

SENATE COMMITTEE ON GRADUATE STUDIES
Minutes of the October 22, 2007 meeting

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

Regrets: M. Grove.

1. Approval of the Minutes of the October 22, 2007 Meeting

- It was **MOVED** (Daigle/Wright) that the minutes of the October 22, 2007 meeting be approved.

CARRIED

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

- M. Richards has been appointed as the Faculty of Graduate Studies representative on the search committee for the VP Research.
- SGSC has been asked by Governance to review the FHB for proposed revised and new entries where the Faculty of Graduate Studies needs to be represented. The SGSC Policy Sub-Committee will take on this task and bring proposed policy back to SGSC for approval.

3. Dean of Graduate Studies Report

a) Graduate Enrolment

- Fall 07 graduate enrolment numbers will be reported at the next meeting of SGSC. Final November 1st numbers that will be reported to the Ministry re: eligible domestic enrolment will be available.
- Graduate Studies will be setting up meetings with GPDs and Associate Deans/Deans to discuss enrolment planning and targeting for 08/09. An evaluation of graduate capacity by program and Faculty is needed.
- The University must also supply graduate domestic enrolment projections to the Ministry early November from 08/09 out to 13/14. The question is: What kind of graduate enrolment do we aspire to as we move forward to 2014?

b) Policy Development

- The Dean noted that a number of University policies are under development and it is thought that some of these should come to SGSC for review and comment. One such policy is Academic Integrity. This and other relevant policies will be placed on the SGSC agendas for consideration.

c) Graduate Council

- Dean Rose inquired if the SGSC thought it would be a good idea to share the minutes of Graduate Council meetings with SGSC members and vice versa. The committee agreed and electronic copies of approved minutes will be exchanged between committees.

d) Graduate Conference

- The third annual Graduate Student and Research Conference has been scheduled for April 4/5, 2007. A working group and advisory committee has been struck to assist with the planning.

e) Canadian Association for Graduate Studies Conference (CAGS)

- Dean Rose and G. Pepper attended the CAGS Conference and Dean Rose provided a brief summary of a few of the major issues discussed. One session outlined University of Western Ontario's planned Faculty of Graduate Studies changes, and the OCGS review was discussed as was the need for professional development training for graduate students.

4. Report from the Graduate Council Working Group – *Graduate Theses, Projects and Major Papers*

- The committee received and reviewed an additional document which outlined in chart format the various issues and responsibilities proposed in the revised FHB policy developed from the working group report and other comment documents.
- J. Corlett questioned whether master's thesis defenses should also be arranged by the Faculty of Graduate Studies.
- Committee members noted that the issues addressed in the additional document: *Faculty of Mathematics & Science Group Response to Graduate Council Working Group # 4 Report* appeared to be addressed in the proposed FHB entry.
- It was noted that the required Faculty of Graduate Studies Manual items had not yet been reviewed. This will be done by the SGSC Policy Sub-Committee as they work through the proposed FHB entry.
- The item was referred to the SGSC Policy Sub-Committee for further review and development and will be brought back to the SGSC as proposed FHB policy for final review and approval.

5. New Program Proposal: PhD in Applied Health Sciences

- Dean Rose congratulated Associate Dean, Mike Plyley and the Faculty of Applied Health Sciences for the development of this new program and a strong OCGS brief.
- M. Plyley provided the committee with a short overview of the process undertaken to develop the program and OCGS brief.
- J. Corlett extended his thanks to Mike Plyley for the development of this new program and noted that the proposal has his full support. He explained that this is an important endeavour for the Faculty of Applied

Health Sciences and one that he sees as crucial to retaining new faculty members.

- J. Corlett also stressed that this initiative would not have been possible without the Applied Health Sciences Associate Dean, Graduate Studies and Research position. He encouraged other Faculties who do not have such a position to consider creating an Associate Dean for Graduate Studies and Research.
- Dean Rose asked M. Plyley to explain why the program had decided to include the requirement of a Faculty oral defence prior to the University Doctoral defence. Dean Rose noted that the Applied Health Sciences Doctoral Handbook, with its great detail, displayed the program's diligence with respect to students.
- It was **MOVED** (Jeynes/Reynolds) that the proposed new PhD in Applied Health Sciences be approved and forwarded to Senate and OCGS for review and approval.

CARRIED

6. Graduate Student Parking

- Dean Rose explained that C. McCormick had asked that this item be placed on the agenda for the purpose of seeking the committee's input re: should graduate students be prioritized for on-campus parking permit purchase.
- J. Corlett expressed the viewpoint that this is not an academic matter, should therefore not be discussed at a Senate committee meeting and that the matter should be taken by G. Pepper as Director, Graduate Studies to Parking Services for discussion and consideration.

7. Other Business

- R. Dimand asked that financial support for international graduate students be placed on the committee's next agenda for discussion. It is his understanding that graduate tuition was increased this year and the International Graduate Fellowship was not subject to a corresponding increase therefore leaving international students with less graduate funding than in the previous year.

The meeting was adjourned.