

SENATE COMMITTEE ON GRADUATE STUDIES
Minutes of the January 10, 2007 meeting

In attendance: M. Richards (Chair), M. Rose, C. Burton, A. Shome, K. Jaipal-Jamani, A. Domanski, B. Jeynes, F. Razavi, T. Boak, J. Corlett, G. Pepper.

Regrets: V. Woloshyn.

Guests: W. Mathie, M. Plyley, K. Qiu.

1. Approval of the Minutes of the December 11, 2006 Meeting

- It was **MOVED** (Shome/Jeynes) that the minutes of the December 11, 2006 meeting be approved.

CARRIED

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

- M. Richards inquired if the OCGS proposal documents should be provided to the SGSC for review. M. Rose commented that these documents would not be as useful as the Executive Summary of the OCGS review that she has offered to prepare for the SGSC. OCGS regulations are very clear that OCGS documents are only to be shared with a very limited group of senior University officials which do not include the SGSC.
- It was noted that the committee is interested in knowing whether the consultants' recommendations are being implemented. Dean Rose noted that a graduate program would not be favourably reviewed by OCGS at its next review point if the recommendations were not implemented.
- A. Shome suggested that we accept Dean Rose's recommendation and see if this system of reporting is effective and meets the SGSCs needs. Dean Rose will commence this process with the History and Geography program pending approvals.

3. Dean's Report

A) Appraisals

- History MA is on the agenda for January 25th and final approval should be received by noon that day. There have been numerous inquiries about the program from interested potential applicants.
- Geography MA – The Dean is in the process of composing the Institutional Response in response to the Consultant's Report. It will reach OCGS tomorrow afternoon and we have hopes it can also be placed on the January 25 OCGS agenda.

- There is a meeting tomorrow of the Interdisciplinary PhD program in the Humanities. They expect their proposal to go forward to OCGS in the spring.

B) Graduate Council

- At Graduate Council, the Working Group on Theses and Dissertations is finalizing their report, which will be discussed at Graduate Council then forwarded to SCGS for discussion and FHB policy recommendations to move forward to Senate. It is the Dean's intention to share the document with CAD in tandem with bringing it forward to SGSC.

C) Canadian Graduate and Professional Student Survey

- The CGPSS sub-group has met – preparing for the February release of the survey instrument to graduate students (P. Beard, A. Domanski, G. Pepper and myself). Faculty from Graduate Council will be recruited to advise regarding the analysis of the data once it is received.

D) Graduate Student Research Conference

- The Faculty and Graduate Student Research Conference Committee met yesterday and plans are proceeding for the second annual Graduate Research Conference, April 10 (evening) and April 11 (all day). Proposals/abstracts will be solicited this week. However, graduate students should know about this because we have been promoting it at Graduate Council assiduously for the past several months.

E) Process for FHB Revision, SCGS

- The Chair of this Committee, along with Gail Pepper and the Dean of Graduate Studies, have devised a mechanism for dealing with issues that eventually require FHB revisions.
- Documentation will be distributed for initial discussion/feedback at SGSC; the Director of Graduate Studies, the Dean of Graduate Studies, authors of Working Group documents and so on, will be asked to provide background on the issues described in document for the information of the committee.
- The issue and any documentation will then be sent to sub-committee for the development of proposed FHB language.
- It will then be brought back to SCGS at its next meeting for approval of language and forwarding to Senate.

F) Language Proficiency Testing

- Reminder that Dean Kusy has asked for a fresh look at Brock's language proficiency requirements and particularly the validity of/relationship of ITEL P scores in comparison to other instruments such as TOEFL.
- This is a matter of considerable interest to the International Cohort Programs Committee, a standing sub-committee of Graduate Council.

4. **2007-08 Graduate Calendar Submissions**

Political Science

- It was **MOVED** (Domanski/Shome) that the 2007-08 Political Science Calendar submission be approved.

CARRIED

Applied Health Sciences

- It was **MOVED** (Corlett/Shome) that the 2007-08 Applied Health Sciences Calendar submission be approved.

CARRIED

Biological Sciences

- It was **MOVED** (Rose/Shome) that the 2007-08 Biological Sciences Calendar submission be approved.

CARRIED

Biotechnology

- It was **MOVED** (Shome/Burton) that the 2007-08 Biotechnology Calendar submission be approved.

CARRIED

Chemistry

- It was **MOVED** (Boak/Kropf) that the 2007-08 Chemistry Calendar submission be approved.

CARRIED

Computer Science

- It was **MOVED** (Shome/Jeynes) that the 2007-08 Computer Science Calendar submission be approved.

CARRIED

5. **Proposed FHB Entry – Calendar Year**

- The committee reviewed the revised proposed Faculty Handbook entry entitled The Calendar Year. The wording of item D) was discussed and option two was selected. G. Pepper was asked to check into the possibility of moving to two official Fall convocations and incorporate this if necessary.
- It was **MOVED** (Kropf/Shome) that The Calendar Year FHB entry be approved as edited and forwarded to Senate for approval.

CARRIED

6. Report from Graduate Council Working Group - *Graduate Studies at Brock University: Moving Forward*

- Dean Rose provided the introduction and background information regarding the Graduate Council Working Group's report. She also provided for discussion a summary of the probable matters of policy requiring SGSC consideration arising from the report.
- The committee suggested that a flow chart be created to clarify the reporting and collaboration relationships and to assist in clarifying the resourcing/budgeting and counting of graduate students. B. Jeynes volunteered to work on this with Dean Rose.
- J. Corlett suggested that this flow chart and the document be sent back to the Committee of Deans (CAD) for additional discussion prior to the SGSC deciding how to proceed. J. Corlett will report back to SGSC regarding the Deans response to the revised document and recommendations.
- SGSC members were encouraged to share the report with their colleagues and to forward all comments/suggestions for revision to M. Richards.

The meeting was adjourned.