

Tuesday April 23<sup>rd</sup> at 9:30 am in Council Chambers (GH-111)

Present: Dr. D. Welch (Chair), Dr. C. Hayward, Dr. M. Thompson, Dr. M-A Letendre, Dr. A. Sills, Ms. S. Ramsammy, Ms. C. Mascotto, Dr. J. Carette, Dr. L. Wiebe, Ms. D. Jones, Mr. S. Peter, Dr. L. Chan, Dr. E. Grodek, Dr. L. Thabane, Mr. L. Greville, Mr. P. DeMaio, Dr. J. Gillett, Dr. B. Gupta, Ms. S. Oikawa, Dr. S. Raha, Dr. M. Parlar, Dr. P. Swett, Dr. J. Shedden, Dr. M. Gough, Ms. S. Baschiera (Associate Registrar and Graduate Secretary), Ms. C. Bryce (Assistant Graduate Secretary)

Regrets: Dr. K. Hassanein, Ms. V. Lewis, Dr. I. Bruce, Dr. B. Doble, Dr. I. Marwah, Dr. S. Bannerman

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**I. Minutes of the meeting of March 19<sup>th</sup>, 2019**

It was duly moved and seconded **‘that Graduate Council approve the minutes of the meeting of March 19<sup>th</sup>, 2019.’**

The motion was **carried**.

**II. Business arising**

There was no business arising.

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

**Dr. Welch reported on the following items:**

- The arrival provincial budget, with clear direction for graduate education;
- The announcement of another SMA;
- The delay on the announcement of the OGS;
- The Provincial Three Minute Thesis competition held at McMaster had been a great success.

**IV. Report from the Graduate Associate Deans**

**Dr. Sweet (Faculty of Humanities) reported on the following item:**

- Work continued on the Cotutelle Report.

**Dr. Gillet (Faculty of Social Sciences) reported on the following item:**

- Discussions around a variety of different professional degree programs.

**Dr. Gupta (Faculty of Science) reported on the following items:**

- Work within the Faculty on professional development, including a series of workshops being established;
- The development of a course instructors guide for Science based on the work that the Faculty of Health Science had recently completed.

**Dr. Thompson (Faculty of Engineering) reported on the following item:**

- The development of a policy on the use of iThenticate to review theses, manuscripts and research proposals, noting that they are close to implementing policy but have also discussed using it more broadly on campus.

**Dr. Hayward (Faculty of Health Sciences) reported on the following item:**

- The course instructor guide is posted on the Faculty of Health Sciences webpage, including some further revisions so that it will be applicable to both graduate and undergraduate.

#### **V. Report from the Associate Registrar and Graduate Secretary**

Ms. Baschiera reported on the following items:

- The continuing efforts to improve workflow around how forms are processed and the accelerated thesis process;
- Reviewing how conditions of admission and how to improve that process.

#### **VI. Report from the Coordinator Postdoctoral Affairs and Research Training**

Ms. Mascotto reported on the following items:

- The provincial 3MT competition, noting that the winner was Alex Kjørven from Ryerson University and that a livestream was recording available online;
- SPICES projects being reviewed for funding;
- Thesis Bootcamp;
- Postdoc Orientation;
- The reactivation of the graduate parent network and the beginning of a moms group both spear headed by a graduate student and a post doc;
- A workshop on academic publishing;
- MITACS Globalinks, with more awards available than in previous years;
- MITACS has brought all professional development workshops back to McMaster campus.

#### **VII. Faculty of Engineering Graduate Curriculum and Policy Committee Report**

Dr. Thompson presented the four points for approval. The School of Engineering Practice and Technology is introducing a number of streams to their design program and manufacturing program. Chemical Engineering proposed changing their admissions requirements, raising language requirements. Computing and Software introduced a Milestone for seminar attendance and their technical seminar. Mechanical Engineering streamlined their course requirements for transfer students and direct entry students.

It was duly moved and 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 presented the changes for approval and explained that Health Research Methodology was updating their comprehensive examination procedure to address two components and solve some issues they had a problem with. Health Science Education had a course for their thesis work, and they are removing that. Nursing changed a course requirement. Physiotherapy changed their calendar copy related to a new course. Rehabilitation Sciences created a new course and now students have an option to choose between two types of methods courses.

It was duly moved and 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. Swett presented the changes for approval. The first, from Cognitive Science of Language, included a change to decouple oral presentation from a course and make it a milestone and a change to formalize their thesis proposal process. The second change, from French, was to prioritize the MA by course and major project stream as opposed to thesis, to ensure students entering the thesis stream were prepared for the requirements. The final change, from Philosophy, was to allow students to count their five best courses for the GPA consideration related to their Qualifying Examination. They also proposed a change to allow one course credit equivalency for the MRP for students fast tracking to the Ph.D.

It was duly moved and 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 Science Graduate Curriculum, Policy, Admissions and Study Committee Report**

Dr. Gupta presented the three changes for approval. The first was from Biology and included changes to requirements and calendar copy to make course and committee requirements, seminar participation and comprehensive time frame clear. The second was a change to course requirements from Statistics. The third was a change to course requirements from Radiation Sciences, to reflect changes in course offerings and to note that students who don’t have the background in a particular area would be required to make up the deficit.

It was duly moved and seconded, **‘that Graduate Council approve the changes proposed by the Faculty of Science as described in the documents.’**

The motion was **carried**.

#### **XI. Faculty of Social Science Graduate Curriculum and Policy Committee Report**

Dr. Gillet presented the two changes for approval the first was the elimination of the field of linguistic anthropology from the Anthropology program and the second was a change to calendar copy within Social Work, noting that advanced credit would be considered for students who had taken a diploma and were looking to do Masters.

It was duly moved and seconded, **‘that Graduate Council approve the changes proposed by the Faculty of Social Science as described in the documents.’**

The motion was **carried**.

**XII. Faculty of Health Sciences Graduands**

It was duly moved and seconded, **‘that Graduate Council approve the list of the 2019 Faculty of Health Sciences Spring Graduands, with amendments/corrections to be made as necessary by the Associate Graduate Registrar.’**

The motion was **carried**.