

Tuesday April 19th at 9:30 am via Zoom

Present: D. Welch (Chair), M. Thompson, S. Hanna, B. Gupta, J. Gillett, G. Mulvale, M. Stroinska, M. Abouei, T. Chamberlain, W. Farmer, N. Kuhathasan, A. Roddick, D. Gillespie, G. Krishna, L. Romane, K. White, R. Wu, D. Genuth-Olkon, Z. Samaan, S. Medeiros, S. Raha, P. McNicholas, S. Brophy, L. Side, S. Baschiera (Associate Registrar and Graduate Secretary), C. Bryce, (Assistant Graduate Secretary)

Regrets: M. Horn, T. McDonald, J. Kish, N. Tan, A. Shi

I. Minutes of the meeting of March 15th, 2022

It was duly moved and seconded, **‘that the Graduate Council approve the minutes of the meeting of March 15th, 2022.’**

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:

- Laura Side has joined SGS, taking over for Karen Zhang;
- The Midwifery M.Sc. program had been approved and was taking in applicants;
- A very successful Grad Flix competition;
- The current Covid context, noting a new variant had prompted the extension of the campus mask mandate, that people are still required to be full vaccinated to travel in Canada and that McMaster folks are encouraged to keep their vaccination status up-to-date in the system;
- Work to integrate Slate with another system that will allow them to make offers of accommodation in the new graduate residence;
- Peak admissions time.

IV. Report from the Graduate Associate Deans

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

- The upcoming Engineering Graduate Student Society Ideathon.

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

- The launch of the Midwifery program, including thanks to all involved in getting it started;
- The Graduate Diploma in Community and Public Health had been approved by Senate;
- A great year for scholarships, including thanks to the team for their support.

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

- Continued work to develop new professional degree programs;
- Work to develop an executive version of the Master of Public Policy degree;
- Recruitment of international Ph.D. students;
- Awaiting news of SSHRC doctoral awards.

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

- Busy with IQAP activities.

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

- The collection of financial data to see how students are funded in different programs;
- Working on a graduate ambassadors program;
- The hire of a new career and mentorship program coordinator.

V. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:

- Admissions going well this season, noting only 54 in the queue currently;
- Phase 2 is starting to ramp up, including work on residence offers and focus on improving the evaluation area ahead of the next cycle;
- With convocation coming up Records is focused on end of term activities and start of term.

VI. Motion to Expand Allowed Hours of On-campus Work for Full-time Graduate Students

Dr. Welch introduced the proposal, noting that McMaster has had a limit on on-campus employment for a long time. The idea was to encourage students to spend as much time as possible on academic research progress. The case remains that students in many cases have to take on employment outside of the university. The intent of the change is to allow additional hours of work to be completed on campus, with the potential that it may be somehow related to their research, but not to impose an additional requirement on students or faculty.

Members discussed the availability of work for students, the type of work they might take on and support from students for the change.

It was duly moved and seconded, **‘that Graduate Council approve the motion to expand allowed hours of on-campus work for full-time graduate students, as a one-year pilot, effective May 1, 2022.’**

The motion was **carried**.

VII. Graduate Calendar Administrative Sections

Ms. Baschiera highlighted a few of the changes for consideration:

- A notation that policies change over the course of the year and students are responsible for reading the calendar;
- Clarification of rules for students in course-charged programs;
- Adjustments to the sections relating to part-time status, noting that if the option is available it will be listed in the program-specific section of the calendar;
- An update to the policy related to the continuity of registration, noting that they will now allow an absence for one term per academic year where programs have noted that it’s appropriate for their discipline.

Members discussed the new schedule break option and the requirement for continuity of enrollment as well as the language related to the schedule break. Ms. Baschiera noted there would be a new form and guidance on how and when to utilize the scheduled break versus a leave of absence.

It was duly moved and seconded, **‘that Graduate Council approve the revisions to the Graduate Calendar admin sections as set out in the document.’**

The motion was **carried**.

VIII. Faculty of Business Graduate Curriculum and Policy Committee Report

Dr. Mulvale presented the following items for approval:

- A change to the sequencing of courses for the Blended Learning Part-Time program;
- A suite of admission requirement changes to rationalize the way they’re expressed across the different MBA programs and options, including clarification of the role of the GMAT in the Blended-Learning Part-Time program and changes to work requirements for some streams within the MBA program.
- A change to the list of available electives for the eHealth program to bring the listing in the calendar in line with courses that they’re permitted to take;
- The Master of Finance program proposed a change to calendar copy regarding the procedures for students taking their courses from other programs as well as an update to their elective list to include a previously approved course;
- MBA proposed a change to their missed term work practices.

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**.

IX. Faculty of Engineering Graduate Curriculum and Policy Committee Report

Dr. Thompson presented the following items for approval:

- Computing and Software proposed a minor change to language recognizing the Chair delegate;
- Electrical and Computer Engineering proposed a change to their Masters around how 600-level courses are accepted;
- Engineering Physics cleaned up their course lists and added a clause noting that 50% must be taken from within the department;
- Materials Science and Engineering proposed a change to their comprehensive exams, reducing the number of required members to four;
- A number of changes from the School of Engineering Practice and Technology including:
 - An increase to unit load from 24 to 30 for MEEI/MTEI, which will make them consistent with other Masters programs in the School. The shift also includes a change in how the project is operating;
 - The rest of the program changes involve an adjustment to the number of courses required in different areas, eliminating the Innovation Studio to give students more opportunity to take interdisciplinary electives and ensuring each of the degrees is uniquely separate.

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**.

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

Dr. Hanna presented the following items for approval:

- Child Life and Pediatric Psychosocial Care cancelled a course, changing the requirement to a milestone;
- Health Policy renamed a field and refreshed the list of available courses;
- HRM adjusted the list of available make-up courses for the Biostatistics area;
- Occupational Therapy and Physiotherapy made updates to their calendar copy related to admissions processes;
- Psychotherapy revised their calendar language to note IELTS as an option and changed the structure of the statement of interest for admissions.

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**.

XI. Faculty of Humanities Graduate Curriculum and Policy Committee Report

Dr. Welch presented the following changes for approval on behalf of Dr. Horn:

- A change to the course requirements for the M.Sc. in Cognitive Science of Language to make it more flexible for students;
- A change to the calendar copy for the Gender and Social Justice Graduate Diploma to clarify the amount of attendance required to satisfy the seminar requirement.

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**.

XII. Faculty of Science Graduate Curriculum and Policy Committee Report

Dr. Gupta presented the following items for approval:

- A clarification from Chemical Biology with respect to the required colloquium courses as the Masters and Ph.D. level;
- The addition of a required course for all students and a revision to the requirements for one of the disciplines for Chemistry;
- A revision to the comprehensive examination process for Kinesiology, noting that students will now have an 8 hour take home for the written component of the exam and submit materials electronically, followed within a week by the oral examination.

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**.

XIII. Faculty of Social Sciences Graduate Curriculum and Policy Committee Report

Dr. Gillett presented the following items for approval:

- Changes from Economics to clarify requirements at the Masters level and changes to course listings related to the comprehensive exam so it more clearly lined up to offerings;
- A change to course requirements for Sociology to reflect a newly proposed course;
- The addition of a part-time option for the Master of Public Policy program.

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

The motion was **carried**.

XIV. Spring 2022 Graduands – Faculty of Health Sciences

It was duly moved and seconded, **‘that Graduate Council approve the list of the 2022 Faculty of Health Sciences Spring Graduands, with amendments/corrections to be made as necessary by the Associate Graduate Registrar.’**

The motion was **carried**.