

**GRADUATE COUNCIL
MARCH 23, 2011, 1:30 PM
GILMOUR HALL 111**

PRESENT: Dr. A. Sekuler (Chair), Ms. S. Baschiera, Dr. P. Baxter, Dr. P. Bennett, Dr. C. Crosta, Ms. M. Emami, Ms. B. Gordon, Dr. P. Graefe, Dr. A. Guarne, Dr. M. Hatton, Dr. C. Hayward, Dr. G. Kehler, Dr. N. Kevlahan, Mr. A.R. Khokhar, Dr. E. Service, Mrs. M. Espiritu (Assistant Secretary)

BY INVITATION: Dr. B. Detlor

REGRETS: Dr. N. Charupat, Dr. K. Dalnoki-Veress, Dr. A. Holloway, Dr. L. Magee, Dr. H. Sheardown, Dr. D. Welch

I. Minutes of meeting

The minutes of the January 26, 2011 meeting were approved on a motion by Dr. Hatton, seconded by Dr. Hayward.

II. Business arising

There was no business arising from the minutes of the previous meeting.

III. Report from the AVP and Dean of Graduate Studies

Dr. Sekuler reported that the March 15th Best Practices Lunch, which discussed the introduction of the eThesis, was well attended. She added that the next Best Practices Lunch will be held on April 28, 2011 and will discuss internationalization of post-secondary education. In addition, there will be a discussion regarding the Ontario Trillium Scholarships. Dr. Sekuler reported that a reception was held on March 11, 2011 to thank faculty members who volunteered as Chairs and Examiners for thesis defences. In regards to the new program review process, Dr. Sekuler stated that the final Institutional Quality Assurance Process (IQAP) document is not yet available. Dr. Sekuler reported that the School of Graduate Studies just received the OCGS consultants' report concerning the Master of Technology Entrepreneurship and Innovation Program. The consultants' site visit for the proposed Ph.D. French program will be on April 14-15, 2011. Dr. Sekuler reported that the French Consulate delegation will visit McMaster to do a presentation concerning the "cotutelle system" at the next meeting of Graduate Council.

Dr. Sekuler explained that the delayed timing of the Ontario Graduate Scholarship awards this year is a concern, as it will affect the processing of the Prestige Awards. She expects to have more details concerning the timing of the OGS awards in May 2011. Ms. Gordon explained that the School of Graduate Studies is currently working on ways to improve the processing of scholarship awards (i.e., availability of the scholarships committee in the summer; balancing workload and timing; and streamlining the ranking process of awards).

IV. Report from the Associate Deans of Graduate Studies

Dr. Hatton reported that the final version of the Thesis Guidelines document is almost complete and will be presented at the next Graduate Council Meeting. Dr. Hayward reminded Graduate Council of the upcoming 2011 Faculty of Health Sciences Research Plenary on May 10-12, 2011. The event will honour the research achievements of faculty members and post-doctoral fellows in the Faculty of Health Sciences. Dr. Hayward said a reception for the award winners will be held on May 18, 2011. Dr. Hayward is also working on a research project on evaluation of faculty members involved in graduate student supervision.

V. Report from the Faculty of Business Graduate Curriculum and Policy Committee

Dr. Hatton explained that the Faculty of Business has proposed a change to the calendar description of its Ph.D. program requirements to clarify that the required grade point average for students to remain in the program applies to all the fields in the Ph.D. program.

Dr. Hatton moved, and Dr. Hayward seconded,

“that Graduate Council approve the change to the calendar description of the Ph.D. program requirements in the Faculty of Business, as described in the document.”

The motion was carried.

Dr. Hatton then briefly discussed the rest of the report for Graduate Council information.

VI. Report from the Faculty of Health Sciences Graduate Policy and Curriculum Committee

Dr. Hayward explained that the School of Nursing has proposed to offer its M.Sc. and Ph.D. programs on a part-time basis. The School believes that providing a part-time option for its programs will attract students who are unable to register full time. Dr. Hayward added that since students currently in the program did not have the part-time option when they were initially admitted, the School is also proposing to allow these students to switch to part-time if they wish to do so.

Dr. Hayward moved, and Dr. Hatton seconded,

“that Graduate Council approve the proposals from the School of Nursing as discussed above, and described in the document.”

The motion was carried.

There was no other business and the meeting adjourned at 1:55 p.m.