SENATE COMMITTEE ON GRADUATE STUDIES

Minutes of the December 20, 2011 Meeting

In attendance: I. Makus, D. Cyr, C. Lackner, T. O'Connell, R. Kuchapski, M. Plyley, N. Klentrou, D. Antwi-Amoabeng, J. Mandigo, C. Daigle, G. Pepper.

Regrets: C. Mitchell, J. Menzies, M. Grove, N. McCartney.

1. Approval of the Minutes of November 30, 2011

- It was **MOVED** (Daigle/Cyr) that the minutes of the November 30, 2011 meeting be approved. **CARRIED**

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

- N. Klentrou attended the most recent Graduate Council meeting where the SGSC's proposal re: Membership of the Policy Sub-Committee be extended to include two members of Graduate Council (2 GPDs) was discussed. Graduate Council endorsed the idea. Graduate Council members were asked to submit names for nomination and the members will vote to determine who the Graduate Council representatives SGSC will be for 11/12. Graduate Council members are concerned that the two members selected represent the diversity of the graduate programs re: size and type.

3. Dean of Graduate Studies Report

- The Dean is currently working on equipping some FGS space for thesis defences as thesis defence space is at a premium; MC C206, Plaza 312, and MC D350L, each room has challenges that need to be attended to to configure appropriately, they will need swipe card locks, GPD access, a dedicated IP address, and bookable through FGS.
- SSHRC Doctoral scholarship applications were recently adjudicated - 7/36 could go forward to SSHRC, it was a tough adjudication. Thanks was expressed to the adjudication committee.
- SSHRC Master's scholarship applications will be adjudicated on January 23, 9:00-11:00 in MC D350L.
- CIHR Doctoral applicants apply directly to CIHR. We have 6 Master's applications, of which we can send 3 forward; this adjudication will occur on January 25, 9:30-11:30 in MS D350L
- The process for providing feedback to the applicants/programs was discussed, and will be explored further.

4. Proposed FHB Changes/Additions

- It was **MOVED** (Daigle/Makus) that the proposed changes to 14.9 Evaluation (re: Master of Accountancy) be approved. **CARRIED**

- It was **MOVED** (Daigle/Antwi-Amoabeng) that the proposed changes to 14.2 The Calendar Year be approved.

CARRIED

- The SGSC referred the discussion/concerns re: Reading Week back to the Policy Sub-Committee for further discussion/work re: 14.2 The Calendar Year.

- It was **MOVED** (Makus/Kuchapski) that the proposed 14.6.7 Course Outlines be approved as amended. **CARRIED**

5. Graduate Calendar Submissions

- It was **MOVED** (Cyr/Makus) that the following 12/13 Graduate Calendar submissions be approved: Child and Youth Studies, English, Mathematics and Statistics, Applied Health Sciences, Biological Sciences, Biotechnology, Business Administration, Chemistry, Classics, Computer Science, Critical Sociology, Management, Philosophy, Physics, Social Justice and Equity Studies.

CARRIED

6. Graduate Issues

- Vacations/breaks for students – one of our graduate programs has requested that this issue be discussed at both the SGSC and Graduate Council. They are looking for guidance/regulations re: are graduate students allowed to take vacation time? It is suggested that a policy be developed to address this issue. Sample policies from McMaster and Toronto were circulated. The SGSC agreed that the McMaster policy was quite good. The GSA President expressed concern that this issue is quite urgent. He noted that graduate students are under a great deal of stress and circulated information from the student drug plan which highlighted significant anti-anxiety prescription use by graduate students. SGSC referred the issue to the Policy Sub-Committee.
- Supervisor Sabbaticals - what is the responsibility of faculty members to graduate students while on sabbatical? Committee members noted that this is likely to be a Collective Agreement issue, which would require BUFA input. Members however believed that the issue can be discussed from the student perspective and possible language could be added to the FHB re: Supervision. The SGSC referred this item to the Policy Sub-Committee for further discussion.

7. Academic Reviews Committee

- SGSC would like to invite Greg Finn of ARC to the February SGSC to clarify ARC's and the SGSC's roles and processes. To prepare for this meeting this item will be placed again on the January SGSC agenda. J. Mandigo will review the SGSCs discussion on this matter with UPC.