

Tuesday March 11th at 9:00 am in GH-111

Present: S. Hranilovic (Chair), B. Newbold, A. Prasad, A. Shakib, F. Homid, D. Trigatti, M. Gough, K. Mattison, M. Heath, I. Jahan, T. Ruebottom, M. Verma, N. Carter, E. Grodek, N. Wagner, L. Parker, K. Grandfield, F. Ma, B. Milliken, K. McCallum, D. Emslie, T. Davidson, Y. Kim, A. Gadsden, A. Cole, C. Bryce (Assistant Graduate Secretary), S. Baschiera (Senior Associate Registrar and Graduate Secretary)

Regrets: C. Chakraborty, S. Hanna, M. Cino, C. Biruk, P. Miu

I. Opening Remarks

Dr. Hranilovic reported on the following items:

- The PAL process, noting a number had been allocated already;
- Supports for international applicants in the Student Affairs office;
- A meeting with the administrators in the Faculty of Engineering, noting an upcoming visit to the Faculty of Health Sciences.

Members discussed the PAL allocation process and conversion rates.

II. Minutes of the meeting of February 11th, 2025

Regarding the portion of the minutes concerned with the Graduate Calendar Administrative Section Updates, a member noted that there was a reference to 4 year 'masters' where 'bachelors' should have been written.

It was duly moved and seconded, **'that the Graduate Council approve the minutes of the February 11th, 2025 meeting, as circulated with the amendment noted.'**

The motion was **carried**.

III. Business arising

There was no business arising.

IV. Report from the Associate Deans, Graduate Studies

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

- A Generative AI workshop that was well-attended, noting the Faculty is working on more professionalization activities.

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

- The Science GSA alumni social night;
- The annual Women in Science and Engineering event.

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

- Work on the recruitment team to make offers to incoming students.

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

- A Graduate Program Open House in the JHE lobby;
- The semi-annual Engineering Graduate Student Society meeting, noting record turnout.

V. Report from the Senior Associate Registrar and Graduate Secretary

Ms. Baschiera reported on the following items:

- The turnaround time for offers of admission;
- The establishment of a process for PALs for in-course students;
- Review of the deferral process as it relates to PALS, noting that they're trying to figure out where the allocation sits;
- Work with the strategic enrollment management group, noting that the purpose of the group is to focus on conversion of applicants to students and then retention;
- Work with research security to refine process for how applications are being reviewed;
- Work on a technical solution for Indigenous applicant verification.

Members discussed the PAL process for students changing levels.

VI. Faculty of Business Graduate Curriculum and Policy Committee Report

Dr. Verma presented the following items for approval:

- The Business Ph.D. program proposed a change to the admission requirements to indicate focus edition of GMAT;
- The Master of Finance program proposed three changes:
 - To admission requirements, creating alternatives to GMAT and GRE to determine quantitative preparedness;
 - An update to the list of elective options;
 - The creation of a specialization in financial analytics.
- The formalization of the GMAT/GRE waivers process for the MBA co-op and full-time streams, where each applicant is reviewed to determine whether the GMAT/GRE requirement can be waived, noting they've been monitoring the performance of applicants since the pilot waiver review process has been in place;
- The accounting specialization is not currently being offered so it is being removed from the calendar;
- Increasing the minimum work experience requirement for admission in the full-time stream of the MBA program from 12 months to 2 years to better segment the applicants;
- The addition of a new co-op course where students are going to acquire the skills necessary for success;
- A change to course requirements to include a new required course for the EMBA program, in response to a recommendation from their IQAP review.

Members discussed the staffing requirement for the GMAT/GRE waivers.

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**.

VII. Faculty of Science Graduate Curriculum and Policy Committee Report

Dr. Newbold presented the following items for approval:

- A dual degree stream with an international partner for the Mathematics and Statistics M.Sc., designed to allow students to spend their second year at the international partner institution and for students from that school to come to McMaster;
- A new required colloquium course for the Chemistry graduate programs;
- An updated to a stream name for the Radiation Sciences graduate programs;
- A change to course requirements for PhD physics to add an additional core course option for students.

With respect to the dual degree stream, Dr. Hranilovic noted another existing dual degree option at McMaster and highlighted that in these options they’re ensuring McMaster degree requirements are met and that the streams are a curricular mechanism for internationalization.

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

The motion was **carried**.

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

Dr. Heath presented the item for approval, noting that Religious Studies proposed the addition of a new area of study in Theory, Religion and Politics and deleting two others. This provides a better complement with current Faculty and provides a better options for students to take their major and minor area courses.

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

The motion was **carried**.

IX. New Scholarships

Dr. Hranilovic highlighted Dr. Brash as pioneer of biomedical engineering.

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

The motion was **carried**.

X. Revision to the Graduate Course Management Policy

Dr. Hranilovic noted a minor revision was required to the policy, highlighting that in subsection c (referring to the requirements for a graduate course outline) a line was added about including cost of course materials. The requirement to include this language is a new Ministry directive. He noted that this also impacts undergraduate courses and that there would be a parallel change at that level.

It was duly moved and seconded, **'that Graduate Council approve the revision to the Graduate Course Management Policy as set out in the document.'**

The motion was **carried**.

XI. GEMS Project

Dr. Hranilovic noted that the GEMS Project was an initiative launched in SGS with support of other units and is intended to arm supervisors with skills they need to ensure graduate students and post docs have a path to success. He highlighted Andrea Cole as the project manager in SGS and Dr. Bruce Newbold who will be bringing the academic and supervisor perspective.

Ms. Cole presented more information on the project, noting it was years in the making and that the topic of supervision is a perennial one, highlighting the work of a previous working group of graduate Council. She noted that they had done a lot of connecting with the student community to formulate the project and presented members with an overview of the goals, project timeline and sample module topics.

Members discussed the proposed assessment and course modality, the scope of the courses (noting the different hats graduate students wear), and different ways to recognize a supervisor who has completed the modules.