

Tuesday December 3rd at 9:00 am in GH-111

Present: S. Hranilovic (Chair), D. Trigatti, B. Newbold, K. McCallum, S. Hanna, F. Ma, M. Cino, K. Mattison, S. Heathorn, N. Carter, M. Heath, E. Grodek, T. Davidson, L. Parker, B. Milliken, Y. K. Shin, A. Prasad, A. Shakib, M. Verma, N. Wagner, E. Zhou, Y. Kim, C. Brendan, M. Rego, L. Side, Stephanie Baschiera (Senior Associate Registrar and Graduate Secretary), Christina Bryce (Assistant Graduate Secretary)

Regrets: K. Graham, F. Homid, A. Gadsden, P. Miu, K. Grandfield, M. Gough, T. Ruebottom

I. Opening Remarks

Dr. Hranilovic reported on the following items:

- Provincial Attestation Letters (PAL), noting no word on allocations but some clarity on how they'll be administered internally;
- November Convocation Ceremonies, noting the President's Award for Excellence in Graduate Supervision had been handed out at the ceremonies for the first time;
- A recent visit to the MBA programs at the Ron Joyce Center, highlighting feedback on how professional and course-based Masters are different from more traditional research-based programs;
- Colleges can now deliver professional or applied Masters degree, noting that a number of proposals have been received by OCGS and highlighting overlap with programs at McMaster and related feedback.

II. Minutes of the meeting of November 12th, 2024

it was duly moved and seconded, **that the Graduate Council approve the minutes of the November 12th, 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. Newbold (Faculty of Science) reported on the following items:

- The upcoming Graduate Research Symposium for the Faculty;
- Hiring for the career position within the Faculty;
- The Redistribution Policy was passed through the Faculty Council.

Drs. Heathorn, Verma, Heath, Hanna had no report

V. Report from the Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:

- Work on the PAL process;
- Visa processing times, noting they're anywhere from 10-12 weeks and that they'd been advising programs to move up offers where possible;
- Strategies with the enrollment management group to keep applicants engaged ahead of registration;

Members discussed visa processing times, whether international Masters students needed a PAL to do their Ph.D., communication on students asking about the process, who can pay the deposit for an international graduate student, and work to manage/communicate with the applicant population before enrollment.

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

Dr. Hanna presented the change, noting that Medical Sciences had informally required students to do one seminar presentation and now they're making it a formal requirement with lots of opportunities for students to complete it.

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

The motion was **carried**.

VII. New Award and Changes to Award terms

It was duly moved and seconded, **'that the Graduate Council approve the new award as described in the document.'**

The motion was **carried**.

VIII. Report from the Ombuds Office

Carolyn Brendan presented the report, highlighting the role of the office and the advocacy it provides. The report includes statistics year over year and highlights the most prevalent issues students came to the office with.

Members discussed professionalism policies reference in the report, the intersection between funding pressures and tasks graduate students are asked to conduct, and the importance of communicating lab expectations from the outset.