

Senate Graduate Studies Committee (SGSC)
Annual Report to Senate
May, 2008

The Senate Graduate Studies Committee (SGSC) met eleven times during the period September 2007 to May 2008. During these meetings, the Committee actively tackled several issues relating to graduate studies at Brock University. They are presented in greater detail below.

A. Major policy issues developed during the year: The following significant policy issues were developed during the year:

1. Faculty Handbook Sections 14.4 and 14.7: A major issue that had remained undecided at the end of the year 2006-2007 related to certain highly significant aspects of graduate studies. Specifically, these are the issues currently embodied in Section 14.7 of the Faculty Handbook relating to Graduate Supervision, Exit Requirements and Thesis Defences; and Section 14.4 of the Faculty Handbook relating to Graduate Degrees. After much active discussion, debate and refinement, both of these were forwarded to Senate and approved by Senate.

2. Proposal for New Programs: The Committee also reviewed and approved proposals for the following new programs. These proposals were sent to Senate to be forwarded to OCGS for approval:

- a. PhD in Applied Health Sciences
- b. MA in Critical Sociology

B. Items regularly discussed during the year: The following items were discussed on a regular basis:

1. Monthly reports from the Dean of Graduate Studies, Dr. Marilyn Rose.

The Dean apprised the Committee of developments regarding the issues noted below. The Committee discussed the implications of these issues for graduate studies at Brock.

- new Graduate Program development
- Graduate Program procedures
- University-wide Graduate initiatives
- Graduate enrolment
- Academic Plan (Brock 2014)

- the OCGS Van Loon Quality Assurance Report on the Ontario Council on Graduate Studies (OCGS) as well as the formation of the COU (Council of Ontario Universities) Task Force on Implementation of the Van Loon Report. The Committee presented an overview of the Van Loon Report to Senate for information.
- OCGS appraisals and reviews,
- the “Mapping the New Knowledges” 2008 Graduate Conference
- Faculty-based budgeting
- Performance indicators relating to graduate studies at Brock
- the Graduate Funding Review Committee
- External scholarships
- Annual Meeting of Graduate Faculty
- Theses
- Graduate Program Handbooks
- the MTCU (Ministry of Training, Colleges and Universities, Ontario) Graduate Expansion Report

2. Additional items discussed and reviewed on a regular basis: In addition to the issues outlined above, the following were discussed at the SGSC on a regular basis:

- Academic Plan (Brock 2014)
- issues relating to Interdisciplinary Graduate Programs. The Committee moved to strike an ad-hoc Committee to further examine Interdisciplinary Program issues.
- Academic Integrity policy
- International Student Fees and Funding
- Library updates
- the role of the Graduate Program Director
- University Student Medical Certificate
- Graduate student parking.

The Committee reviewed and approved twenty-seven 2008-09 Graduate Program Calendar submissions as well as late additions/changes to the 2007-08 Calendar.

C. The Sub-Committees of the SGSC: The SGSC comprises of four sub-committees. The work that these sub-committees do is extremely valuable and adds greatly to the effectiveness of the SGSC in carrying out its mandate. The membership and achievements of the sub-committees are outlined below.

1. Graduate Calendar Review Sub-Committee: (Kamini Jaipal-Jamani, Vera Woloshyn, Ken Klassen, Gail Pepper). This sub-committee met five times during

the current period to review twenty-seven 2008-09 Graduate Program Calendar submissions. The sub-committee indicated where changes were required to these submissions prior to submitting the Calendar entries to SGSC for approval.

2. Policy Review Sub-Committee: (Brian Jeynes, Christine Daigle, Narnia Worth, Vera Woloshyn, Gail Pepper). This sub-committee met three times to review proposed Faculty Handbook entries. The sub-committee forwarded Section 14.7 (relating to Graduate Supervision, Exit Requirements and Thesis Defences) and Section 14.4 (relating to Graduate Degrees) to SGSC for its review and approval. In turn, the SGSC forwarded these sections to Senate, where they were both approved. The sub-committee also met to discuss and developed a draft FHB section on Graduate Examinations. The SGSC suggested modifications to the draft, which is expected to be returned to SGSC for approval. In addition, the sub-committee met and discussed a draft FHB policy relating to Academic Standing and Withdrawals. This item still requires further work and discussion at the sub-committee level prior to returning to SGSC for its consideration.

3. Library Sub-Committee: (Margaret Grove, Marilyn Rose, Barry Wright, Pamela Jacobs, Justin Carre, Gail Pepper). This sub-committee met twice and discussed Electronic Theses Submissions and the Open Access Institutional Repository, issues of great significance to graduate studies.

4. Graduate Awards Sub-Committee: (Brian Roy, Marilyn Rose, Gail Pepper, Andy Reynolds, Charlotte Sheridan). This sub-committee met four times to approve internal graduate awards.

D. Items to place on the agenda for 2008-2009: Brock University is in a state of transition in its quest to become a truly comprehensive university. As such, there are several issues with significant implications for graduate studies that need to be threshed out. These issues will be needed to be discussed (perhaps repeatedly) at the SGSC in order to enable it to recommend policies that would effectively contribute towards the achievement of the University's strategic goals with respect to graduate studies. Some issues that should be on the agenda for 2008-2009 include the Brock 2014 Academic Plan, the Van Loon Report, the issue of graduate student funding in general and international graduate student funding in particular, electronic theses submissions as well as the Open Access Institutional Repository, as well as efforts to continue with improvements to the Faculty Handbook sections on graduate studies. Another issue that will need to be visited several times in the future is that of determining at which stage in the proposal

development process for new graduate programs should the question of resources for such programs be addressed. In addition, it is necessary to determine who should be responsible for assessing whether a proposed program is adequately provided for in terms of resources.

E: Acknowledgements: I would like to acknowledge the immense help I received from all of the members of the SGSC. Without their help, I would have been hard pressed to fulfill my responsibilities as Chair of the Senate Graduate Studies Committee. In particular, I would like to thank Professor Miriam Richards, Past Chair, whose leadership was truly inspiring, and from whom I learned a lot. My sincere thanks go to Dean Marilyn Rose for her constant support, sage counsel and unfailing good humour. I would like to express my deepest appreciation to Professor Brian Roy, Vice-Chair, who filled in for me very capably when I was out of the country. Heartfelt thanks go to Ms. Heather McGuinness for providing logistical support, and to Ms. Charlotte Sheridan for organizing the Awards Sub-Committee. I would like to express my sincere gratitude to Ms. Gail Pepper for the stupendous amount of work she does in keeping the SGSC functioning smoothly, her tremendous enthusiasm, the amazing support she provides, and her immense cheerfulness in the face of all odds. Last (but certainly not least) I would like to sincerely thank each and every member of the SGSC for the wonderful way they came together to support the functioning of the Committee. Together, we set out on a journey and achieved many milestones that we can be truly proud of.

Respectfully submitted,
Anamitra Shome
Chair,
Senate Graduate Studies Committee, 2007-2008