



School of Graduate Studies

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To : Members of Graduate Council
From : Christina Bryce
Assistant Graduate Secretary

The next meeting of Graduate Council will be held on **Tuesday October 18th at 9:30 am in Council Chambers (GH 111)**

Listed below are the agenda items for discussion.

Please email cbryce@mcmaster.ca if you are unable to attend the meeting.

A G E N D A

- I. Minutes of the meeting of September 20th, 2022
- 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. Fall 2022 Graduands (to be distributed)
- VII. New Awards

Tuesday September 20th at 9:30 am in GH-111 and via Zoom

Present: S. Hranilovic (Chair), M. Thompson, S. Hanna, B. Gupta, M. Verma, M. Heath, M. Horn, T. Chamberlain, N. Kuhathasan, S. Raha, L. Side, S. Han, A. Anand, C. Ching, E. Grodek, J. Kish, L. Romane, R. Wu, B. Trigatti, A. Shi, D. Emslie, V. Kuperman, S. Baschiera (Associate Registrar and Graduate Secretary), C. Bryce, (Assistant Graduate Secretary)

Regrets: D. Gillespie

I. Minutes of the meeting of June 7th, 2022

It was duly moved and seconded, **'that Graduate Council approves the minutes of the meeting of June 7th, 2022 as set out in the document.'**

The motion was **carried**.

II. Business arising

There was no business arising.

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

Dr. Hranilovic reported on the following items:

- The impacts of international student delays, noting they're reviewing what supports they can provide;
- Work on reviewing the policies and processes related to Ph.D. supervision and post-docs, noting that Dr. Thompson would be leading it;
- Developments on the graduate residence, noting that he'd provide more details on the facilities available and renderings in the future and that they were working on the internal allocation of spots and how it would integrate with admissions;
- An upcoming review of the School of Graduate Studies, requested by the Provost, the outputs of which will be important for strategic visioning;
- A new annual report from the School of Graduate Studies including statistics which will be important for the review and subsequent visioning process.

Members discussed the nature of the review the Provost is planning.

IV. Report from the Graduate Associate Deans

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

- A lot of clinical programs, with students are in the classroom over the summer saw a significant amount of absenteeism with upwards of 25% in some cases;
- No significant issues related to international student arrivals in the Faculty;
- New Program development, noting Midwifery had admitted its first cohort and that there were other proposals in play.

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

- Engineering Grad Society had held their annual Ideathon;
- The upcoming Metric conference;
- The Faculty has been severely hit by the delays to study permit approval from the IRCC, noting all programs are trying to be as flexible as possible but in cases where they are very structured they'll need to defer;
- Upcoming policy review activities, with a focus on the Ph.D. supervision and Post Doc policies, aiming for Graduate Council review in winter term.

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

- Hires related to the development and enhancement of mentorship and career programs, noting they're working on developing comprehensive programs.
- Last year was a busy year for IQAP;
- No significant issues arising from the international student delays;
- A Science Graduate Symposium to be held in December at Innovation Park.

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

- A few deferred admissions for international students;
- An apparent surge in Full Time Off Campus requests, noting that some include an explicit reference to cost of housing in Hamilton as a reason for such a request.

Members discussed the issue of housing availability and the upcoming graduate residence. They also discussed the concept of full-time off campus generally, including whether there should be a minimum amount of obligatory time that graduate students should spend on campus to get a degree.

Dr. Hranilovic noted that while there's been some alternate arrangements given the pandemic that should be explored going forward the Graduate Calendar is quite clear and absent new regulations they have to enforce what's in the calendar.

Related to a student's time on campus, members discussed the regulations in the calendar, potential equity issues and the philosophical idea of what the university experience should be, potential intellectual property issues for students studying remotely as well as requirements of the Quality Assurance Framework.

In the context of the cost of living in Hamilton members also discussed student stipends and the cost of the new residence.

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

- Covid extensions within the Faculty for students whose research was disrupted;
- Minimal impact from the international student delays;
- The development of a new Indigenous studies graduate program.

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

- International student delay was very impactful across their programs, noting most have been offered deferrals;
- Early in the summer the DeGrootte Doctoral Association started research day initiative.

V. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:

- Start of term/end of academic year processes and work to get enrollment stable, including clearing students to graduate;
- The implementation of a chat bot to complement Comm 100, noting chat satisfaction remains very high and students seem to be getting what they need;
- Focused work on international students who are unable to arrive this term;
- Work on Slate enhancements.

Members discussed the process around SAS accommodations at the graduate level versus the undergraduate level.

VI. New Awards and Change to Award Terms

It was duly moved and seconded, **'that Graduate Council approve the new awards and change to award terms as set out in the document.'**

The motion was **carried**.

Members discussed the process around changes to award terms and future improvements.

VII. Ouriginal

Dr. Thompson presented the item, noting for context that the Research Plagiarism Checking Policy had been approved in February 2020. The policy was developed after the Provost had asked them to look into how reputation of university would be maintained through output of documents (manuscripts, research grants and graduate theses) to outside audiences. The requirement for all graduate theses to be checked by a software was originally scheduled for October 1st 2022. The software was acquired by a competitor and there were some issues with

retention of material. They are working to find replacement software that offers same benefit but need time to sort it out. The request for council members was to approve a deferral to the requirement for graduate theses accordingly.

Members discussed how the checking software worked generally and the work associated with it for supervisors.

It was duly moved and seconded, **'that Graduate Council approve deferring the implementation of the University's Research Plagiarism Checking for graduate theses from October 1, 2022 to October 1, 2023, with all necessary changes to grad calendar.'**

The motion was **carried**.

There being no other business the meeting was adjourned.

October 2022 Graduate Council

New Awards for Approval

Name of Fund: The Brooke and Irene Townsend Scholarship

Terms of Reference for Fund:

Established in 2022 through the estate of Brooke Townsend '57, in honour of Brooke and his wife Irene '57. To be awarded by the School of Graduate Studies on the recommendation of the Deans in consultation with the Associate Deans Graduate Studies of the Faculty of Humanities and the Faculty of Social Sciences to graduate students in these Faculties who demonstrate academic excellence and innovative research. The annual allocation available from the endowment is to be split equally between both Faculties.

Name of Fund: The Wentworth Strategy Group MBA Leadership Scholarship

Terms of Reference for Fund:

Established by Mark John Stewart, HBA (Class of '06), MBA (Class of '10), past President of the McMaster Alumni Association, and Margaret Zanel, BCom (Class of '89), MBA (Class of '90), cofounders of Wentworth Strategy Group. To be awarded by the School of Graduate Studies, on the recommendation of the DeGroot School of Business awards selection committee, to students entering the Master of Business Administration program in the DeGroot School of Business, who have achieved high academic standing and demonstrate a commitment to leadership and community engagement.