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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 November 12th at 9:00 am in 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.   **Opening Remarks**

II.   **Minutes of the meeting of October 22nd, 2024**

       Approval

III.   **Business arising**

IV.   **Report from the Associate Deans, Graduate Studies**

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

VI.   **Faculty of Social Sciences Graduate Policy and Curriculum Committee Report**

       Approval

VII.   **Update from Student Accessibility Services**

       Information

VIII. **Terms of Reference for Subcommittee on Graduate Funding Matters**

       Information

IX.   **New Award**

       Approval

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Tuesday October 22nd at 9:00 am in MUSC 311/313

Present: S. Hranilovic (Chair), S. Hanna, D. Trigatti, K. Mattison, K. Graham, F. Homid, T. Ruebottom, M. Cino, F. Ma, T. Davidson, K. Grandfield, E. Grodek, C. Biruk, M. Heath, S. Heathorn, K. McCallum, Y.K. Shin, B. Newbold, B. Milliken, P. Miu, N. Carter. E. Zhou, A. Gadsden, M. Gough, L. Parker, E. Aspenlieder, S. Bannerman, E. Chin, F. Xie, C. Bryce (Assistant Graduate Secretary), S. Baschiera (Senior Associate Registrar and Graduate Secretary)

Regrets: M. Verma, A. Shakib, A. Prasad

_____

I.   Opening Remarks

Dr. Hranilovic reported on the following items:
- Provincial Attestation Letters (PALs) for international student and the effect on graduate recruitment;
- Curriculum changes, highlighting the graduate diploma and microcredential coming for approval.

II.   Minutes of the meeting of September 17th, 2024

It was duly moved and seconded, 'that the Graduate Council approve the minutes of the September 17th, 2024 meeting, as circulated.'

The motion was **carried**.

III.   Business arising

There was no business arising.

IV.   Report from the Associate Deans, Graduate Studies

Dr. Grandfield (Faculty of Engineering) reported on the following item:
- Upcoming curriculum changes.

Dr. Hanna (Faculty of Health Sciences) reported on the following items:
- Work on publishing the names of all eligible supervisors and to streamline the process for approval within the Faculty;
- The development of a new policy regarding stacking credentials, noting it will come to Graduate Council for approval.

Dr. Heathorn (Faculty of Humanities) reported on the following item:
- The introduction of new graduate student representativess, Marissa Cino and Kalla Graham

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Drs. Heath and Newbold had no report.

V.   Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:
- Submission of questions to the IRCC around PALs and related admissions work;
- The upcoming supervisory committee report deadline, noting scholarship implications if reports are not submitted on time;
- A pilot project with the Student Success Centre (SSC), regarding the front desk of the School of Graduate Studies.

VI.   Report from Certificates, Diplomas and Microcredentials Committee

a.   Graduate Diploma in Global Surgery: Surgical Care Systems & Health Equity

Dr. Hranilovic explained the context of the joint Certificates, Diplomas and Microcredentials Committee and the report with two items for consideration stemming from it.

Dr. Hanna noted that the proposed diploma had been approved through the Faculty committees, had been to Certificates and Diplomas and University Student Fees Committee. It comes to Graduate Council ahead of University Planning Committee and Senate.

Dr. Chen presented the diploma, providing the context and need for access to safe surgical care. The diploma will be focused on surgical care systems and right now there are no options in Ontario for graduate work in this area. The proposal is for a standalone graduate diploma which would be online, asynchronous, and offered by Global Health program with four 3-unit courses.

Members discussed fees for students and learners from low- and high-income countries. Dr. Hanna highlighted that fees discussions are to be addressed at University Student Fees Committee but that all students enrolled in the program would be charged the same fee and if there was to be additional support there would have to be revenues from the program or another area.

Members discussed the qualifications for students and Dr. Chen highlighted the diversity of professionals that are required for global surgical systems.

Dr. Hranilovic provided some additional context for the approval process, noting UPC's role in reviewing both the academic and resources considerations.

It was duly moved and seconded, '**that the Graduate Council approve, for recommendation to the University Planning Committee and the Senate, the Graduate Diploma in Global Surgery: Surgical Care Systems & Health Equity, as circulated.**'

The motion was **carried**.

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b.   Non-Academic Microcredentials in Health Technology Assessment

Dr. Feng Xie presented the microcredentials nothing that a new technology or medical device needs to receive approval that it's safe to use and highlighted the context in publicly funded healthcare systems. They will be targeted to working professionals.

In response to a question Dr. Xie confirmed that the courses are new.

It was duly moved and seconded, 'that the Graduate Council approve, for recommendation to the University Planning Committee and the Senate, the following non-academic microcredentials in Health Technology Assessments, as circulated.'

The motion was **carried**.

VII.   Fall 2024 Graduands

It was duly moved and seconded, 'that Graduate Council approve the list of the 2024 Fall Graduands, with amendments/corrections to be made as necessary by the Associate Graduate Registrar.'

The motion was **carried**.

VIII.   New Awards and Changes to Award Terms

It was duly moved and seconded, 'that Graduate Council approve the new award with terms as circulated.'

The motion was **carried**.

IX.   Provisional Guidelines for the Use of Generative Artificial Intelligence in Research

Dr. Erin Aspenlieder presented the guidelines, highlighting McMaster's AI Advisory Committee with three expert panels.

She noted that the draft circulated was developed with the panel on Research and has received feedback from a number of areas while noting that they were still seeking feedback from faculty and students to ensure that it's useful for campus needs.

The guidelines are intended to address graduate students as researchers during their dissertation research. Students concerned with coursework should be looking at the Teaching and Learning Framework.

Dr. Aspenlieder highlighted that the guidelines are not a policy, noting both the variability in campus approach and the rapidly changing technology.

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Members discussed the role of the supervisor in approving a student's use of AI, tools being developed to support usage on campus, concerns around the usage of the tool (including privacy), examples of where it can be used, intersections with existing policies (including the Academic Integrity Policy), and ways to make students aware of the requirements.

Dr. Aspenlieder highlighted a link for feedback and Dr. Hranilovic noted that Dr. Aspenlieder had been involved in the development of a guide adopted by the COU. Both would be circulated to members.

Members discussed the incoming requirement for PALs and the deposit fee, noting concerns about students having to pay up front and the difference in undergraduate versus graduate recruitment. Dr. Hranilovic noted that the change they're putting forward would allow the possibility for Faculties to charge a deposit fee if they would like to, highlighting the potential for a student to take a PAL to another institution.

Members discussed the PAL usage sectorwide.

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To : Graduate Council

From : Christina Bryce
Assistant Graduate Secretary

_____

At its meetings on September 12th and October 10th the Faculty of Social Sciences Graduate Curriculum and Policy Committee approved the following graduate curriculum recommendations.

Please note that these recommendations were submitted for approval by the Faculty of Social Science.

For Approval of Graduate Council:

    i. **Economics**
        1. **Change to Admission Requirements**
        2. **Change to Calendar Copy**

    ii. **Public Policy**
        1. **Change to Calendar Copy and Course Requirements**
        2. **New Stream**

    iii. **Social Work**
        1. **Change to Course Requirements**
        2. **Program Closure – Graduate Diploma Critical Leadership in Social Services and Communities**

    iv. **Sociology**
        1. **Closure of Social Psychology Stream**

For Information of Graduate Council:

    i. **Public Policy**
        2. **New Courses**
            • 715: Privacy in the Digital Age
            • 798: Selected Skills Lab in Public Policy
            • 799: Selected Reading Course in Public Policy
            • 713: Fundamentals of Housing Policy
            • 714: Cross-Sectoral Perspectives on Housing Policy

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- 760: Informatics for Public Policy

3. **Course Cancellation**
   - 759 Special Topics

4. **Change to Course Title**
   - 709 Digital Transformation and Strategy

5. **Change to Course Description**
   - 705 Policy Capstone

v. **Social Work**

1. **Course Cancellation**
   - 740 Changing Social Service Organizations: Implications for Workers & Service Users

2. **Change to Requisite**
   - 741 Changing Social Services, Changing Communities: Focus on Leadership

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

<table>
<tr><td colspan="2"><u>Please read the following notes before completing this form:</u></td></tr>
<tr><td colspan="2">

1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.

2. An electronic version of this form (must be in MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).

3. A representative from the department is **required to attend** the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

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</table>

DEPARTMENT	Economics
NAME OF PROGRAM and PLAN	PhD
DEGREE	**PhD**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements	x	**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			
Other Changes:		**Explain:**			

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Describe the existing requirement/procedure: Our calendar says the following:

Admission

The minimum standard for admission to the Ph.D. program is a Master's degree from a recognized university, with a B+ average. Admission is competitive: not all applicants who meet the minimum standard will be offered admission.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

We would like to modify the requirement of holding a masters' degree to allow direct entry of exceptional undergraduates into the Phd program. The new language would be as follows.

Admission

The typical minimum standard for admission to the Ph.D. program is a Master's degree from a recognized university, with a B+ average; however, excellent candidates may be considered with an undergraduate degree in Economics or subjects with high levels of mathematical training. Admission is competitive: not all applicants who meet the minimum standard will be offered admission.

Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

A number of competing schools in Canada such as Western and McGill are moving to allow undergraduates to move directly to PhD and we would not want to lose the best students who might otherwise prefer to go to the US where direct admission is typical, or to the above-mentioned Canadian schools in order to save a year.

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We note that at McMaster, several departments already allow direct entry into their PhD, for example Chemistry, Engineering Physics and Computer Science. Finally, we note that the best MA Econ students already take the same courses as first year PhD students and then directly get admission into the second year of the PhD program. Our change then amounts to bringing clarity and structure to an existing practice of some students saving a year in their academic journey.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Ideally, we would like to start with this admission cycle so that such students can enter in the 2025-26 academic year.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):

Contact information for the recommended change:

Name: Alok Johri   Email: johria@mcmaster.ca   Date submitted: 9/30/24

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
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2. An electronic version of this form (must be in MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).

3. A representative from the department is **required to attend** the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed. |

DEPARTMENT	Economics
NAME OF PROGRAM and PLAN	MA in Economic Policy
DEGREE	**Masters**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*				
Is this change a result of an IQAP review? ☐ Yes ☒ No				
Creation of a New Milestone ☐				
Change in Admission Requirements		**Change in Comprehensive Examination Procedure**	**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar	**EXPLAIN:** We found a discrepancy in calendar copy and practice.			
Other Changes:	**Explain:**			

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Describe the existing requirement/procedure: Our calendar says the following:

M.A. Degree in Economic Policy

Required Courses

Candidates for the M.A. in Economic Policy must complete eight half-courses. The following five half-courses are required for all candidates:

ECON 727 / Microeconomic Theory for Public Policy

ECON 728 / Macroeconomic Theory for Public Policy

ECON 761 / Econometrics I

ECON 773 / Economic Policy Analysis I

ECON 774 / Economic Policy Analysis II

Additional Information

ECON 761 may be waived if equivalent work has already been completed by the student in undergraduate course work. A student's claim to have completed equivalent work will be tested by examination at the beginning of the academic year. Students who have previously taken 4g03 or equivalent must take 761. Students who wish to take 761 who have not taken 4g03 or equivalent will take a pass/fail exam prior to entering 761. If they do not pass the exam they must take 6G03.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

We would like to make two clarifying changes.

1. While the calendar refers to two possible econometrics courses (761 and 6G03), it does not clarify that the program will decide which one of the two must be taken. This streaming has been part of the program for years, but I noted this lack of clarity this year.
2. We would like to introduce more clarity around the three elective options available to MAEP students, building on language used in the MA Economics description.

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Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

This past year a number of MAEP students were confused about what courses they could take and I tracked down the problem to the calendar which is less precise than our departmental page.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

As soon as possible.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):

Please see the attached document.

Contact information for the recommended change:

Name: Alok Johri   Email: johria@mcmaster.ca   Date submitted: 9/30/24

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

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3. A representative from the department is **required to attend** the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT	Social Sciences		
NAME OF PROGRAM and PLAN	Master of Public Policy		
DEGREE	**Master of Public Policy (MPP)**		
NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)* **Is this change a result of an IQAP review?** ☐ Yes ☒ No			
Creation of a New Milestone ☐			

Change in Admission Requirements		Change in Comprehensive Examination Procedure		Change in Course/Program Requirements	X
Change in the Description of a section of the Graduate Calendar	X	**EXPLAIN:** **Students must successfully complete PUBPOL 701 to remain in the program. Students must also complete PUBPOL 704 and PUBPOL 705 to fulfill the degree requirements.**			
Other Changes:		**Explain:**			

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Describe the existing requirement/procedure:

To date, students have had to complete all of the offered courses in order to complete the degree, including PUBPOL 701, 704 and 705. Remedial decisions for students who failed any of the seminar or skills labs courses have been ad-hoc. Occassionally, students have had the opportunity to submit an assignment late, or 'make up' a final assignment through resubmission. In the interim, an INC grade was granted. In some instances, students returned the following year to re-take a course in its entirety (e.g. PUBPOL 705 – Policy Capstone).

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

The recommended change includes two components:

First, we have desinated three core courses that students must complete in order to earn the degree and for which we will not offer remediation. Those courses include PUBPOL 701 as the first and foundational course in the program and for which students must successfully complete or they will not have sufficient foundations to proceed through the program. The other two courses, PUBPOL 704 and 705, are also important demonstrations of the key concepts and ideas of the program, but can be completed at a later date (retaken) if initially unsuccessful.

Second, we are concurrently creating two Special Topics courses (one is 3-units and the other is 1.5 units) as an option for the remediation for the remainder of the courses offered in the program. In the past, we have used a Special Topics course to supplement the course credit for a graduate seminar that was failed by a student (with extentuating circumstances). We want to reserve this option to preserve flexibility.

Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

This is unrelated to review. Rather, as the program has matured, we see an opportunity to clarity whether and when remediation pathways are available to students upon their failure

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in a class. This will assist Professors and Instructors with their planning. It will also clarify for students where they will have to re-take a course or may have the option to submit supplemental work, or whether failure results in their termination as a student (PUBPOL 701).

- We have looked at other programs (physiotherapy) for guidance.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

For us, ideally it would be spring 2025, which coincides with the start of our next scholastic year (we fall outside of the traditional academic year). We can update the student calendar and course syllabi (as well as relevant sessional posting) accordingly.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

Worth noting: We currently offer students the ability to petition for a waiver based on existing competencies, but have only ever granted a waiver for the Project Management Skills Lab (PUBPOL 756). In these instances, the student held the Project Management Professional (PMP) certification. We are able to work with SGS to amend the number of required units for graduation when/if this has been the case.

Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):

The current calendar does not note any remediation pathways:
https://academiccalendars.romcmaster.ca/preview_program.php?catoid=45&poid=23674

Our proposed text is as follows:

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Students must successfully complete PUBPOL 701 to remain in the program. Students must also complete PUBPOL 704 and PUBPOL 705 to fulfill the degree requirements. Failure of 704 or 705 will require re-taking the course.

Contact information for the recommended change:

Name: Vass Bednar Email: vass.bednar@mcmaster.ca Date submitted: September 30, 2024

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

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DEPARTMENT	Social Sciences
NAME OF PROGRAM and PLAN	Master of Public Policy (MPP) *in Digital Society*

DEGREE	**Master of Public Policy (MPP)**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	X
Change in the Description of a section of the Graduate Calendar	X	**EXPLAIN:** The current 'core' MPP is THE MPP 'in Digital Society." The degree granted is "MPP" and the specialization is indicated in additional text. With the addition of a new 'stream' in the MPP (Housing) part of the suite of material put forward to this GCPC.			
Other Changes:		**Explain:**			

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Describe the existing requirement/procedure:

*The existing requirements are all accurate and do not need to change. Rather, we need to indicate something like: 'Students in the MPP in Digital Society will complete the following courses:" and then we could list: PUBPOL 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 740, 741, 742, 750, 751, 753, 754, 757, 758. The co-op stream remains optional (PUBPOL 712).

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

As above.

Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

Clarifies courses required for the MPP in Digital Society against the new stream.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Spring/Summer 2025. This is outside of the traditional academic year, but would co-incide with the introduction of these streams.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

No, this is simply clarifying.

Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):

The current course listings could stay the same.

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- **Core MPP**

Students in the MPP in Digital Society will complete the following courses: PUBPOL 701, 702, 704, 705, 706, 709, 711, 740, 741, 742, 750, 751, 756, 757. The co-op stream remains optional (PUBPOL 712).

- **Digital Society specialization**

Students in the MPP in Digital Society will complete the following courses: PUBPOL 703, 707, 708, 753, 754. The co-op stream remains optional (PUBPOL 712).

- **Housing Policy specialization**
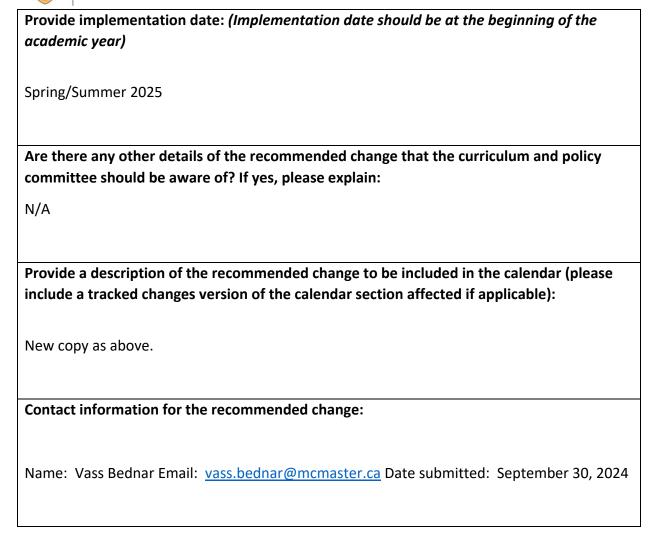
Students in the MPP in Housing Policy will complete the following additional courses: PUBPOL 712, 713, 758, 760.

Contact information for the recommended change:

Name: Vass Bednar Email: vass.bednar@mcmaster.ca Date submitted: September 30, 2024

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

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DEPARTMENT	Social Sciences
NAME OF PROGRAM and PLAN	Master of Public Policy
DEGREE	**Master of Public Policy (MPP)**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*						
Is this change a result of an IQAP review? ☐ Yes ☒ No						
Creation of a New Milestone ☐						
Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**		X
Change in the Description of a section of the Graduate Calendar	X	**EXPLAIN:** This amendment would clarify the courses required to qualify for the MPP 'in Housing Policy' stream.			
Other Changes:	**Explain:**					

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Describe the existing requirement/procedure:

Currently, the MPP only has one stream, and that is in 'Digital Society.' We are expanding to add one in Housing Policy.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

- **Core MPP**

Students in the MPP in Digital Society Program will complete the following courses: PUBPOL 701, 702, 704, 705, 706, 709, 711, 740, 741, 742, 750, 751, 756 757. The co-op stream remains optional (PUBPOL 712).

AND:

Students in the MPP in Housing Policy (stream) will complete the following additional courses: PUBPOL 712, 713, 758, 760.

Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

Expanding the MPP by capitalizing on existing strengths at McMaster and solving for a demonstrated gap in policy education.

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Provide implementation date: *(Implementation date should be at the beginning of the academic year)*   Spring/Summer 2025
Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain: N/A
Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):   New copy as above.
Contact information for the recommended change: Name: Vass Bednar Email: vass.bednar@mcmaster.ca Date submitted: September 30, 2024

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

Ottawa, August 29 2024

James R. Dunn
McMaster University, Hamilton
Health, Aging & Society
Kenneth Taylor Hall, Room 225
Hamilton, ON L8S 4M4

Dear Jim,

I am writing to express support for the expansion of the housing curriculum at McMaster University. We have been informed that McMaster University is considering developing new programs on housing, and it is my opinion that such an initiative would be beneficial to the housing data, research, and policy community.

Since the Budget 2017 investments in housing data and research, meaningful improvements have taken place in terms of the production, dissemination, and analysis of housing data. Those investments have allowed Statistics Canada and the Canada Mortgage and Housing Corporation to develop new sources such as the Canadian Housing Survey and the Social and Affordable Housing Rental Market survey. They have also supported the creation of important research hubs such as the one you lead and the Housing Research Collaborative at the University of British Columbia. There however remains important gaps in terms of post-graduate training on housing. As a result, agencies like Statistics Canada must train new graduates on the housing subject matter since few universities provide curricula on the topic. We have also witnessed relatively low uptake of housing microdata in the post-graduate community, potentially as a result of a skills and training gap.

I thus encourage McMaster University to consider opportunities to improve the training of the next generation of housing practitioners, to allow for an integrated vision of economic, social and environmental domains through a housing lens. The traditional approaches to training – that is seeing housing as a part of other domains such as the macroeconomy, health or social sciences, rather than a focus of its own – do not provide the tools necessary for today's housing challenges.

I would also like to thank you for the input and support that McMaster's Canadian Housing Evidence Collaborative has provided to our housing programs throughout the years.

Sincerely,

Jean-Philippe Deschamps-Laporte, PhD
Acting Assistant Director
Centre for Income and Socio-Economic Well-being Statistics
Social, Health and Labour Statistics Field

19 August 2024

James R. Dunn, Ph.D.
Associate Dean, Research
Faculty of Social Sciences, McMaster University
1280 Main Street West
Hamilton, Ontario L8S 4L8

Dear Dr. Dunn,

I am writing to express support for the inclusion of a housing-specific stream within the Master's in Public Policy program at McMaster University. Given the magnitude and complexity of housing challenges across the country, and the need to scale up the research field in the area, this initiative is both timely and essential.

Housing is a critical issue that affects the well-being of individuals and communities across Canada. The challenges related to affordable housing and sustainable urban development are long term and complex. Addressing these issues requires a comprehensive understanding of public policy, economics, social outcomes, and urban planning.

Including a housing-specific stream to the Master's in Public Policy program can play a pivotal role in preparing the next generation of policymakers, researchers, and practitioners who are equipped to tackle these pressing challenges. A specialized stream would provide students with the knowledge and skills needed to develop innovative solutions and contribute to the creation of effective housing policies.

We will be pleased to explore what support CMHC and its representatives can bring to this program, including guest lectures and other in-kind participation. We also hire student interns through a competitive process that provides students with the opportunity to gain work experience related to their field of study. Our internship program is key to developing our talent pipeline and workforce of the future. Housing-specific studies strengthen the capacity of the talent we seek.

I look forward to hearing about your plans coming to fruition. Feel free to contact me if you require any further information regarding support.

Best regards,

Mathieu Laberge
Senior Vice President, Housing Economics and Insights

Deputy Minister of Housing,
Infrastructure and Communities

Sous-ministre de Logement,
Infrastructures et Collectivités

Ottawa, Canada
K1P 0B6

August 19, 2024

Jeremiah E. Hurley,
Associate Dean, Faculty of Social Sciences
McMaster University
1280 Main Street West
Hamilton, Ontario L8S 4L8

Dear Jeremiah E. Hurley:

This letter is provided to express my support for the creation of a Master of Public Policy (MPP) degree stream focused on housing policy at McMaster University. Housing is a central component of society. Its availability, affordability and sustainability have deep implications for the social and economic organization of communities. The need to understand housing policy is enduring, as the present housing crisis underscores the continued need for engagement on housing.

Housing, Infrastructure and Communities Canada has been responsible for providing housing policy advice to the federal government for a little over one year. In that short time, I have come to know the complexity of this policy space, which requires deep interdisciplinary knowledge of city planning, land use policy, the housing construction industry and more. Housing policy merits academic focus and rigour in its own right.

To date, I understand that no Canadian university has a dedicated degree stream educating students on housing policy. Only individual courses, often not permanently offered, exist in schools of public policy on the topic. Canada lags behind many of its G7 peers in that regard. Elite universities such as the Harvard Graduate School of Design, the Weitzman School of Design at the University of Pennsylvania and the University of Glasgow all have graduate programs dedicated to housing policy. Now, more than ever, young professionals are needed to undertake comprehensive research and support robust policy analysis on housing issues from an interdisciplinary and distinctly Canadian perspective.

Canada

A program that serves to equip young housing policy professionals for job opportunities would be beneficial to all levels of government, where such expertise is greatly needed. I wish you the best of luck with this endeavour.

Sincerely,

Kelly Gillis
Deputy Minister of Housing, Infrastructure and Communities

> **Caution:** External email.

Aaniin/Boozhoo/Good Morning Jim. Chi-Miigwetch/Thank you for this email message.

Please note that the Housing Secretariat Division of the City of Hamilton supports this work. The need for housing experts within the homelessness and housing sector is crucial. Very often it is hard to find individuals that have experience, let alone the technical knowledge from a college or university. In addition, most political science-based programs do not have a focus on housing. Given that the nation, and world-wide we are experiencing a housing crisis, this type of program is very much needed.

As the first Housing Secretariat within the City of Hamilton, I too would love an opportunity to have staff from our city division partake in this course when it becomes available.

Chi-Miigwetch/Marci/Merci/Thank you,

Justin Lewis (He/Him)
Director, Housing Secretariat
Healthy and Safe Communities
City of Hamilton
O (905) 546-2424 Ext.4026
C (289) 442-4823

Hamilton

Housing Secretariat | City of Hamilton

Métis from Northern Ontario, working within the City of Hamilton, which is situated upon the traditional territories of the Erie, Neutral, Huron-Wendat, Haudenosaunee and Mississaugas. This land is covered by the Dish with One Spoon Wampum Belt Covenant, which was an agreement between the Haudenosaunee and Anishinaabek to share and care for the resources around the Great Lakes. We further acknowledge that this land is covered by the Between the Lakes Purchase, 1792, between the Crown and the Mississaugas of the Credit First Nation.

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.
2. An electronic version of this form (must be in MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).
3. A representative from the department is **required to attend** the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT	School of Social Work
NAME OF PROGRAM and PLAN	Critical Analysis (CSOCWRKMSW) Critical Leadership in Social Services and Communities (CRTLEADMSW)
DEGREE	**MSW**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No
Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	X
Change in the Description of a section of the Graduate Calendar	X	**EXPLAIN:** Change to "one of" required course selection.			
Other Changes:	**Explain:**				

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Describe the existing requirement/procedure:

Students in both MSW academic plans have a choice of **"one of"** SOCWORK 740 / *Changing Social Service Organizations: Implications for Workers & Service Users*; **SOCWORK 721** / *Changing Communities: Tensions and Possibilities for Citizenship and Social Justice*; or **SOCSCI 708** / *Critical Approaches to Community Based Research*, or a graduate-level course linked with the student's program of study offered by Social Work OR by another department or academic unit (provided that permission has been obtained from those departments or academic units, and School of Social Work's Graduate Chair).

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Replace **"one of"** course selection Socwork 740 / *Changing Social Service Organizations: Implications for Workers & Service Users* **with** Socwork 722 / *Advanced Topics in Social Work*.

Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

Students in the MSW program must take **one of three** courses that consider specific contexts of social work practice. Socwork 721 considers community contexts. SocSci 708 considers Community-Based Research. The new special topics course will consider digital technologies and virtual social work practices.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 2025.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

N/A

Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):

And one of:

- ~~SOCWORK 740 / Changing Social Service Organizations: Implications for Workers & Service Users~~

- SOCWORK 722 / Advanced Topics in Social Work

- SOCWORK 721 / Changing Communities: Tensions and Possibilities for Citizenship and Social Justice

- SOCSCI 708 / Critical Approaches to Community Based Research

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OR

A graduate-level course linked with the student's program of study offered by Social Work OR by another department or academic unit (provided that permission has been obtained from those departments or academic units, and School of Social Work's Graduate Chair).

Contact information for the recommended change:

Name: Ameil Joseph   Email: ameilj@mcmaster.ca   Date submitted: September 24, 2024

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.
2. An electronic version of this form (must be in MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).
3. A representative from the department is **required to attend** the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT	School of Social Work	
NAME OF PROGRAM and PLAN	Critical Leadership in Social Services and Communities	
DEGREE	**Graduate Diploma**	

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☐ Yes ☒ No

Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			
Other Changes:	X	**Explain:** Cancellation of program (CRITLEADIP).			

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Describe the existing requirement/procedure:

N/A

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

Graduate Diploma in Critical Leadership in Social Services and Communities Calendar program cancellation.

Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

Low enrolment.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

September 2025.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

All students who were in the program have completed their degree.

Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):

Please delete Graduate Diploma in Critical Leadership program section of the Calendar.

Existing Calendar wording with track changes:

~~Graduate Diploma in Critical Leadership in Social Services and Communities~~

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This Graduate Diploma is designed for people who have an MSW or an MA and who are currently providing formal or informal leadership in social services or communities. It offers critical analyses and conceptual frameworks about changing conditions in social services and communities (with particular attention to evidence-based practice, audit and accountability); a range of models for progressive and transformative leadership, and opportunities to reflect on leadership practice with respected local leaders; opportunities to share knowledge with people who are engaged in the daily work of leading and sustaining progressive public services.

Candidates are enrolled on a full-time or part-time basis. Full-time students will complete the program in twelve consecutive months of study, beginning in September. Part-time students will normally be expected to complete the diploma in two years.

Curriculum

Students take one of three courses that consider specific contexts of social work practice: institutional contexts (SOC WORK 740), community contexts (SOC WORK 721) or community-based research (SOCSCI 708). They take two courses focused explicitly on aspects of leadership: a theory and praxis course, and a course focused on leadership specifically in the contexts of contemporary social services and communities. Their final course considers critical approaches to evidence and evaluation, a key feature of contemporary leadership.

Students will be required to complete four (4) half courses; three required and one elective which include:

Three Required Courses:

- SOC WORK 741 / Changing Social Services, Changing Communities: Focus on Leadership
- SOC WORK 742 / Organizational and Social Change: Theories, Practices and Possibilities for Leadership
- SOC WORK 743 / Critical Approaches to Evidence and Evaluation in Social Services & Communities

One Elective Course:

One of:

- SOC WORK 740 / Changing Social Service Organizations: Implications for Workers and Service Users
- SOC WORK 721 / Changing Communities: Tensions and Possibility for Citizenship and Social Justice
- SOCSCI 708 / Critical Approaches to Community Based Research
- OR
  a graduate level course linked with the student's program of study offered by Social Work OR by another department or academic unit (provided that permission has been obtained from those departments or academic units, and School of Social Work's Graduate Chair).

Additional Comments

1. Students entering the Critical Leadership in Social Services and Communities diploma program who have already successfully completed SOC WORK 721 in their previous master's degree, must

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take either ~~SOC WORK 740~~, ~~SOCSCI 708~~ or an elective (in the School of Social Work or in another department) approved by the School of Social Work's Graduate Chair.
~~Students entering the Critical Leadership in Social Services and Communities graduate diploma program who have already successfully completed Soc Work 743 may receive advanced credit if approved by the School of Social Work's Graduate Chair.~~

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Graduate Diploma in Critical Leadership in Social Services and Communities

Formatted Table

Return to: Faculty of Social Sciences

This Graduate Diploma is designed for people who have an MSW or an MA and who are currently providing formal or informal leadership in social services or communities. It offers critical analyses and conceptual frameworks about changing conditions in social services and communities (with particular attention to evidence-based practice, audit and accountability); a range of models for progressive and transformative leadership, and opportunities to reflect on leadership practice with respected local leaders; opportunities to share knowledge with people who are engaged in the daily work of leading and sustaining progressive public services.

Candidates are enrolled on a full-time or part-time basis. Full-time students will complete the program in twelve consecutive months of study, beginning in September. Part-time students will normally be expected to complete the diploma in two years.

Admission

To be eligible for admission to the Critical Leadership in Social Services and Communities diploma program, applicants must have:

- A completed M.S.W. or M.A. degree with an average of at least an A- on whole degree. In exceptional circumstances, applicants with a B.S.W. or B.A. and an A- average on senior level undergraduate courses may apply if they have extensive leadership experience;
- Community or social service leadership experience.

Curriculum

Students take one of three courses that consider specific contexts of social work practice: institutional contexts (SOC WORK 740), community contexts (SOC WORK 721) or community-based research (SOCSCI 708). They take two courses focused explicitly on aspects of leadership: a theory and praxis course, and a course focused on leadership specifically in the contexts of contemporary social services and communities. Their final course considers critical approaches to evidence and evaluation, a key feature of contemporary leadership.

Students will be required to complete four (4) half courses; three required and one elective which include:

Three Required Courses:

- SOC WORK 741 / Changing Social Services, Changing Communities: Focus on Leadership
- SOC WORK 742 / Organizational and Social Change: Theories, Practices and Possibilities for Leadership
- SOC WORK 743 / Critical Approaches to Evidence and Evaluation in Social Services & Communities

One Elective Course:

One of:

- SOC WORK 740 / Changing Social Service Organizations: Implications for Workers and Service Users
- SOC WORK 721 / Changing Communities: Tensions and Possibility for Citizenship and Social Justice

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- ~~SOCSCI 708 / Critical Approaches to Community Based Research~~
- ~~OR~~

   ~~a graduate level course linked with the student's program of study offered by Social Work OR by another department or academic unit (provided that permission has been obtained from those departments or academic units, and School of Social Work's Graduate Chair).~~

~~Additional Comments~~

_____

2. ~~Students entering the Critical Leadership in Social Services and Communities diploma program who have already successfully completed~~ ~~SOC WORK 721~~ ~~in their previous master's degree, must take either~~ ~~SOC WORK 740~~~~,~~ ~~SOCSCI 708~~ ~~or an elective (in the School of Social Work or in another department) approved by the School of Social Work's Graduate Chair.~~

~~3.~~1. ~~Students entering the Critical Leadership in Social Services and Communities graduate diploma program who have already successfully completed Soc Work 743 may receive advanced credit if approved by the School of Social Work's Graduate Chair.~~

Contact information for the recommended change:

Name: Ameil Joseph Email: ameilj@mcmaster.ca Date submitted: September 24, 2024

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

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Recommendation for Change in Graduate Curriculum – For Change(s) Involving Degree Program Requirements / Procedures / Milestones

Please read the following notes before completing this form:
1. This form must be completed for all changes involving degree program requirements/procedures. All sections of this form must be completed.
2. An electronic version of this form (must be in MS WORD not PDF) should be emailed to the Assistant Secretary, School of Graduate Studies (cbryce@mcmaster.ca).
3. A representative from the department is **required to attend** the Faculty Curriculum and Policy Committee meeting during which this recommendation for change in graduate curriculum will be discussed.

DEPARTMENT	Sociology
NAME OF PROGRAM and PLAN	Stream in Social Psychology (Mosaic GSSMA; plan socispma).
DEGREE	**M.A.**

NATURE OF RECOMMENDATION *(PLEASE CHECK APPROPRIATE BOX)*
Is this change a result of an IQAP review? ☒ Yes ☐ No
Creation of a New Milestone ☐

Change in Admission Requirements		**Change in Comprehensive Examination Procedure**		**Change in Course/Program Requirements**	
Change in the Description of a section of the Graduate Calendar		**EXPLAIN:**			

Other Changes:	x	**Explain:** Delete the stream as an option for the M.A. program.

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Describe the existing requirement/procedure:

Students may choose from one of two coursework options.

1. Degree requires completion of eight sociology graduate courses including one course in sociology methods and one in theory.
2. Must complete two of the following courses related to the stream:
    Sociol 702: Selected Topics in Sociological Social Psychology
    Sociol 704: Deviance and Social Problems
    Sociol 711: Sociological Perspectives in Social Psychology
    Sociol 718: Sociology of Work and Occupations
    Sociol 726: Social Psychology of Colonialism and Decolonization
    Sociol 755: Individual and Society
    Sociol 758: Sociology of Race and Ethnicity.
3. Students must consult with their Graduate Advisor to ensure they enrol in courses that satisfy the requirements.

Provide a detailed description of the Recommended Change *(Attach additional pages if space is not sufficient.)*

The Department would like to cease offering the "stream in social psychology."   The current coursework option, the major research paper option and the thesis option would not be affected by this request. The department research areas and PhD comprehensive area remain unaffected by this decision.

Reasons for the Motion

Faculty Complement

-   There are several courses we have to offer on an annual basis to meet the requirements of the stream. Our faculty complement has changed since 2015 when the stream was created. Five of the original faculty have retired.
-   Three of the current five faculty are cross-appointed limiting availability for gradate teaching in the stream.
-   The need to cover required graduate and undergraduate methods and theory courses also limits availability to teach courses dedicated to the stream.
-   Faculty currently offering courses for the stream may wish to teach courses beyond these requirements.

Student Comments & Experiences

-   The Social Psychology Stream was originally introduced to increase interest amongst potential MA students. There is no evidence that this has been effective.

- Many students have reported that they feel misled about what the stream offers and what it provides. This is particularly true for the students coming from the FSS Social Psychology program.
- Students in the IQAP focus group reported that they wanting to see more variety in offerings related to Social Psychology and that the stream seemed to be very anchored in Sociology with some Social Psychology included but not enough to be considered a separate stream.
- Student choice of the stream vs coursework option (in program) seems to be based on the course selection available rather than interest[1].
- The Social Psychology Stream has not been acknowledged on the degree parchment since 2021. MA alumni have expressed dissatisfaction with this lack. On the transcript the steam is shown as "Sociology – Social Psychology – MA (course based)" vs "Sociology – MA (Course based)."

1. Our information is based on informal polls conducted by the Graduate Student Caucus, and reports by Graduate Committee Student Representatives over the past three years.

Rationale for the Recommended Change (How does the requirement fit into the department's program and/or tie to existing Program Learning Outcomes from the program's IQAP cyclical review?):

The stream was reviewed during the 2022-23 IQAP. Reviewers recognized that the stream is a mismatch as it is not interdisciplinary like the B.A. program in Social Psychology. It also was pointed out that the stream is understaffed despite student interest and that it should either be strengthened or eliminated. As available faculty complement is limited, elimination is logical outcome. Again, faculty in this research area are either cross appointed or are needed to teach vital graduate methods courses.

Provide implementation date: *(Implementation date should be at the beginning of the academic year)*

Effective for Fall 2025/26 cohort (September 1 entrance). As an outcome, the Social Psychology stream would be removed as an admissions option in the fall 2024 competition.

Are there any other details of the recommended change that the curriculum and policy committee should be aware of? If yes, please explain:

Provide a description of the recommended change to be included in the calendar (please include a tracked changes version of the calendar section affected if applicable):

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https://academiccalendars.romcmaster.ca/preview_program.php?catoid=48&poid=24622&returnto=9556

B. (1) Course Work Option – stream in Social Psychology

A candidate must pass a minimum of eight half courses. Of these, at least one half course must be a course in Sociological Theory and another half course in Sociological Methods. In addition, students must complete two courses relating to social psychology (702, 704, 711, 718, 726, 755, 758). Other than SOCIOL 6Z03, no other 600-level courses are permitted. Students are limited to one supervised research course (SOCIOL 730, 731), or one half course in another department. Students may petition the Department Graduate Committee on a case-by-case basis for greater flexibility. All courses will normally be completed by the end of the summer term.

Contact information for the recommended change:

Name: Marisa Young Email: myoung@mcmaster.ca   Date submitted: April 3, 2024

If you have any questions regarding this form, please contact the Assistant Secretary, School of Graduate Studies, cbryce@mcmaster.ca

Graduate Council
Terms of Reference
SUBCOMMITTEE ON GRADUATE FINANCIAL SUPPORT

DRAFT: 1 November 2024

1. The Committee on Graduate Financial Support shall consist of five members, including the following membership:

Members
Committee Chair (an Associate Dean of Graduate Studies)
One Associate Deans (Graduate Studies)
Two Student Members of Graduate Council
One Faculty Member of Graduate Council

Observers
President, Graduate Students Association

Consultants
Director, IRA, or delegate
Senior Associate Registrar and Graduate Secretary, School of Graduate Studies
Manager, Finance and Administration, School of Graduate Studies

Three members of the Committee constitute a quorum.

2. The Secretary of the Committee shall be the Senior Associate Registrar and Graduate Secretary, or their delegate.

3. Members will be appointed for a two-year term. Students are appointed for a two-year term or until graduation or withdrawal from the University, whichever occurs sooner. The membership of the Committee will be appointed by the Vice-Provost and Dean of Graduate Studies in consultation with Associate Deans (Graduate Studies) from the Faculties. The Vice-Provost will ensure that all Faculties have representation on the Committee over a four-year period.

4. The powers and duties of the Committee are as follows:
- produce an annual report on aggregated financial support data from McMaster, in partnership with the Office of Institutional Research & Analysis, for Graduate Council. After consideration by Graduate Council, the data will be presented publicly in a dashboard format.
- consider questions arising from issues of financial support for graduate students at McMaster. Collective agreements are not within the scope of the committee's remit. When deemed appropriate, the Committee may make recommendations to Graduate Council.

November 2024 Graduate Council

Term Changes

The Anne Pitul Memorial Award

Current Terms:

Established in 2024 by Stephen Pitul, in loving memory of his wife, Anne Pitul. To be awarded to undergraduate or graduate students who demonstrate academic and/or research excellence within the Education Program in Anatomy. Expenditures from the fund should be guided at the discretion of the Program Director of the Faculty of Health Sciences Education Program in Anatomy.

Revised Terms:

Established in 2024 by Stephen Pitul, in loving memory of his wife, Anne Pitul. To be awarded to undergraduate or graduate students who demonstrate academic and/or research excellence within the Education Program in Anatomy. Expenditures from the fund should be guided at the discretion of the Assistant Dean of Anatomy in the Faculty of Health Sciences.

Reason for change:
The change in title of "Program Director of the Education Program of Anatomy" to "Assistant Dean of Anatomy" was caught, changed, and approved at UGC, November 5, 2024.

Note: This is an FHS award.