

Present: Dr. M. Thompson (Chair), Dr. D. Welch, Ms. C. Bryce, Ms. S. Baschiera, Dr. S. Corner, Dr. K. Hassanein, Dr. G. Gupta, Dr. A. Sills, Dr. F. McNeill, Ms. S. Ramsammy, Mr. P. Self, Ms. M. Badv, Dr. S. Porter, Dr. S. Raha, Dr. S. O'Brien, Dr. S. Feng, Dr. B. Doble, Dr. W. Farmer, Mr. R. Narro Perez, Dr. P. Mhaskar, Dr. E. Badone

Regrets: Dr. C. Hayward, Dr. J. Gillett, Dr. M. PArlar, Dr. A. Kitai, Dr. S. Pope, Dr. E. Grodek, Dr. I Marwah, Ms. A. Devitt, Ms. L. Yousefi

A G E N D A

I. Minutes of the meeting of January 16th, 2018

The minutes of the meeting of January 16th, 2018 were approved on a motion by Dr. Mhaskar, seconded by Dr. Hassanein.

II. Business arising

There was no business arising.

III. Report from the Vice-Provost and Dean of Graduate Studies

Dr. Welch reported that Senate had approved Dr. Gupta as the Associate Dean for the Faculty of Science. He noted that Dr. Gupta had been serving for a long time as acting Associate Dean. Dr. Welch also reported that they may have seen in the news recently that the University of Toronto started charging all international Ph.D. students domestic fees starting September 2018. He noted that McMaster is actively exploring doing the same thing. He said he will share more about that when it's further along in the process. He expects a similar timescale for implementation and they have a plan in place.

He also noted that the graduate admissions module in Mosaic had presented an ongoing battle in terms of getting it working and that there had been heroic attempts by all concerned, including SGS and program staff. Everyone involved has now concluded that it can't be done in Mosaic in a way that doesn't eat a huge amount of resources. They are now shooting for a replacement for the front end for the beginning of August. He mentioned that Synapps is one of the front-ends they're considering. Everyone will be grateful when there is a working admissions module that makes the workload on SGS and programs reasonable.

He also reported that COU had requested that universities bid for working on metrics for SMA 3. He reminded members that the SMA is a contract between each university and the province. SMA 1 expired last April. SMA 2 began last April but wasn't signed until the Fall. Each SMA lasts for three years. There are no new resources in SMA 2 but there has been some shift in the resources, including a shift in which students get funded. He noted that since the SMA there has also been a change in the internationalization strategy which partly involves counting international students as domestic and receiving domestic funding. Universities have been asked to be part of a pilot project for SMA 3 and one of the areas for consideration in this respect is experiential learning. McMaster polled its AVPs and Deans and as a result McMaster is spearheading 3 initiatives, one of which is an initiative to review graduate courses for their experiential learning components. He noted that the next deadline was the upcoming Friday where they would be submitting the work plan for the pilot project. They will be doing the work in concert with Laurentian and Ryerson and the project is scheduled to conclude in October. He said that there will presumably be some support from COU for this enterprise.

Dr. Welch also reported that he was delighted to report that SGS was at full strength in terms of Academic Services Officers as Owen Ore was selected and will be starting the position on February 26th.

He also reported that the province has made it clear that it is now counting the number of students for real at each of the three reporting periods for the number of BIUs received. In the past there were three periods but the only one that ever mattered was November 1st. Now the province will be passing along its BIUs equally based on who is enrolled at all three count dates. This influences the amount of support received by the province.

A council member asked if he had a sense of when they would know for sure about converting international students to domestic tuition. Dr. Welch said he expected an announcement before the next Graduate Council.

IV. Report from the Graduate Associate Deans

Dr. Gupta, expanding on what Dr. Welch had mentioned in reference to the SMA 3 project, mentioned that a taskforce had been created to look at experiential learning in graduate courses. It will look at what is happening right now and what more could be done and is intended to help prepare for the next SMA. Dr. Hassanein reported that he was continuing to work with members of Graduate Council on thesis defence process changes.

V. Report from the Associate Registrar and Graduate Secretary

There was no report.

VI. Report from the Assistant Dean, Graduate Student Life and Research Training

Mr. Self reported on the Three Minutes Thesis competition. He noted it had been running for a few years and that there was a provincial competition as well as a national competition. The McMaster competition will be taking place on March 14th and 15th in the concert hall in the Wilson building. All the heats will be the first day and the final the second day. The deadline to apply is March 1st. Currently there are 27 students registered and 27 in progress and they expect to have 40 to 50 students participating.

He also reported on the writing boot camps where graduate students and postdocs have uninterrupted writing time. Each boot camp is three days in length and they are held four times a year. He said it really moves students along and the event gets lots of great feedback. The next session started the following day with additional sessions in May and July. He thanked the library for their assistance noting that it would be difficult to find the space otherwise.

VII. Academic Audit of the Joint McMaster University/McMaster Divinity College degrees (Master of Divinity and Master of Theological Studies)

Dr. Welch explained that McMaster Divinity College has its own provincial charter and can offer its own degrees and does so. There are two master's degrees that have been jointly conferred between Divinity and McMaster. It has been the case that these particular programs have not been reviewed for quality from the McMaster perspective and there has been a long period of a lack of information flowing from these programs. Prior to going into an IQAP review it was considered reasonable to undertake an academic audit. This was not an IQAP review but had some of the same components. Dr. Welch noted that he sought excellent reviewers appropriate to these programs and the environment in which they sit. These included Dr. Joan Norris who was Dr. Welch's counterpart at Wilfrid Laurier University for 10 years. He noted that that WLU has a Ministry-approved divinity program funded at the graduate level. He also invited Dr. Alan Hayes from the University of Toronto School of Theology who had been associated with and understands divinity programs at Toronto. The third reviewer was the Dean of the Faculty of Social Sciences, Dr. Jeremiah Hurley.

Dr. Welch noted that the review clearly finds that these are not graduate level master's. When they were first conceived at McMaster they were under Undergraduate Council governance. He thinks it's appropriate that this governance be transferred back and that it would be a mistake to hold a graduate level IQAP review since they don't comply with graduate level requirements.

Dr. Porter wanted to speak against the motion. He noted that considering the affiliation agreement has been in place for 15 years he thought it was presumptuous for Dr. Welch to announce it's defunct. He noted a number of objections. The first was that he thought the review was inappropriately formulated and that there was no chance for Divinity to respond to the review. He said there are some items in the document which they would respond to and that it was premature to accept the report. The second objection was that there is no other academic affiliation agreement in place to take the place of the current agreement which was approved

back in 2003. He suggested it was arbitrary and precipitous to call it to a close and said that it was in place for a purpose. Without the affiliation in place it calls into question a number of issues that will not be resolved without another agreement.

The third objection was that pushing it back to UGC, where they were uncomfortable, is not the appropriate way to deal with the concerns. He acknowledged that it was undergraduate in the past but said that they were no more akin to professional degrees like the MD program or some business programs. The degrees occupy an uncomfortable place in university governance which is not the fault of the degrees but of the structures in place. He said it was not appropriate to shuttle it off to undergraduate council and noted with the discussion of the new SMA that the idea of taking degrees that have an experiential component in place and moving them out of graduate studies seemed inappropriate at this time.

A council member noted that the MD program is undergraduate. She also asked if Dr. Porter was confident that the degrees could pass a graduate level IQAP review. Dr. Porter responded that that depended on the kind of criteria applied. He noted that they might not but that they're considered a 'different kind' of graduate degree in other places and that appropriate professional graduate degree structures should apply.

The council member asked if they had look at the graduate degree level expectations. Dr. Porter responded that he had and thought they were quite narrow in their focus and included thesis requirements. The council member commented that she thought there were professional master's degrees in other areas and assumed the report considered that.

Dr. Welch noted that as Dr. Porter mentioned, these are unusual programs. That's why they brought in experts in the area. The experts did not consider them to be graduate level programs. He also noted that they are currently funded by the province as second entry undergraduate programs.

Dr. Hassanein asked how similar programs are treated at other universities. Dr. Porter responded that he didn't know how they were handled at all the universities in Ontario. He understood that in some cases they were handled like graduate degrees and in others undergraduate degrees. He said that this was part of his point. The degrees were something that hadn't been fully addressed in university structures. He said that the traditional definition of graduate degrees have relatively narrow constraints but the nature of a professional degree is something else. Undergraduate degrees have, again, different expectations from either category. Professional degrees occupy another area and it's not very well quantified. He noted that they don't require previous studies necessarily, and that means that they sometimes take longer as a result. Students can spend 3 years on their studies and are not necessarily writing a thesis, just like a lot of other degrees. He highlighted social work degrees and MBA as examples of potential comparators.

A council member commented that one of the things that he found interesting was the point that right now they're limiting admissions to those of Christian faith. He wanted to know if that was allowed, considering

government funding constraints. He noted that it wasn't aligned with McMaster's vision, goals which seemed odd to him and he wondered how this was handled.

Dr. Welch noted that his position was that the reviewers had correctly identified a challenge in maintaining the programs in the current arrangement. He noted that there are allowances for religious institutions to set their requirements as outlined in the audit report and said that they were not necessarily excluding people since a person wouldn't become a minister if they believed in a totally different faith. He also noted that it is now the case that all publicly assisted universities cannot have such exclusions. He said that this issue had not been answered publicly and is not what his motion addresses. His motion addresses the fact that knowing that reviewers, people who were strongly equipped with the relevant knowledge, have concluded the degrees in question are not at the graduate level and that Graduate Council would be in error to make a recommendation of any kind regarding them. The fairest treatment of these programs is to have them overseen by Undergraduate Council and they should be judged in a location where they can be appropriately considered. The council member said that he was wondering for his own knowledge, regardless of this decision. Dr. Porter responded that one of the reasons they keep that admission requirement is that it's part of their provincial charter. The purpose of the institution is to train ministers of Christian faith and they are following the mandate of their Act. He noted that they were not the only institution that had that particular situation.

Dr. Porter noted that he strongly disagreed that the resolution to any issues was to refer the degrees to Undergraduate Council. He said it was not the appropriate way to handle this and that there were significant differences between a 17-year-old coming to study in an undergraduate program versus the students coming to take the Divinity degrees. These are mature students engaging in additional studies and he thought that there is additional complexity and discussion needed for the items to be properly considered.

Dr. Gupta asked about admissions data, noting that there seemed to be quality indicators not included. Dr. Porter responded that they provided all the information they had, including information on the number of applicants and the like. He thought was one of the areas where it would have been useful to be able to respond to the report. Dr. Gupta said that he thought that these sorts of things are pretty standard as part of the review. The way it is described in the report it seems like they were just not provided the data. If they quality of the program was being assessed, this should be included. Dr. Porter responded that it was important to keep in mind that as the report says it was in some ways treated as an informal review. It didn't specify all the particulars that were needed. He noted that they compiled a vast amount of data and any follow up requests for anything missing was provided. He said that if something additional was missing they didn't know about it and that part of the issue may have been that they keep this data in a different kind of way. He also noted that they have a lot of part-time students and keeping track of this data is more complex than that of a full-time student. They could have potentially could have corrected or added to the information in a response.

A council member noted that in the conclusion of the audit they say it's operating as a second entry undergraduate degree and that this is following the practice of most other theological schools in Ontario. He asked what makes the McMaster Divinity programs different. Dr. Porter responded that the report said most but not all other programs and that there are some of these degrees at the graduate level in other institutions. He noted that many people find the nature of these degrees to be an awkward one and that they do constitute in some way a third category. Master of Divinity is like a lot of other professional degrees in that they began as undergraduate degrees and became graduate degrees over the course of time. He said that they mechanisms for handling them needs to be refined.

A council member asked what the funding implications of this change were. Dr. Welch responded that there are none as they are receiving undergraduate BIUs at this time for the program. Dr. Porter responded that that is the history and tradition of the funding arrangement of these degrees throughout the province. Dr. Welch said that there are a variety of BIU levels for these programs whether they are associated with graduate level work or not and that there are higher funding levels from some graduate level divinity programs.

Dr. Welch moved and Dr. Hassanein seconded, 'that Graduate Council recommend to Senate that it refer the matter of governance oversight for the Master of Divinity (MDiv) and Master of Theological Studies (MTS) degree programs to the Senate Committee on By-Laws to consider and propose amending the By-Laws of the McMaster University Senate to facilitate the transfer of governance oversight responsibilities for these programs from Graduate Council to Undergraduate Council.'

The motion was carried.

VIII. Faculty of Engineering Graduate Curriculum and Policy Committee Report

Dr. Mhaskar presented the report on Dr. Thompson's behalf. He noted there were three items for approval and a number for information.

He noted that the first item was changes from SEPT and that most were changes related to clarifying language in their calendar copy including switching the language from full courses to half courses. They also proposed cancelling a seminar and absorbing the material into other courses.

Dr. Mhaskar moved and Dr. Gupta seconded, 'that Graduate Council approve the changes proposed by the Faculty of Engineering related to the SEPT changes to course requirements and calendar copy as described in the documents.'

The motion was carried.

Dr. Mhaskar noted that the second change was from Chemical Engineering and the key nature of the changes was to allow one non-technical course for the M.A.Sc. and Ph.D. programs and to reduce Ph.D. course

requirements to those that include the requirements for M.A.Sc. program and one additional technical course. The changes were intended to provide flexibility and make the Ph.D. more appealing.

Dr. Mhaskar moved and Dr. Hassanein seconded; 'that Graduate Council approve the changes proposed by the Faculty of Engineering related to the Chemical Engineering changes course requirements and calendar copy.'

The motion was carried.

Dr. Mhaskar noted that the final change was from Engineering Physics and was to cancel the Nuclear Technology diploma as there is redundancy with the new UNENE diploma. Dr. Gupta asked about this redundancy. Dr. Mhaskar responded that the UNENE diploma is affiliated with Engineering Physics at McMaster as well as other institutions and offers similar material to the Nuclear technology diploma.

Dr. Mhaskar moved and Dr. Hassanein seconded, 'that Graduate Council approve the changes proposed by the Faculty of Engineering Graduate related to the cancellation of the Engineering Physics graduate diploma in Nuclear Technology as described in the document.'

The motion was carried.

IX. Faculty of Health Sciences Graduate Policy and Curriculum Committee Report

Dr. Doble presented the items on Dr. Hayward's behalf, noting that there were two for approval and a few items for information. The first change was from Physiotherapy who had proposed reorganizing and redistributing the content of its courses. The courses have all been given new numbers. The program had taken 25 months to complete and will now take 24 months and they will now also allow an elective. The proposed changes are to be introduced in September 2018. He noted that the program exceeds the training requirements of accreditation and that Dr. Hayward was confident that they could deal with a student on a leave of absence from the current curriculum returning to the reorganized curriculum.

Dr. Gupta asked how much change has occurred. Dr. Doble responded that they took four short and two long courses and made it into five longer courses and they've streamlined things so there's not as much overlap between the different components.

Dr. Doble moved and Dr. Raha seconded 'that Graduate Council approve the changes proposed by the Faculty of Health sciences related to the curriculum reorganization and course requirement change for the Physiotherapy program, as indicated in the document.'

The motion was carried.

The second change was for the Public Health program to their course and admission requirements and calendar copy. He noted the program had put forward a number of changes including that thesis students are required to complete 7 core courses and are not required to take electives. Practicum students are required to take

electives. There was a change from the initial program proposal, but the total number of courses required remains the same. The final change was to the admission requirements around reference letters from employers. If an applicant has been a professional in practice for five years or more, a reference can come from employer who has an academic appointment.

Dr. Doble moved and Dr. Mhaskar seconded, 'that graduate council approve the changes proposed by the Faculty of Health sciences for the Public Health program as it relates to admission requirements, course requirements, calendar copy, as noted in the document.'

The motion was carried.

X. Faculty of Humanities Graduate Curriculum and Policy Committee Report

Dr. Corner outlined the changes proposed. Classics proposed an increase to coursework for students in their first year from 4 to 6 half courses. He noted that over time, particularly in terms of linguistic background, students have been coming in with less preparation and require more coursework to lay the foundation needed. At the same time, the program timeline for the comprehensive examinations has changed which allows for more time for students to accomplish course work. The other change proposed by Classics was a correction to the minimum grade for passing a graduate course. It had been listed as a B, rather than the required B-

Communication Studies and Multimedia proposed moving up the dates for the major research paper to allow for more timely completion. He noted that the program felt that students had been leaving things to the very latest possible time which didn't allow sufficient time to get feedback and revise the work to the necessary standard. The new deadline will ensure students get the work done more expeditiously and allows more time for feedback. He noted that all the other changes to their calendar copy were of the housekeeping variety.

English and Cultural Studies proposed the introduction of a new doctoral seminar in place of a one-week methods workshop. The proposed change ensured that students would take a much more substantial doctoral seminar and will provide foundational training for students in the program. He noted that they also proposed a change to allow flexibility with regards to the comprehensive examination. The changes would allow students to generate a comprehensive exam reading list for themselves outside of the 11 specified areas with approval of their supervisory committee. There are changes to the calendar related to these changes and other housekeeping items.

French proposed an increase to the length of their MRP to 45 pages. The change reflects work that students have been doing and responds to an IQAP recommendation. He noted that the program also wished to extend the length of the comprehensive essay, from 10-15 to 15-20 pages. The other change proposed was to revise the date by which the date the supervisory committee is to be determined to be in line with SGS requirements

Gender Studies and Feminist Research wished to extend access to the graduate diploma to Ph.D. students in two further departments from the Faculty, French and the new Ph.D. in Communication, New Media and Cultural Studies.

Dr. Corner moved and Dr. Welch seconded, 'that Graduate Council approve the changes proposed by the Faculty of Humanities as described in the documents.'

The motion was carried.

XI. New Scholarship

Dr. Sills moved and Dr. Hassanein seconded, 'that Graduate Council approve the new scholarship as laid out in the document.'

The motion was carried.

XII. IQAP Final Assessment Report

Ms. Bryce noted that for each report they were approved on a normal cycle. In the case of one of the programs they were asked to pay specific attention to one field within the program in their progress report.