

**SENATE COMMITTEE ON GRADUATE STUDIES**  
**Minutes of the March 31, 2008 meeting**

**In attendance:** A. Shome (Chair), M. Rose, B. Roy, B. Jeynes, K. Jaipal-Jamani, N. Worth, A. Reynolds, J. Corlett, F. Razavi, M. Grove, C. Daigle, R. Dimand, G. Pepper.

**Regrets:** T. Boak, V. Woloshyn, B. Dimand, K. Klassen, J. Carre, B. Wright.

**1. Approval of the Minutes of the March 3, 2008 Meeting**

- It was **MOVED** (Corlett/Roy) that the minutes of the March 3, 2008 meeting be approved.

**CARRIED**

**2. Business Arising from the Minutes/Chair's Report**

- A. Shome reported that the committee's report to Senate re: changes to FHB Section 14.4 Graduate Degrees was approved as submitted.
- A. Shome encouraged the committee members to support the upcoming Faculty and Graduate Student Conference through their attendance on April 4/5.

**4. Dean of Graduate Studies Report**

**Meetings with Graduate Faculty**

- The first meeting was held on March 21 and the second will be held on April 2. Items discussed at first meeting were largely generated by questions and answers: strategic academic plan under development; expressed need for further work by FGS on recruitment in the case of programs not at capacity; continued pressures for graduate growth; resource constraints re: further graduate growth on part of programs at capacity or with heavy supervisory loads; outcome of changes to OCGS through COU review of Quality Assurance in universities; ideas for developing different kinds of innovative graduate programs.
- It is the Dean's sense that these conversations are useful and should be held twice annually rather than once per year as indicated in the Senate discussion at the formation of the FGS – perhaps November and May.

**COU Task Force on Implementation of the Van Loon Quality Assurance Report**

- Dean Rose will be one of the two OCGS representatives on the Task Force.

**Performance Indicators**

- Performance Indicators for Brock are being developed by a committee of Associate Deans convened by G. Finn. Dean Rose has joined that committee to provide input re: Graduate Performance Indicators. Dean Rose will seek advice from the Associate Deans for Graduate Studies.
- The committee offered its comments and advice re: suggested Graduate Performance Indicators. Dean Rose will incorporate the suggestions and feedback received about graduate performance indicators in her report to the Committee of Associate Deans.

### **MCTU Expansion Report and Bid for Remaining 2000 Places**

- The Ministry is asking whether institutions will reach their Fall 2007 targets and when; how much of 2,000 remaining places each university will seek; what the detailed plan is for reaching goals by end-point of 2009-10 at which point this graduate expansion to 14,000 places in the province will be over.
- A committee has been formed: Joanne McKee who oversees ACID and Institutional Data and Dean Rose will co-coordinate with Patrick Beard, University's Program Reviews and Planning Officer. The contributors will be: the ACID graduate sub-committee (to produce most of the data required); FGS (will provide some that ACID does not have system access to).

### **Funding Review Committee**

- The VP Academic will form a committee to begin work on this file this spring. It will be chaired by the Provost and will consist of membership representative of the university and the graduate sector. He expects that there will be representatives of Graduate Council and SCGS on that committee. There will not be time to formulate it and operationalize it until after the MTCU report is in at the end of April.

### **Academic Plan**

- T. Boak is currently revising the plan. Proposed changes include a more explicit link between Research and Graduate Studies.

## **5. Proposed Faculty Handbook Policy - Examinations**

- The committee reviewed and discussed the proposed FHB policy – Examinations. J. Corlett suggested that we seek legal opinion re: the need for official records of oral examinations and to check the BUFA agreement Article 2.7 re: Chair's responsibilities.
- G. Pepper will revise per comments, investigate the identified concerns and bring back a final proposed copy to the committee when ready.

## **6. Interdisciplinary Graduate Program Issues**

- Dean Rose circulated the minutes of a recent meeting of Interdisciplinary program GPDs that had been called in response to a request from Graduate Council.
- Committee members discussed various issues and areas of concern re: Interdisciplinary programs (e.g. TA assignments, availability of faculty to teach and supervise, consistency of marking/grading, extended faculty workloads, cross-listed courses). The committee determined that further discussion and investigation was warranted.
- It was **MOVED** (Daigle/Reynolds) that a SGSC Ad-Hoc Committee be struck to further examine Interdisciplinary Program issues of concern and options to resolve difficulties.

**CARRIED**

#### **7. SGSC Awards Sub-Committee Report**

- A summary of the awards reviewed and approved by the Sub-Committee from November 2007-February 2008 was received and reviewed.
- The annual FGS Awards Reception to honour internal and external award winners and donors will be held Tuesday May 27<sup>th</sup>.

The meeting was adjourned.