

- □ Excellent
- □ Above Average
- □ Average
- □ Below Average
- □ Unsatisfactory
- □ N/A

QUALITY OF WORK

Degree of quality in work such as attention to detail, creativity, technical proficiency, accuracy and thoroughness

- □ Excellent
- □ Above Average
- □ Average
- □ Below Average
- □ Unsatisfactory
- □ N/A

PLANNING & ORGANIZING

Extent of planning, organizing and time management skills
LEARNING
Ability to assimilate, comprehend and apply new information

INITIATIVE
Amount of initiative in taking independent action and originating ideas

DEPENDABILITY
Extent to which student could be relied upon to work without close supervision

INTEREST IN WORK
Amount of enthusiasm and pride toward work assignments

PROBLEM SOLVING
Degree of problem solving abilities

WRITTEN COMMUNICATIONS
Level of writing skills

VERBAL COMMUNICATIONS
Level of listening and speaking skills

INTERPERSONAL RELATIONS
Ability to interact and work with others in effective manner

ADAPTATION TO ORGANIZATION
Response to supervision, standards and policies

EVALUATOR’S COMMENTS
Briefly summarize the performance and comment on the student’s strengths and areas for improvement.

OVERALL PERFORMANCE RATING

RECOMMENDED GRADE

If employment were available in the future, would the student be considered for hire within the organization?

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STUDENT’S COMMENTS

Briefly comment on the accomplishment of your Placement goals and learning objectives.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

This evaluation has been discussed with the student. □ Yes □ No

_________________________________________  ______________________________________  __________
Evaluator Signature                      Student Signature                      Date

For Further Information:

Associate Dean Grad Studies and Research
Faculty of Media, Art, and Performance
Kathleen.Irwin@uregina.ca
Appendix 11: Committee Guidelines for Supervisors and Students


**Supervisor and Committee**

**The Supervisory Committee for Graduate Students**

Any Masters candidates in a thesis, project, exhibition, or recital program will have a supervisor and a supervisory committee (or possibly a panel). Masters candidates in practicum programs will have a supervisor. All Doctoral candidates will have a supervisor and a supervisory committee.

The supervisor, along with the supervisory committee, assists the student in the selection of courses, helps the student to develop a research project, guides and implements the research, and directs the planning and writing of the thesis (project or report) or the development of the exhibition or recital.

**Selection of Supervisory Committee**

In some academic units, a student will have a supervisor from the beginning of the program. In other academic units, the supervisor may not be known until the student has been in the program for a short time and has become acquainted with the faculty members and their research interests. In either case, students should have both a supervisor and a supervisory committee before they register in thesis or project hours. For Doctoral candidates, it is expected that the committee will be established within the first four semesters of the student’s program.

The selection of a supervisor is by mutual agreement between the faculty member and the student, and usually requires approval of the head of the academic unit. In some instances, it may be to the student’s advantage to also have a co-supervisor. The selection of the supervisory committee is also by mutual agreement between the student and supervisor/co-supervisor.

Supervisors, co-supervisors and committee members must be accredited with FGSR.

Below are the minimum requirements set by FGSR for a supervisory committee. Additional committee members may be added, and individual academic units may have additional requirements for the structure of graduate committees.

**A Masters Supervisory Committee consists of at least the following members:**

1. Student’s supervisor (must be from the student’s academic unit).
2. Student’s co-supervisor, if applicable.
3. One additional member of the student’s academic unit (this member cannot be an external adjunct member of FGSR, unless there is a pre-existing formal agreement or permission has been granted by the Dean of FGSR).

**A Doctoral Supervisory Committee consists of at least the following members:**

1. Student’s supervisor (must be from the student’s academic unit).
2. Student’s co-supervisor, if applicable.
3. Two additional members of the student's academic unit (these members cannot both be external adjunct members of FGSR, unless there is a pre-existing formal agreement or permission has been granted by the Dean of FGSR).
4. One member from the university who is from an academic unit other than the student’s academic unit (This member serves as the “internal-external member”. For students in Education and Engineering, the internal-external member must from outside of the student’s faculty. Professors who are adjunct or associates in the student’s academic unit are not eligible to serve as the internal-external committee member. A co-supervisor cannot fulfill the role of the internal-external member).

Additional Comments on the Structure of Committees:

- Supervisors, co-supervisors and committees members may change over a student’s program. Changes must be agreed to by the student and the members of the committee. Change of supervisor or co-supervisor must also be approved by the head of the academic unit.
- For Doctoral students, a list of the committee members is included in the Annual Progress Report. For Masters students, the list of committee members is only sent to FGSR when the student submits their thesis. Any concerns about the structure of a student’s committee will be addressed at this this time.
- On every committee there must a member, other than the supervisor, who is an internal member of the student’s unit on the committee (this is the intent of item c) of each list).
- Individuals from other universities or from external agencies or groups with specialized knowledge of the research field, may be invited to serve on the Committee. FGSR accreditation is required.
- There cannot be a conflict of interest (or even a perceived conflict) between members of a supervisory committee and the student. (See U of R policy GOV-022-010 for details).
- The Dean of FGSR may reject a recommended Committee for any reason that the Dean believes will compromise the academic integrity of the student’s program.

Roles and Responsibilities:

In general, the role of the committee is to support and guide the student in their program and research. Regular meetings between Masters students and their committee are strongly recommended. PhD students must meet with their entire committee at least once a year. Additionally, PhD students must also submit an annual progress report to FGSR. This report must be signed by the student's supervisor and will be distributed to all committee members. FGSR may request a meeting with the student and their committee if it has concerns about a student’s progress.

Supervisor’s and Co-supervisor’s Role:

1. Committing to guide the student through their program and their research. This includes assisting with the selection of courses and the development and implementation of a research project.
2. Overseeing the research and writing of the thesis (or project) and giving timely feed-back to the student (between one and two weeks).
3. Monitoring the progress of the student and informing the student immediately if their performance in either courses or research falls below the required standard.
4. Offering and teaching research hours (901 or 902 classes) as required by the student.
5. Communicating to the student and the committee on the student's progress and any concerns.
6. In the case of the supervisor, completing administrative duties with regards to the student’s progress. For PhD students, this includes approving the student’s annual progress report.
7. In the case of the supervisor, distributing copies (electronic copies is assumed, but if a committee member requests a paper copy, the student must provide one) of the completed thesis to the supervisory committee in a timely manner (two weeks before submission to FGSR is recommended).
8. The supervisor is responsible for completing the Thesis Committee Release Form, the External Examiner Nomination Form and the Checklist for Submission of Thesis Form and ensuring that all defense forms are submitted to FGSR.

**Supervisory Committee’s Role:**

1. Providing additional support to the student in their program, if needed.
2. Assisting with direct supervision of the student when the supervisor is unavailable.
3. Assisting with managing any concerns or conflicts between the supervisor and the student.
4. Recommending changes to the student’s program or research as needed.
5. Reading the student’s final thesis, project or report before it is sent to the external examiner. Giving timely feedback (within two weeks, unless prior arrangements have been made).

**Responsibilities of the Head of the Academic Unit (or designee):**

1. Ensuring that the courses required by students within the unit are provided, so that the students can complete the coursework portion of their programs within a reasonable time frame.
2. Signing the Admissions Recommendation Form for the student; thus, agreeing to the admission of the student to the program, and the choice of the student’s supervisor.
3. Ensuring that the supervisor and committee are working well.
4. Signing off on the final version of the thesis before it is sent to FGSR and signing the following forms: Thesis Committee Release Form, Checklist for Submission of Thesis and External Examiner Nomination form.

For students in faculties with departments, their academic unit is the department. For students in Education or Engineering, their academic unit is their program area. All other faculties and schools are considered to be the academic unit for their students.
Appendix 12: Resources

The following are some very important links and resources with which you should be familiar.

Faculty of Graduate Studies & Research
(Please note: Since FGSR web links may change, please visit the main website, or contact the office directly to continue to access this information if the URL is not working as the content may have moved.)

FGSR main website: https://www.uregina.ca/gradstudies/index.html

Contacting the Office: https://www.uregina.ca/gradstudies/about-us/Staff-List.html

Online Calendar – considered the official document for all policies and procedures of FGSR
https://www.uregina.ca/gradstudies/grad-calendar/index.html

Mentorship Handbook for Supervisors and Students
https://www.uregina.ca/gradstudies/assets/docs/pdf/mentorship_handbook.pdf

Important Dates at the University of Regina
https://www.uregina.ca/student/registrar/calendars-schedule.html

UR Self-Serve for Graduate Students
https://www.uregina.ca/gradstudies/current-students/registration-information/index.html

Follow instructions to:
- view the course catalog and/or class schedule
- register/drop classes
- pay tuition and/or other fees
- refund schedule
- print tax forms
- purchase textbooks
- purchase parking pass

Research Ethics
https://www.uregina.ca/research/for-faculty-staff/ethics-compliance/index.html
Booking Spaces at the University

University Theatre and Shu-Box
Contact: MAP Theatre Technicians
Morley Crowle (306) 585-5648 (morley.crowle@uregina.ca)
Ken Young (306) 337-3258 (kenneth.young@uregina.ca)

Education Auditorium and other University managed spaces
Contact: Conference Services – (306) 585-5401 or 585-5335

Fifth Parallel Gallery
Contact Student Union at the University for current information on how to apply to use this gallery.

Dean's Office

Faculty of MAP
Rae Staseson
Riddell Centre 269
Email: MAP.Dean@uregina.ca
Phone: 306-585-5557
Fax: 306-585-5544

Associate Dean of Graduate Studies and Research
Faculty of MAP
Dr. Kathleen Irwin
RC 180
Email: Kathleen.Irwin@uregina.ca
Phone: 306-585-5519

Faculty Administrator
Jan Bell
RC 269
Email: Jan.Bell@uregina.ca
Phone: 306-585-5583
Appendix 13: Items for Ongoing Consideration

Navigating your program:

1. Questions around processes and procedures may be ones that FGSR must answer, or may be ones related to MAP and must be directed to the IDS Grad Rep. However, in the first instance, please familiarize yourself thoroughly with the instructions on the FGSR website and in this IDS Graduate Handbook, as many of your questions will be answered there. If you cannot find an answer to your question, then inquire with your supervisor and the IDS Grad Rep if you are unsure.

2. Am I fulfilling my program and degree requirements with each course I take? Am I maintaining my own MAP Tracking Progress Form?

3. Am I balancing program requirements 50/50 (or as close as possible) between my concentration areas?

4. Is my registration up to date?

5. Am I meeting my co-supervisors regularly? Do they know what I am doing?

6. Am I seeking advice about my program of study effectively?

7. Are there funding deadlines that are imminent? Should I apply? (hint: the answer is yes)

8. If assigned a studio space, am I communicating with the IDS Grad Rep about current and upcoming studio needs?

9. Am I informed about my program of study and know my direction?
Appendix 14: Tracking Progress Forms

Faculty of Media Art & Performance
Graduate Student Program Tracking Form
Master of Arts in Interdisciplinary Studies

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Semester</th>
<th>Professor</th>
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Total Credit Hours/ Total Credits Earned: 30

*use Table formulas to calculate Credit Hours and Credits Earned*
MA in Interdisciplinary Studies Program Requirements

<table>
<thead>
<tr>
<th>Course</th>
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<tr>
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<td>FA 803 Seminar in Theory and Methods II</td>
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<tr>
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<tr>
<td>FILM 804 Critical Investigations in Film</td>
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<tr>
<td>FA 899 Professional Placement</td>
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<td><strong>TOTAL</strong></td>
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**FUNDING:**

1. SSHRC Funding:

2. FGSR Funding

   - URGS: Graduate Base Funding:
   - GSS: Graduate Student Scholarship:
   - GTA: Graduate Teaching Assistantships
   - GTF: Graduate Teaching Fellowship:
   - Other FGSR Funding (Line Faculty Scholarship, Travel, etc.):
   - UTF: University Teaching Fellowship (with either GTF or UTF, TDC accreditation is required)

3. Graduate Committee Members:

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

4. External Examiner:

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

5. Projected Defense Date:

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
## Faculty of Media Art & Performance
### Graduate Student Program Tracking Form
#### Master of Fine Arts in Interdisciplinary Studies

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Semester</th>
<th>Professor</th>
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<th>Grade</th>
<th>Credits Earned</th>
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<td>GRST 800AA-Acad Integrity</td>
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<td>P/F</td>
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**Total Credit Hours/Total Credits Earned**: 42

*use Table formulas to calculate Credit Hours and Credits Earned*
MFA in Interdisciplinary Studies Program Requirements

Master of Fine Arts – a practice-based program, requiring 42 credit hours

<table>
<thead>
<tr>
<th>Course Description</th>
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<tr>
<td>FA 800 Seminar in Theory and Methods I</td>
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<tr>
<td>FA 803 Seminar in Theory and Methods II</td>
<td>3</td>
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<tr>
<td>FA 804 Studies in Media, Art, and Performance</td>
<td>3</td>
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<td>FILM 804 Critical Investigations in Film</td>
<td></td>
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<tr>
<td>FA 899 Professional Placement</td>
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</tr>
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<td><strong>One of:</strong></td>
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<tr>
<td>FA 899 Professional Placement</td>
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<td>Elective</td>
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**FUNDING:**

1. SSHRC Funding:

2. FGSR Funding

   - URGS: Graduate Base Funding:
   - GSS: Graduate Student Scholarship:
   - GTA: Graduate Teaching Assistantships
   - GTF: Graduate Teaching Fellowship:
   - Other FGSR Funding (Line Faculty Scholarship, Travel, etc.):
   - UTF: University Teaching Fellowship (with either GTF or UTF, TDC accreditation is required)

3. Graduate Committee Members:

4. External Examiner:

5. Projected Defense Date:
# PhD in Interdisciplinary Studies – Path A: Research on the Arts

## Requirements

<table>
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<tr>
<th>Requirements</th>
<th>Semester</th>
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<th>Credit Hours</th>
<th>Grade</th>
<th>Credits Earned</th>
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<tr>
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**Total Credit Hours / Total Credits Earned:**

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<th>Requirements</th>
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*use Table formulas to calculate Credit Hours and Credits Earned*
**FUNDING:**

1. SSHRC Funding:

2. FGSR Funding
   - URGS: Graduate Base Funding:
   - GSS: Graduate Student Scholarship:
   - GTA: Graduate Teaching Assistantships
   - GTF: Graduate Teaching Fellowship:
   - Other FGSR Funding (Line Faculty Scholarship, Travel, etc.):
   - UTF: University Teaching Fellowship (with either GTF or UTF, TDC accreditation is required)

3. Graduate Committee Members:

4. External Examiner:

5. Projected Defense Date:
## Graduate Student Program Tracking Form

**PhD in Interdisciplinary Studies – Path B: Research in the Arts**

### Requirements

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<td>Electives</td>
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### Total Credit Hours/ Total Credits Earned

- **Total Credit Hours:**
- **Total Credits Earned:**

*use Table formulas to calculate Credit Hours and Credits Earned*
PhD in Interdisciplinary Studies Program – Research in the Arts Requirements

FUNDING:

1. SSHRC Funding:

2. FGSR Funding

   URGs: Graduate Base Funding:
   GSS: Graduate Student Scholarship:
   GTA: Graduate Teaching Assistantships
   GTF: Graduate Teaching Fellowship:
   Other FGSR Funding (Line Faculty Scholarship, Travel, etc.):
   UTF: University Teaching Fellowship (with either GTF or UTF, TDC accreditation is required)

3. Graduate Committee Members:

4. External Examiner:

5. Projected Defense Date:
## PhD in Interdisciplinary Studies – Path C: Research through the Arts

### Requirements

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<th>Credit Hours</th>
<th>Grade</th>
<th>Credits Earned</th>
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</table>

### Total Credit Hours/ Total Credits Earned

*Use Table formulas to calculate Credit Hours and Credits Earned*
PhD in Interdisciplinary Studies - Research through the Arts Program Requirements

FUNDING:

1. SSHRC Funding:

2. FGSR Funding

   URGs: Graduate Base Funding:
   GSS: Graduate Student Scholarship:
   GTA: Graduate Teaching Assistantships
   GTF: Graduate Teaching Fellowship:
   Other FGSR Funding (Line Faculty Scholarship, Travel, etc.):
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3. Graduate Committee Members:

4. External Examiner:

5. Projected Defense Date:
Appendix 15: Recovery Program for MAP Graduate Students Who Have Failed One Course

Following the FGSR guidelines, a grade of less than 70% is a failing grade for graduate programs. A graduate student may fail one course (achieve a grade of less than 70%) and continue in his/her program. Should a student fail a second graduate class in her/his program, he/she will be required to discontinue from that program. Fully Qualified students who fail a course will be allowed to retake the course (or a suitable, approved substitute). A second failure in any course will result in the student being RTD (Required to Discontinue). A failing grade must be resolved by the end of the following semester. Students with unresolved grades on their academic records are ineligible for FGSR funding including graduate scholarships (GSS), and graduate teaching assistantships (GTA). (Source: FGSR Graduate Calendar, http://www.uregina.ca/gradstudies/grad-calendar/grading-system.html).

The Faculty of MAP Graduate program has the following recovery program in place. Because individual circumstances may vary, recovery strategies may also vary slightly. Nonetheless, the following will guide supervisors through situations in which remediation is required.

A student who fails a course may have an advising hold placed on his/her account. This will block the student from registering for any new course until the following steps are undertaken.

As soon as a failing grade is identified, the supervisor(s) will: contact and meet the student in order to inform him/her about the consequences of a failing grade, and examine the factors that may have contributed to the situation. The instructor will be required to provide input, as needed. MAP Associate Dean Graduate Studies and Research may be invited to attend this meeting. Information should be documented.

Based on this conversation, a recovery program, tailored to the needs of the student, will be put in place. This may include, but is not limited to, attending writing workshops, getting assistance from the Student Success Centre and other student services on campus, having regular follow-up meetings with the supervisor(s), etc. The recovery program should be filed in the MAP Dean’s office.

Following this conversation, students will be advised either: 1) to retake the failed course, as soon as possible or; 2) a substitute approved by the MAP Associate Dean Graduate Studies and Research or; 3) to retake the course or substitute course after the recovery program.

At the end of the recovery program, a meeting involving the student, MAP Associate Dean Graduate Studies and Research and supervisor(s) will assess the effectiveness of the program. If further steps are deemed necessary, these will be put in place.

The MAP Associate Dean Graduate Studies and Research will notify FGSR after this final meeting as to the success of the recovery program. Failure to comply with the remedial steps will be indicated to FGSR and the advising hold will remain on the student’s account until he/she complies with the plan.