

SENATE COMMITTEE ON GRADUATE STUDIES

Minutes of the January 10, 2011 Meeting

In Attendance: N. Klentrou (Chair), C. Daigle, M. Rose, C. Mitchell, M. Grove, M. Knuttila, D. Zinni, S. Sydor, A. Reynolds, R. Kuchapski, R. Cheel, G. Pepper.

Regrets: N. DeCourville, E. Nkyi.

1. Approval of the Minutes of the December 13, 2010 meeting

- D. Zinni asked that the minutes be amended to reflect that no report of SGSC comments is forthcoming to the E-Learning Committee since that committee has already finalized its report.
- It was **MOVED** (Cheel/Reynolds) that the minutes of the December 13, 2010 meeting be approved as amended.

CARRIED

2. Dean's Report

- The Dean's January update has been circulated to SGSC members by email.
- The Joint Canadian-American Studies degree proposal is now at OCGS.
- All 11/12 Enrolment Planning meetings have now been held with the graduate programs and the resulting domestic eligible master's targets are lower than we need to access the full MTCU funding envelope. Strategies to increase the master's domestic target are being explored with the Faculties and their programs.

3. 2011-12 Graduate Calendar Submissions

- It was **MOVED** (Reynolds/Zinni) that the 11/12 Calendar submissions from Physics and Educational Studies, which contain only minor editorial changes, be approved.

CARRIED

- It was **MOVED** (Zinni/Cheel) that the Studies in Comparative Literatures and Arts 11/12 Calendar submission be approved.

CARRIED

- It was **MOVED** (Cheel/Reynolds) that the Biological Sciences 11/12 Calendar submission be approved.

CARRIED

- It was **MOVED** (Zinni/Kuchapski) that the Business Economics 11/12 Calendar submission be approved.

CARRIED

- It was **MOVED** (Cheel/Zinni) that the Political Science 11/12 Calendar submission be approved.

CARRIED

- It was **MOVED** (Rose/Zinni) that the Classics 11/12 Calendar submission be approved.

CARRIED

- It was **MOVED** (Cheel/Reynolds) that the Applied Disability Studies 11/12 Calendar submission be approved.

CARRIED

- It was **MOVED** (Zinni/Cheel) that the Education 11/12 Calendar submission be approved.

CARRIED

- It was **MOVED** (Reynolds/Zinni) that the PhD in Interdisciplinary Humanities 11/12 Calendar submission be approved subject to the editorial revisions requested.

CARRIED

- The committee reviewed the 11/12 Philosophy Calendar submission and questioned the requested degree requirement revision. The committee noted that the requested revision to three half-credits plus Thesis was greatly reducing the degree requirements and if implemented the program would be out of step when compared to the other Humanities master's programs re: degree requirements. G. Pepper was asked to discuss this concern with the Philosophy program.

4. Tuition Deposits

- Dean Rose requested input from the SGSC re: implementing tuition deposits for research graduate programs at the request of the FOB. Tuition deposits are currently required for only the MBA and Master of Accountancy programs.
- FGS research revealed that the majority of other Ontario universities do not require tuition deposits for research graduate programs.
- An examination of conversion rates (acceptance to registrations) for our research programs reveal that the rates are very high. The FGS does not believe there is currently a need for tuition deposits.
- The SGSC agreed that it currently was not in favour of implementing tuition deposits for the research graduate programs. The committee did ask G. Pepper to review the regulations regarding the opening and deadline dates for registration. Perhaps changes to these procedures/policies would be of benefit.

5. Library Sub-Committee Report

- This committee met in November and considered three agenda items: E-Thesis Pilot Project (updates provided at earlier SGSC meetings), Copyright, New Graduate Student Study Space.

- New dedicated graduate student study space (card access) is being developed on the 6th floor of the Library. The 1500 sq ft space will include individual private study space, a bookable presentation room, and lockers. The construction will begin during Reading Week and the space should be ready in the Spring.
- Copyright is an evolving issue of concern. All faculty and staff have received two information emails from the Provost. Additional information will be forwarded as available. The Library is putting together a Copyright website with Frequently Asked Questions information.
- We are currently operating under an interim tariff. The University has a few months to develop policy and to educate the University Community regarding the policy.
- Dean Rose noted the appreciation and gratitude of the SGSC to the Library for the development of dedicated graduate student study space. This initiative will have a very positive impact on the lives of graduate students at Brock.

6. Policy Sub-Committee Report

- The sub-committee has met in October and November and has been discussing proposed revisions to FHB entries concerning the composition of supervisory committees and the submission of yearly student progress reports to the FGS. The committee also proposed a change to the master's admission average calculation. The committee has identified the following items for discussion and review over the next few months: First Draft Status, Graduate Studies Nomenclature, Membership in the FGS, Graduate Awards and the Establishment and Review of Graduate Programs.
- SGSC members were asked to identify any additional items they would like the Policy sub-committee to examine. The following items were suggested: Guidelines for the awarding of grades, Teaching Assistantships, Exit Procedures, Graduate Funding.

Motion to adjourn.