

To : Members of Graduate Council

From : Christina Bryce  
Assistant Graduate Secretary

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The next meeting of Graduate Council will be held on **Tuesday January 18<sup>th</sup> at 9:30 am via Zoom.**

Listed below are the agenda items for discussion.

Please email [cbryce@mcmaster.ca](mailto:cbryce@mcmaster.ca) if you are unable to attend the meeting.

### **A G E N D A**

- I. Minutes of the meeting of December 7<sup>th</sup>, 2021**
- II. Business arising**
- III. Report from the Vice-Provost and Dean of Graduate Studies**
- IV. Report from the Graduate Associate Deans**
- V. Report from the Associate Registrar and Graduate Secretary**
- VI. New Award**

Graduate Council  
Tuesday December 7<sup>th</sup> at 9:30 am via Zoom

Present: D. Welch (Chair), M. Thompson, S. Hanna, M. Horn, G. Mulvale, B. Gupta, M. Dion, R. Wu, K. White, N. Tan, M. Abouei, T. McDonald, M. Parlar, Z. Samaan, J. Kish, T. Chamberlain, W. Farmer, P. McNicholas, N. Kuhathasan, A. Gullage, K. Tsang, S. Baschiera (Associate Registrar and Graduate Secretary), C. Bryce, (Assistant Graduate Secretary)

Regrets: M. Ragany, J. Gillett, S. Brophy, M. Abouei, S. Dickson

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#### **I. Minutes of the meeting of October 19<sup>th</sup>, 2021**

It was duly moved and seconded **'that Graduate Council approve the minutes of the meeting of October 19<sup>th</sup>.'** The motion was **carried**.

#### **II. Business arising**

Dr. Welch noted that there had been a question at the last meeting asking if a student who was withdrawn in good standing could maintain library access. He discussed it with the library and the answer was that it wasn't an option and that it was inconsistent with the vaccine mandate.

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

Dr. Welch reported on the following items:

- The current Covid context, noting the rise of the Omicron variant and new travel bans potentially affecting international students;
- The vaccine mandate which had been in effect for some time, noting an ongoing set of communications had gone out to those who had not submitted their documentation and that the business of withdrawing students in good standing effective the end of the term had begun;
- Continued success with Comm 100 in the School of Graduate Studies;
- Only one term left of admissions with the old system before the transition to Slate for offers for September 2022 and beyond.

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

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

- A mentorship pilot program.

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

- Preparation for IQAP reviews;
- Working with DeGrootte Doctoral Association on website updates;
- Return to campus initiatives.

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

- Planning formats for teaching and class instruction going into the new year;
- FHS graduate program online open house.

There was no report from Drs. Thompson and Horn.

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

Ms. Baschiera reported on the following items:

- Work on MacCheck, noting under a 100 students remained not-clear from the fall term and the work on the students expected to return from their leave of absence starting in January as well as January admits.

#### **VI. Revisions to Policy on Academic Program Development and Review**

Dr. Gullage presented the policy revisions, noting that McMaster's policy had to align with the Quality Assurance Framework which had been recently revised. The revisions to policy for consideration are those required to align with the revised framework.

A member proposed a friendly amendment to move some text in 5.3.2 around consideration of the student market for the program into 5.2 Broad Consultation.

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

The motion was **carried**.

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

Dr. Thompson presented the following changes for approval:

- The Mechanical Engineering department proposed the addition of an accelerated option to their MASc degree;
- The School of Engineering Practice and Technology proposed updates and corrections to their calendar copy and course requirements changes to their degrees; for the MEME program they also proposed adding a new stream in Biomanufacturing.

Members discussed the proposed accelerated option. In response to a question Dr. Thompson noted that it retains more domestic students and is consistent with what is offered at other institutions. Members also discussed the logistics of undergraduate thesis research and how it intersected with the graduate work as well as whether or not there had been any issues with supervision after the research term.

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. Hanna presented the changes to the calendar copy for Occupational Therapy and Speech Language Pathology, noting that the changes were related to the way they handle their interview requirement at the time of admissions. Both programs are moving from in person to an online format where students will have a number of questions that they record their answers to.

It was duly moved and seconded **'that Graduate Council approve the changes proposed by the Faculty of Health Sciences as described n the documents'**.

The motion was **carried**.

**IX. Faculty of Business Graduate Curriculum and Policy Committee Report**

Dr. Mulvale presented the following changes for approval:

- A change to course requirements for the Blended Learning Part-time MBA program to combine two 1.5-unit courses into a three unit course;
- An additional elective option for the Marketing specialization in MBA.

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

The motion was **carried**.

**X. Changes to Scholarships**

It was duly moved and seconded **'that Graduate Council approve the changes to scholarships as outlined in the document'**.

The motion was **carried**.

**XI. Microcredential Report**

Dr. Welch provided some context for the report, noting that like most institutions McMaster has been trying to sort out the institutions wants to handle microcredentials going forward and how they fit in with the provinces interest. An ad hoc committee was formed with the goal of narrowing down what might be in practical at McMaster and a new group will work more closely on implementation details.

## January 2022 Graduate Council

### **New Trust Funds for Approval**

#### **Name of Trust Fund: The Iranian Student Memorial Scholarship**

**Award terms:** Established in honour of McMaster Faculty of Engineering PhD students Iman Aghabali and Mehdi Eshaghian, and a former Faculty of Health Science Post-Doctoral Fellow, who lost their lives on the downing of Ukrainian International Airlines Flight PS752. To be awarded by the School of Graduate Studies, on the recommendation of the Associate Deans responsible for graduate studies, to international graduate students from Iran who demonstrate academic excellence.