

Tuesday February 21st at 9:30 am in Council Chambers (GH 111)

Present: S. Hranilovic (Chair), B. Gupta, S. Hanna, M. Thompson, M. Heath, M. Horn, M. Verma, T. Chamberlain, R. Wu, N. Kuhathasan, S. Raha, C. Ching, V. Kuperman, T. McDonald, S. Han, J. Kish, N. Malik, D. Emslie, D. Gillespie, E. Grodek, A. Shi, J. Antwi-Boasiako, Z. Lea, X. Li, L. Side, L. Dondi, S. Baschiera (Associate Registrar and Graduate Secretary), C. Bryce, (Assistant Graduate Secretary)

Regrets: B. Trigatti, Z. Samaan, P. Nyers, L. Romane, K. Singh

I. Opening Remarks

Dr. Steve Hranilovic reported on the following items:

- The new student members on Graduate Council;
- The draft terms of reference for the Graduate Student Funding Task Force circulated late last week, noting that graduate students are an integral part of community and there has not been a central venue to review funding. Recognizing this they've embarked on a multi phase process including a working group to collect data and the next phase is the Task Force.

II. Minutes of the meeting of January 17th, 2023

It was duly moved and seconded, **'that the Graduate Council approve the minutes of the January 17th, 2023 meeting, as circulated.'**

The motion was **carried**.

III. Business arising

There was no business arising.

IV. Task Force on Graduate Funding Draft

Dr. Hranilovic presented the draft terms of reference, highlighting the mandate of the task force, the complexity of the matter to be considered and the plan going forward, noting the item was for discussion at the meeting and then an e-ballot would follow.

An in-depth discussion took place about the task force, including the scope, membership composition and Graduate Council student membership, timelines for outcomes, the plan for reporting, and next steps. Dr. Hranilovic provided an explanation of plans for the task force, referring to the terms of reference as outlined in the document. He highlighted that the task force membership is intended to be balanced between graduate education leaders and graduate student representatives with meaningful consultation of stakeholders including the GSA, CUPE and MUFA. He noted he would report monthly to Graduate Council, explained Graduate Council's role as it related to the level of funding, reporting onwards, and highlighted other governance areas and decision-making bodies of the institution that the work of the task force would inform. He emphasized that part of the outcome of the work was to have an ongoing process to ensure review of funding happens on a regular basis going forward and that this should be built in collaboration with stakeholders in graduate education.

In response to a comment about the process around student membership for Graduate Council from a guest, Dr. Hranilovic noted that Graduate Council is governed by the by-laws of Senate.

In response to a question from a guest Dr. Hranilovic noted that the first step in gathering student members from Graduate Council for the task force would be a call for volunteers.

V. IQAP Policy

Dr. Aspenlieder presented the item, noting that it was related to the update of the Quality Assurance Framework. She outlined the steps of approval noted that the policy is revisiting the governance bodies so there is awareness of the minor changes that were made because of the final ratification process.

In response to a question about the language around the requirement for in-person reviews Dr. Aspenlieder noted that Quality Council has stipulated that they must be in person and that QC had requested feedback and institutions universally noted the value of online reviews and they are reflecting on it.

A member also highlighted an issue with accreditation and IQAP reports. Dr. Aspenlieder agreed this was an issue and suggested avenues to advocate for change.

In response to a question from a member about supporting documentation, Dr. Aspenlieder noted there were several documents and templates that support what is outlined in the policy. One of the supporting documents to be adjusted is the external reviewer's template to better focus reviewers in the discussion of resources.

It was duly moved and seconded, **'that the Graduate Council approve, for recommendation to Senate, the changes to the IQAP policy, as set out in the attached.'**

The motion was **carried**.

VI. Report from the Graduate Associate Deans

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

- Useful discussion with the Faculty of Health Sciences Graduate Student Society co-presidents (who act on Graduate Council as well as the GSA) about the manner in which students are elected to Graduate Council and a commitment to review and update the process within the Faculty;
- A Faculty-wide review of funding and education for programs about how funds from the School of Graduate Studies are to be used, along with discussions to increase the minimum funding in the fall for Ph.D. students in the Faculty;
- The search for a new co-director for the Neuroscience program;
- Continued work on hiring in the Faculty of Health Sciences Graduate Office.

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

- The MBA program review process, noting a series of town halls where stakeholders reviewed different models;
- The MBA award ceremony.

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

- Departments in Humanities are in the process of reviewing applications.

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

- A welcome to new graduate student members, noting normally there are elections within the Faculty for these positions and they are in the process of institutionalizing how that will take place going forward so it's clear and transparent;
- Programs in the Faculty are also in the process of sending out offers, noting they have developed a database including funding review to ensure its used appropriately.

In response to a question, Dr. Heath noted that the database is intended as a budget tracking measure for departments related to funding disbursement and it would include both current and future students.

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

- Work within the Faculty to enhance career support services, noting new staff had been hired and were working to develop programming for students;
- A pilot project with the MacPherson institute, that is part of the planned enhancement of career support services, to help a small group of students develop a career plan.
- Work within the Faculty, noting a lot of discussion of how they can approach the issue and that some programs have already increased student funding.

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

- A discussion within the Faculty regarding stipends, in consultation with the Engineering Graduate Student Society and that they are very close to having something for review in the Faculty;
- The Engineering Graduate Student Society elects members to Graduate Council and that's part of their by-laws;
- A number of events coming up soon focused on recruiting undergraduate students into graduate work;
- An event to help graduate students and young faculty members learn to make a pitch.

VII. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:

- The status of internal approval for a new tool for the financial database and some IT solutions on our records side that will directly impact how students move through their degree;
- Work on the graduate student residence administration, noting they're planning to make the first round of offers in April.

VIII. Faculty of Business Graduate Curriculum and Policy Committee report

Dr. Verma explained that the Finance area of the Business Ph.D. proposed a change to their comprehensive to hold it in two parts. One at end of year one and one at the end of year two. It is intended to help encourage students to get started on research and the second part of comprehensive will have a research paper proposal.

In response to a question about whether they'd considered eliminating the second part (with time to completion in mind) Dr. Verma noted that the second part is integral, particularly given the variety of educational backgrounds their students come from.

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

The motion was **carried.**

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

Dr. Hanna presented the item, noting several changes to calendar copy. Some of it is for clarity, some to align with other School of Rehabilitation Science programs, including new language that explains some admission opportunities, including indigenous and black applicant admissions stream.

It was duly moved and seconded, **that Graduate Council approve, for recommendation to Senate as appropriate, the changes proposed by the Faculty of Health Sciences, as described in the documents.**

The motion was carried.

X. Faculty of Social Sciences Graduate Curriculum and Policy Committee report

Dr. Heath presented the changes, noting they included:

- A shift to permanent online delivery for the Master of Public Policy program;
- The addition of a scheduled break for a stream in the Social Work MSW program because of their course schedule;
- For religious studies, the removal of the breadth requirement and the addition of a comprehensive in the Islamic studies area.

Members discussed the potential of having a broader discussion about online delivery of programs.

It was duly moved and seconded, **that the Graduate Council approve, for recommendation to Senate as appropriate, the changes proposed by the Faculty of Social Sciences, as described in the documents.**

The motion was **carried.**

XI. 2023-2024 Sessional Dates

It was duly moved and seconded, **that the Graduate Council approve the 2023-2024 Sessional Dates, as set out in the attached.'**

The motion was carried.

XII. New Awards

It was duly moved and seconded **'that the Graduate Council approve two new awards, as set out in the attached.'**



The motion was carried.