

Tuesday April 17th at 9:30 am in Council Chambers (GH-111)

Present: Dr. M. Thompson (Chair), Ms. C. Bryce, Ms. S. Baschiera, Dr. K. Hassanein, Dr. S. Corner, Dr. A. Sills, Ms. A. Devitt, Dr. C. Hayward, Ms. S. Ramsammy, Mr. P. Self, Ms. L. Yousefi, Ms. M. Badv, Dr. J. Gillett, Dr. E. Badone, Dr. B. Doble, Dr. S. Feng, Ms. S. Oikawa, Dr. W. Farmer, Mr. R. Narro Perez, Dr. B. Gupta, Dr. P. Mhaskar, Dr. I. Marwah, Dr. E. Grodek

Regrets: Ms. C. Garneau, Dr. S. Pope, Dr. M. Verma

A G E N D A

I. Minutes of the meeting of March 20th, 2018

The minutes of the meeting of March 20th were approved on a motion by Dr. Hayward, seconded by Dr. Hassanein, with one minor correction.

II. Business arising

There was no business arising.

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

There was no report.

IV. Report from the Graduate Associate Deans

There were no reports.

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 a SPICES project that had been running over the course of the last year. He noted that SPICES involve graduate students and postdocs presenting various proposals, some of which receiving funding from McMaster. The SPICES project in question was called Symbiosis and is a program of co-housing with

seniors in Hamilton and graduate students. There were three matches and the program was really well received, so they've applied for a renewal for next year and are optimistic that it'll grow a bit next year.

He also reported that the IUSRS program is in its fourth year and that there would be 11 students coming in for May and June and partnered with faculty members.

He also reported that they were developing a graduate student family network. A member of the Student Life Team along with students will be running the program to help offer more support to students who have children and such.

VII. Faculty of Engineering Graduate Curriculum and Policy Committee Report

Dr. Mhaskar introduced the changes for the Faculty of Engineering. He explained that SEPT proposed changing their admission requirements to include an online system because their application numbers had grown too large to conduct face to face interviews for each candidate. Civil Engineering proposed changing MENG from 6 courses plus project to courses only. Computing and Software proposed a change to their requirements to limit the areas in which students can take courses. Engineering Physics changed their requirements so that the industrial project is no longer a requirement. Dr. Gupta asked about the course requirements increasing for engineering physics. Dr. Thompson responded that the internship was considered equivalent to a number of courses and that they internship hasn't been popular in a number of years, so they're changing the requirements and also changing name of degree.

Dr. Gupta moved and Dr. Hassanein seconded, 'that Graduate Council approve the changes proposed by the Faculty of Engineering as described in the documents'

The motion was carried.

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

Dr. Hayward explained that the OT and PT programs originally had policies in place that are now replaced by procedures in their handbooks or a new policy that is FHS-wide (as in the case of vulnerable sector screening replacing the police check). They are getting rid of things that are now no longer being used and anything different from what is in the Graduate Calendar will be described in program handbooks.

Dr. Hayward also noted they were for information changes to two HRM courses.

Dr. Hayward moved and Dr. Raha seconded, 'that Graduate Council approve the changes proposed by the Faculty of Health Sciences as described in the documents'

The motion was carried.

IX. Faculty of Humanities Graduate Curriculum and Policy Committee Report

Dr. Corner explained that English and Cultural Studies proposed a simple change to their calendar copy. They are replacing a research methods requirement with a seminar and that seminar has an unusual structure broken into three sessions across the first two years. So, they proposed to administratively handle the first two sections as new Milestones and then complete with a course that would appear on the transcript and have adjusted their calendar copy accordingly.

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

The motion was carried.

X. Faculty of Health Sciences Spring 2018 Graduands

Dr. Hayward moved and Dr. Raha seconded, 'that Graduate Council approve the list of the 2018 Faculty of Health Sciences Spring Graduands, with amendments/corrections to be made as necessary by the Associate Graduate Registrar.'

The motion was carried.

XI. Thesis Working Group Recommendations (to be distributed)

This item was removed from the agenda.

XII. Quality Assurance Committee Terms of Reference and Meeting Procedures

A council member commented that they thought the committee had been around for some time and asked what they'd been doing without terms of reference. Ms. Baschiera responded that they have had terms of reference but that they had not been approved formally. With the audit coming they wanted to ensure this was sorted out formally. She also said that the only new piece is the appeals procedure and that she thought this would be an asset going forward.

Dr. Hayward asked if there was student representation on the committee. Ms. Baschiera responded that it was a joint committee of Graduate and Undergraduate Council and that there was no requirement for student participation. Dr. Hayward suggested that there could be a potential change made to note that students could be members of the committee.

Dr. Gupta asked if meetings had not been held and minutes not been taken. Ms. Baschiera responded that meetings had happened and minutes been taken. She noted that the decisions have come to Graduate Council as well as Undergraduate Council.

Dr. Gupta moved and Dr. Corner seconded, 'that Graduate Council approved the Quality Assurance Committee Terms of Reference and Meeting Procedures as laid out in the documents.'

The motion was carried.

XIII. Change to Award Name

Dr. Hayward moved and Dr. Raha seconded, 'that Graduate Council approve the change to award name as laid out in the documents.'

The motion was carried.

XIV. IQAP Final Assessment Report

Dr. Thompson noted that the Final Assessment Report for Civil Engineering had been included in the meeting package. A council member commented that he had seen in the report and others a reference to an 18 month and asked if Graduate Council saw those reports. He noted that it seemed logical to him that Graduate Council would see them and asked if this was possible. Ms. Bryce commented that the policy mandated that final assessment reports come to Graduate Council and was silent on the 18-month report. She said that they could take it back as a recommendation. The council member commented that if it's coming to Graduate Council initially it would help to show the changes to graduate programs over time.