

Tuesday May 16th at 9:30 am in Council Chambers (GH 111)

Present: S. Hranilovic (Chair), B. Gupta, S. Hanna, M. Thompson, M. Horn, M. Verma, S. Han, N. Malik, D. Emslie, E. Grodek, Z. Lea, X. Li, L. Side, H. Abdulhussain, D. Gillespie, J. Antwi-Boasiako, C. Ching, T. Chamberlain, R. Wu, D. Trigatti, L. Romane, J. Kish, G. Nair, P. Guo, A. Anand, M. Young, M. Parlar, S. Baschiera (Associate Registrar and Graduate Secretary), C. Bryce, (Assistant Graduate Secretary)

Regrets: T. McDonald, V. Kuperman, P. Nyers, M. Ragany

I. Opening Remarks

Dr. Hranilovic reported on the following items:

- The Task Force on graduate student funding, noting presentations from the Associate Deans on how funding works in the Faculties and many hours of consultation with folks across campus;
- A Town Hall to be hosted by the Task Force on Graduate Student Funding on June 7th.

II. Minutes of the meeting of April 18th, 2023

It was duly moved and seconded, **'that the Graduate Council approve the minutes of the April 18th, 2023 meeting, as circulated, with one correction to the attendees.'**

The motion was **carried**.

III. Business arising

There was no business arising.

IV. Report from the Graduate Associate Deans

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

- A successful Faculty of Health Sciences plenary, including online presentations with the final event in person.

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

- A year end celebration for the Faculty of Social Sciences Graduate Students.

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

- A successful mentorship social.

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

- Following up on the initiative of the task force the Faculty was holding a Town Hall meeting to discuss funding and other concerns.

Drs. Horn and Verma had no report.

V. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:

- Monitoring residence space uptake and a recent tour of the building.

Members discussed the number of spaces expected to be filled in fall 2023.

VI. Change to Minimum level of Graduate Funding for Full-Time/In-Time Ph.D. Students

Dr. Hranilovic presented the item, noting the issue of graduate funding is not a new one and that it became clear that the current minimum level of funding was not reflective of what the real funding landscape was. Discussions in the task force precipitated discussions within the faculties and that they are now bringing forward a proposal to raise the minimum level of funding accordingly.

Members discussed how that number was arrived at, whether it included TAs and RAs, the sources of funding, and competition with other institutions.

In response to a question about supplementary fees Dr. Hranilovic said they're not included, the proposal is to increase the minimum to 17 500, after tuition.

Members discussed the context for masters students.

In response to a question, Dr. Hranilovic confirmed that students above the new minimum will not see a change.

It was duly moved and seconded, **'that Graduate Council approve that the graduate funding provided to full-time, in-time PhD students be no less than full-time tuition plus \$17,500 effective September 1, 2023.'**

The motion was **carried**.

VII. Faculty of Business Graduate Curriculum and Policy Committee report

Dr. Verma presented the report, noting that the School of Business offers a single Ph.D. program with 7 specializations. The proposal is seeking approval for an 8th in Strategic Management.

Members discussed the expected enrollment, WGUs, the optional seminars and any related agreements, the context within the Faculty and the number of PhD students already in the program, as well as the use of MBA courses and independent study courses in the specialization.

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

The motion was **carried**.

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

Dr. Hanna presented the following items for approval:

- The new program calendar copy for the Masters of Biomedical Innovation;
- Two changes to the M.Sc. in Midwifery, one to the language around admission requirements to remove the specific questions for the statement of intent and a change to program

requirements to remove a reference to separate modules that have now been incorporated into core courses;

- A change to the thesis stream of the Nursing M.Sc. to remove an elective course, in response to their IQAP review;
- Changes to calendar copy proposed by the Physiotherapy program for clarity and to be more explicit about the timing of health screening requirement;
- The M.Sc. in Health Science Education proposed adding a scheduled break option to their program.

In response to a question, Dr. Hanna said they expect around 20 students in the new Master of Biomedical Innovation and that it is a self-funded program.

It was duly moved and seconded, **‘that the 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**.

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

Dr. Heath presented the following items for approval:

- The Master of Public Policy program proposed a change to calendar copy to remove a reference to their part-time option; they want to keep the option available but are not currently able to offer it;
- A change to course requirements for sociology, transitioning a 600-level course to a 700-level course.

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**.

X. Spring 2023 Graduands

It was duly moved and seconded, **‘that Graduate Council approve the list of the 2023 Spring Graduands, with amendments/corrections to be made as necessary by the Associate Graduate Registrar.’**

The motion was **carried**.

XI. 2023-2024 Graduate Calendar Admin Sections

Dr. Hranilovic presented the changes, focusing on section 2.5.3 related to hours of work. He noted that the section includes regulations on graduate hours of work while maintaining full time status and that they had received feedback about the need for additional flexibility. The current policy doesn't restrict off campus but does restrict on campus. He highlighted the breadth of discussion across the province,

noting that OCGS has recently adopted a change and that the proposed update mirrors the recommendation adopted by peer institutions in Ontario. It does provide a recommended number of hours still in order to ensure academic progression in program.

Members discussed how the rule would intersect with TAs and RAs, the role of the supervisory committee meeting to identify students who were not making the expected progress and the concept of tracking progress rather than time, the potential of additional value from on campus work versus off and how the change would be communicated.

It was duly moved and seconded, **‘that Graduate Council approve the revisions to section 2.5.3 related to hours of on campus work as set out in the document.’**

The motion was **carried**.

A member noted there was an additional reference to the 20-hour limit in 2.5.4. Dr. Hranilovic noted the paragraph in question could be removed.

In response to a sentence in 6.2.1 Ms. Side noted that there are awards outside of those connected to OSAP that an international student could apply to.

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

The motion was **carried**.

XII. New Awards

It was duly moved and seconded, **‘that Graduate Council approve the new awards as set out in the document.’**

The motion was **carried**.

XIII. Consent1A00 – New Course

Dr. Hranilovic presented the item, noting that it was a new course that they’d proposed putting forward. The course had already been approved at the undergraduate level and the proposal was to create it under the number SGS 202 but keep all other items the same for the first year. The course in question was an online module on gender-based and sexual violence for incoming students. The course would be put on their record but students will be able to opt out.

Members discussed how the opt out would be administered and the similarity with SGS 101 and 201. In response to a question Ms. Baschiera noted that there would be no academic impact for not taking it.

Members discussed the process for approval, whether there was graduate content in the course, whether it was a pilot, why this was not released more broadly to the entire McMaster population and the grading basis for the course.

Hearing the feedback Dr. Hranilovic withdrew the item and planned to bring it back in June with more detail.

The item was withdrawn.

XIV. Cotutelle

Dr. Gupta presented the item, noting the report outlined issues related to cotutelle policy and procedure and describing the consultation process. The working group consulted stakeholders across the university and have prepared a set of recommendations accordingly. The Letter of intent and checklist have been merged and extensively revised to include more details for arrangement to ensure that everything complies with McMasters regulations and requirements. Recognizing the need for clear guidance to supervisors and students they have also introduced a flowchart. The policy was also revised to provide some updates to the timeline to ensure a cotutelle arrangement is implemented expeditiously and that requirements are clear.

Members discussed the issue of timing as it relates to the context at other institutions.

XV. Policy on Postdoctoral Fellows

Dr. Hranilovic asked members to review and provide any feedback to Dr. Thompson ahead of the next Graduate Council meeting.

XVI. Final Assessment Reports