

(Approved May 18, 2011)

BROCK UNIVERSITY GRADUATE COUNCIL

Minutes of the Meeting of March 30, 2011 Sankey Chamber 2:00 pm

Present: J. Allard, D. Antwi-Amoabeng, K. Arnell, M. Berman, B. Butryn (for S. Sekel), D. Butz, C. Federici, F. Fueten, D. Hayes, M. Hennigar, S. Houghten, H. Junke, I. Makus, C. Merriam, B. Minor, T. Ogwang (for R. Dimand), R. Parker, G. Pepper, M. Plyley, M. Richards, M. Rose (Chair), S. Rothstein, D. Samson, C. Santos, S. Tilley, C. Ugolini (Admin Support), S. Vint, M. Webber, Xiaojian Xu (for J. Yuen)

Regrets: L. Duhaime, M. Feldman

Programs not Represented: Applied Disability Studies, Biotechnology, Child & Youth Studies, Educational Studies, Physics

1. Approval of Agenda - **MOVED** (K. Arnell/M. Hennigar) that the Agenda of March 30, 2011 be approved. **CARRIED**
2. Approval of Minutes of February 16, 2011 - **MOVED** (M. Plyley, M. Richards) that the Minutes of the meeting of February 16, 2011 be approved. **CARRIED**
3. Business Arising from Minutes

Regarding new kinds of programs, the Graduate Diplomas in Ontario Guide has been distributed to all Deans, Associate Deans, Provost and GPDs. The document was prepared by Meghan Junke in the Dean's office.
4. Dean's Report
 - a) The Dean's March Update was circulated to Graduate Council members prior to the meeting.
 - b) Mapping the New Knowledges: The April 14th all-day poster/oral presentations event will feature more than 70 presentations by graduate students. An e-mail will be sent shortly asking for chairs for the oral presentation sessions. The Conference Planning Committee was disappointed with the turnout for our very impressive Research Café on graduate students and the international experience. The student presentations were excellent and the faculty anchors for each panel superbly facilitative and professional. Your support is requested for our signature event in April. We do this for your students and they are appreciative of the opportunity, which enhances their CVs and applications. The program will be available very soon.

- c) Diploma Guide: the Guide has been prepared and circulated, and has been well-received as useful information for the development of new initiatives in this area at Brock. The Dean's Office continues to undertake research projects at the request of Faculties and programs considered new programs or revisions to current programming. Research initiatives underway include:
- Research for the Faculty of Business to support the development of a new MA program in Human Resources Management. Our role has been to supplement research on other programs available in this field and to offer advice on preparing their letter of intent.
 - Research for the Faculty of Business in regard to certain kinds of Accounting programs that they are interested in developing. This research is just beginning.
 - Research on Educational Doctorates – or “professional doctorates” for several of our Faculties and programs considering a move in that direction.
- d) Library Graduate Student Space: The Library has created research and study space on the 6th Floor designated for graduate students. Graduate students participated in focus groups last summer to help determine the features of the new space which include 22 large study carrels, 2 computer workstations, 38 bookable lockers, and bookable meeting space for up to 10 students. Dean Rose commended Margaret Grove for establishing this much needed space.
- e) Working Groups on Exit Requirements and International Student Experience are meeting as regularly as our schedules make possible.
- f) The Review of the Joint Canadian-American Studies program with the University of Buffalo is now scheduled for the end of April. This has been very complex to arrange as the review will take place on both campuses and will involve 3 reviewers. This appraisal is still under the OCGS review system, and not under the Quality Council.
- g) Access Copyright: Extremely complicated requests have ensued from Access Copyright during the interim agreement phase, which Brock has signed onto. It is difficult to know how Brock will navigate the copyright landscape either under the interim agreement or after that (probably) under a “fair use” arrangement. The issue crosses library, bookstore, teaching, and research areas – as a start. It cannot be handled by any one of these parental units (e.g. library, bookstore, CTLET, Research Services) and looks as though the University will need to hire a copyright expert with legal training to cover this off.
- h) Graduate Growth since 2005-6 (Reaching Higher period): Dean Rose was asked to prepare a summary document for the President for use in his advocacy for more funded graduate spaces. Noting that we need more PhD spaces that are funded, the Dean looked at 2011/12 and noted the following.
- Our trajectory has been careful and deliberate.

- By 2009-10, we had exceeded our domestic eligible Master's Ministry target of 634.6. In 2010-11 our enrolment corresponded with our space allotment.
- By 2009-10, it was clear that the demand for our PhD programs was increasing dramatically and that we would have to invest in that sector
- At present the demand for spaces in our doctoral program far exceeds our Ministry target. By 2010-11 we were carrying 25 unfunded doctoral students and each year that number is increasing. By 2011-12 we will have more than doubled the number of enrolments at the PhD level, and are approaching having as many unfunded as funded doctoral students.
- It needs to be noted that each unfunded PhD student that we admit costs the university almost \$50,000 over his or her 4-year program in basic, centrally-funded graduate fellowships alone. This does not take into consideration the cost of Research Fellowships provided by faculty members or of Graduate Assistantships (TA or RA) in addition to the graduate fellowships base.
- There are two kinds of unfunded PhD students. The Ministry does not offer funding (government grant) for international students at either the PhD or Masters level. Domestic PhD students beyond our very small allotment of spaces under Reaching Higher are also unfunded. For unfunded graduate students the university receives only tuition and no grant.
- Grants, based on BIU rates, are essential to the cost of educating PhD students. The current amount of grant for funded PhD students per year is \$26,711/FTE. In a sense, the income from grants that we do not receive for our unfunded PhD students is "lost income" for us – which explains why the President is advocating so fiercely for increased funded spaces for domestic PhD students at Brock.
- The alternative would be to admit no unfunded PhD students – i.e. to not exceed the number of PhD students for which we have funded spaces. This, however, would be contrary to our legitimate need for more PhD programs and students – both in terms of support for the research agenda of the university and in relation to our need to establish Brock University as a fully-fledged comprehensive institution with a mature and reputable graduate studies sector.
- All of this underscores the importance of filling and exceeding our Master's domestic eligible spaces. It is going to be extremely difficult for the President's advocacy to succeed if we cannot demonstrate that we have at least met the funded Masters allotment already provided to us.

Several points of view were expressed during ensuing discussion with regard to funding, grants, and fellowships.

- i) It was noted that GPDs will received \$1000 in PDR and a minimum of ½ course reduction starting in 2010-11.

5. Director's Report

- a) G. Pepper reported that we are looking at a possible increase to the OUAC application fee.
- b) We are moving towards a completely e-application and are trying to implement some of the features such as e-references, in the next round. Most of this will be rolled out in phases, which we will pilot with some programs.
- c) If your program has the potential for more intake but has barriers, please contact Gail Pepper.
- d) Student Records: Charlotte Sheridan will send an email to GPDs regarding a new feature on the course authorization page. You can now approve course or degree substitutions and it will go directly in the students' records.
- e) The 2011/12 Calendar is almost live. Gail will send an email asking to be notified if anything needs to be fixed.
- f) Awards: G. Pepper reported that we did not meet our quota of NSERC Scholarship Awards. A debriefing meeting has been scheduled to discuss this. During ensuing discussion, a member asked for clarification of information which is sent by Graduate Studies to students with regard to SSHRC awards. G. Pepper followed up on this request and provided the following information for inclusion in the Minutes: Upon announcement of the external scholarship winners, Joanne Kremble sends an email to the Deans, Associate Deans, GPDs, Chairs with cc to administrative assistants with the award results, as well as attaching a statistical report.
- g) Our internal Graduate Student Awards and Donor Recognition Reception is scheduled for May 10 at 10:00 a.m. in Pond Inlet.
- h) Reminder: the Spring Research Fellowship deadline is March 31.
- i) We will be forwarding a number of issues to Senate Graduate Studies Committee in May for forwarding to Senate. Dean Rose will contact Mike Farrell with regard to implementing a search mechanism in Senate Minutes so that issues relevant to Graduate Studies can be easily found in the Minutes.
- j) G. Pepper reported that the applications and admissions process has gone well this year. Please forward any feedback you may have on the process to Gail Pepper.

6. GSA Report

- a) D. Antwi-Amoabeng reported that students will have access to UFILE.ca, free income tax preparation software.

b) An informal arrangement has been made with TD Insurance to add graduate students to the alumni group to receive special insurance rates. The agreement will soon be finalized.

c) Daniel Antwi-Amoabeng will continue to serve as GSA President for 2011-12.

7. General Discussion Items

a) Graduate Degree Level Expectations – demonstrating that programs meet degree level expectations

b) In response to an inquiry regarding duplication of degree, Gail Pepper will forward the relevant FHB regulation to the individual.

8. Adjournment: The meeting adjourned at 3:30 p.m.