

Tuesday December 8th at 9:30 am via Zoom

Present: Dr. Doug Welch (Chair), Dr. J. Gillet, Dr. S. Hanna, Dr. M. Horn, Dr. K. Hassanein, Dr. M. Thompson, Dr. A. Hicks, Dr. M. Dion, Dr. S. Brophy, Dr. J.P. Xu, Dr. J. Shedden, Dr. J. Kish, S. Zakaria, Dr. A. Shi, Dr. S. Raha, Dr. A. Roddick, Dr. M. Stroinska, Dr. J. West-Mays, S. Madeiros, Dr. S. Bannerman, Dr. S. Raha, S.K. Dhami, C. Davidson, Dr. D. Mountain, Dr. N. Tan, O. Loertscher, C. Seiler, K. Tsang, E. Wright, M. Naisani, S. Baschiera (Associate Registrar and Graduate Secretary), C. Bryce, (Assistant Graduate Secretary)

Regrets: Ms. V. Lewis

By Invitation: Dr. A. Gullage, Ms. T. Long, Ms. N. Solano, Ms. A. Masciantonio

I. Minutes of the meeting of November 17th, 2020

It was duly moved and seconded, **‘that Graduate Council approve the minutes of the meeting of November 17th, 2020, with a correction to the attendance. ‘**

The motion **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 current COVID restriction status in Hamilton, noting the additional requirements from public health for coming to campus and the possibility of additional requirements if the city moves into a lock down;
- International arrivals, noting that 30 students have arrived or plan to;
- Recommendations from the Virtual Learning Taskforce which provide guidance for what the university feels are reasonable changes for instructors in short/middle/long term;
- Start of the winter term, with the return to work date unchanged but the first classes starting a week later, except for health sciences;
- No new information on the Trillium or OGS front.

IV. Report from the Graduate Associate Deans

Dr. Hassanein (Faculty of Business) reported on the following items:

- Plans for five scholarships for indigenous students to study in different MBA programs with plans to maximize uptake;
- A Commitment to offer scholarships to postdocs of colour.

Dr. Gillett (Faculty of Social Sciences) reported on the following items:

- Recruitment to the Master of Public Policy Program.

Dr. Hanna (Faculty of Health Sciences) reported on the following items:

- The Faculty is keeping track of new restrictions, noting the extra layer of complication for learners in a healthcare setting;
- A virtual talk on how to have a successful committee meeting;
- Annual student ambassador meet and greet with prospective students;
- Planning for the Research Plenary in Spring.

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

- Committee working on graduate calendar to reorganize, remove dead weight and make sure that it align to new policies at the university;
- The Faculty will be giving out a fellowship in recognition of the need to attract more Ph.D. more diverse faculty population educating students.

Dr. Horn (Faculty of Humanities) reported on the following items:

- Faculty has weathered the pandemic well so far, with kudos to faculty members for their hard work;
- Recruitment season beginning.

V. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:

- Registration for the winter term and thesis defences are both going well;
- Admissions is ramping up for the next cycle;
- Supervisory committee reports need to be filed or extensions requested;
- Work on the calendar revision committee, noting that there is still work to be done to ensure the companion policy or process documents are tweaked or adjusted;
- Requirements still being gathered for a CRM;
- The admissions project remains green.

VI. Aid and Award Policy Revisions

Ms. Masciantonio explained that the revised policy provides equity and transparency in aid and award policies and supports diversity and inclusivity in recruitment and retention. Key updates include extension of mandatory policy revision cycle, the addition of EDI principles framework and an increase to award by application minimum value.

Committee members discussed the criteria for academic awards for students taking a second bachelor's degree. In response to a question about the Governors General medal, Ms. Masciantonio explained that the awards policy deals with internal McMaster awards but not federal awards.

It was duly moved and seconded, **'that Graduate Council approve the revisions to the Aid and Award Policy as outlined in the document.'**

The motion was **carried**.

VII. IQAP Policy Revisions

Dr. Gullage explained that the revisions are largely a result of the audit of McMaster's quality assurance policy and procedures. The revisions respond to the points that the auditors indicated in their report, most of which were concerns around clarifying practices.

It was duly moved and seconded, **'that Graduate Council approve the revisions to the IQAP Policy as outlined in the document.'**

The motion was **carried**.

VIII. Faculty of Engineering Graduate Curriculum and Policy Committee Report

Dr. Thompson presented the report included the following changes;

- Chemical Engineering proposed a change to their calendar around the expected length of time to complete the accelerated option, in line with an earlier change to the language around the standard-length Masters;
- Computing and Software proposed a change to their comprehensive examination moving to a different model of proposing a grant-like project and defending it;
- Materials Science and Engineering proposed a change to their M.A.Sc., adding the requirement for a supervisory committee meeting and, for students in the accelerated option, two terms of research in advance of the option will be required;
- The School of Engineering Practice and Technology proposed a change to their elective options for two programs, related to course cancellations.

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**.

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

Dr. Hanna explained that the for-information items included new courses, cancellations and course changes from a number of programs.

X. Faculty of Science Graduate Curriculum, Policy, Admissions and Study Committee Report

Dr. Hicks noted the report included the following changes:

- Math proposed a change to their comprehensive examination, separating the components and allowing one to be written at the Masters level. The requirements remain the same overall.
- Chemistry is proposing a change in their Ph.D. transfer requirement, allowing students to transfer and complete course requirements that are not yet complete once in their Ph.D.

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. Covid Curriculum Update – Engineering

Dr. Thompson explained that this was a notification to Graduate Council of a request by Computing and Software to delay the implementation of a new milestone due to the difficulty of having students complete seminar attendance while remote.