

SENATE COMMITTEE ON GRADUATE STUDIES
Minutes of the November 19, 2007 meeting

In attendance: B. Roy (Acting Chair), M. Rose, B. Jeynes, N. Worth, T. Boak, C. Daigle, K. Klassen, F. Razavi, A. Reynolds, R. Dimand, V. Woloshyn, M. Grove, G. Pepper.

Regrets: A. Shome, J. Corlett, J. Carre, K. Jaipal-Jamani.

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

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

CARRIED

2. Dean of Graduate Studies Report

- Graduate Council minutes have been circulated to you and we hope that this exchange of minutes (SGSC and Graduate Council) will be useful

New Program Development

- Dean Rose recently met with a group from the Tourism and Environment Department. They are interested in developing a Master's level program, most likely a research master's degree and an applied coursework degree. The goal is to have it in place for a Fall 09 intake. This looks like an interesting niche program opportunity for Brock.

Graduate Enrolment

- G. Pepper reported on the November 1, 2007 domestic and overall graduate numbers. We have 678 full-time master's students (409 eligible), 56 full-time doctoral students (37 eligible), 494 part-time master's students (466 eligible) and 30 part-time doctoral students (27 eligible). The total enrolment is currently 1259 (282 are VISA students). The total enrolment at the same time last year was 1169.
- T. Boak inquired if the growth was in new programs. It is thought not. The growth is across the graduate sector with some programs growing more than others.
- Domestic growth targets for 2008-09 to 2014-15 have been filed with the Ministry. These submitted targets estimate growth in 08/09 equal to the remaining domestic target not met in 07/08 and a 3% growth year over year from 09/10 forward. These are very ambitious growth targets.
- Dean Rose and G. Pepper will be meeting with each Graduate Program Director, Associate Dean or Dean, and Department Chairs over the next number of weeks to discuss graduate capacity and to arrive at realistic enrolment targets for 08/09. Meetings attended thus far have revealed that further growth for 08/09 will be very difficult.

- B. Jeynes noted that graduate enrolment must be examined in the context of resources required.
- Dean Rose noted COU reports that the University participation rate is increasing, people in the workforce need to come back to University to establish credentials, and they expect continued high growth curves right through to 2020.

c) Graduate Program Procedures

- Dean Rose noted an emerging issue. We are running into situations where graduate program procedures do not exist or are inadequate. For example some graduate programs do not have clear procedures regarding how the Graduate Program Director is selected or how graduate student progress per term is defined. The Dean is concerned that until each graduate program has clear program procedures defined we will continue to run into all kinds of problems.
- Dean Rose asked that the Policy Sub-Committee look at how and where policy regarding graduate program procedures can be defined. This requirement should be outlined in Faculty Handbook and further particulars can be illustrated in the Faculty of Graduate Studies Manual.

3. Report from Policy Sub-Committee – Proposed FHB Entry 14.7

- The document was reviewed and a number of changes were discussed and noted.
 - It was **MOVED** (Daigle/Reynolds) that the document as amended be approved in principle and directed to CAD for comment and review.
- CARRIED**
- G. Pepper will provide members with the revised version of the document and all are encouraged to seek comment and review of the proposed FHB entry from their colleagues prior to the next SGSC meeting.

4. Late addition to 2007/08 Graduate Calendar – Mathematics & Statistics

- It was **MOVED** (Dimand/Daigle) that MATH 5P35 Graph Theory and MATH 5V75-5V79 Selected Topics in Mathematics and Statistics be added to the graduate course bank.

CARRIED

5. Draft Academic Integrity Policy

- G. Pepper asked committee members to forward any comments/concerns regarding the draft document to herself or Troy Brooks, Academic Integrity Officer, by November 29th.

The meeting was adjourned.