350.1.0 APPROVAL OF AGENDA

The Chair called the meeting to order and asked for approval of the agenda.

MOTION: O'BRIEN/GROEN

That Council approve the agenda for the Faculty of Graduate Studies Council Meeting #350 of 16 January 2008.

CARRIED

350.2.0 APPROVAL OF MINUTES

Corrections were noted as follows:
Page 1, paragraph 3: …but that they are for preliminary…
Page 2, bullet 1, last sentence: …Supervisor Handbook which states…
Page 3: Item 349.3.2, 3rd bullet from the bottom: replace then with than.
Page 3: Item 349.4.1, last bullet: delete first sentence.
Page 6: Item 349.10.1, 4th bullet: replace means with justification
Page 6: Items 349.11.1-349.11.2: Add Referred to Policy Committee.

MOTION: SHIMIZU/KERTZER

That Council approve the minutes of the Faculty of Graduate Studies Council Meeting #349 held 21 November 2007 with the noted changes.

CARRIED
350.3.0 MATTERS ARISING FROM THE MINUTES

350.3.1 GA(T) Negotiations
The Chair informed Council that negotiations for the GA(T) Collective Agreement are now underway. A team from Human Resources is participating as the representative for Finance.

350.4.0 REPORT FROM THE CHAIR

350.4.1 Interim report of Graduate Funding Allocations
The Chair informed Council that an Ad Hoc working group has been created to develop a mechanism for allocating student support funds to programs. The group has reached a consensus that the following two items be factors in determining the allocation of funds:

1. Program Size
2. Completion Rates

The items still under discussion are as follows:
1. Programs to be included
2. Unequal access to external funding
3. Whether there will be a heavier emphasis on PhD students.
4. The percentage of students holding external awards.
5. The treatment of new, expanding or shrinking programs.

350.4.2 Graduate Calendar Production
The Chair informed Council of the following:

- Timeline for Calendar preparation will be shortened to allow program changes to be incorporated into the Calendar.
- Calendar change submissions will now be accepted until noon on April 7th, 2008.
- The publication date will be June 1st, 2008.
- Sections will be numbered for easier cross-referencing
- Section indicator tabs may be added.
- All FGS policies will be added to the calendar.
- Format of the web based calendar to be revised for easier navigation.

350.4.3 Future Meeting Times for Council Meetings
The Chair noted that it is not possible to move the times of March and April meetings to an earlier time, but that the May and June meetings will be held from 2:00-4:00 pm.
Times for remaining meetings are as follows:

- Wednesday, 19 March, 4 - 6pm
- Wednesday, 16 April, 4 - 6pm
- Wednesday, 21 May, 2 - 4pm
- Wednesday, 18 June, 2 - 4pm

350.4.4 Achievement Award Recipients
The Chair announced the Achievement Award Recipients as follows:

Michael Lazar Community Service Award
Erin Wunker – English

J.B. Hyne Research Innovation Award
Jamie Ritch – Chemistry
Emma Stewart – Geography
Bryan Heit – Medical Science
Justin MacCallum – Biological Sciences

**Outstanding Achievement in Supervision**
- Dr. Ronald F. Zernicke – Kinesiology
- Dr. David Cramb – Chemistry
- Dr. Jonathan Kertzer – English
- Dr. Reda Alhajj – Computer Science

**Outstanding Achievement to Teaching**
- Calla McNamee – Archaeology
- Matt Szarko – Medical Science

350.5.0 **REPORTS FROM ASSOCIATE DEANS**
There were no reports.

350.6.0 **QUESTION PERIOD**
There were no questions.

350.7.0 **POLICY COMMITTEE**

350.7.1 **Student Registration Status**

According to FGS Calendar, page 11, students currently self-declare their enrolment status: “Graduate students are considered to be full-time if they declare themselves to be full-time and their graduate program affirms their status.” The declaration does not cross-reference any Program requirements of full or part time enrolment. Students have access to amend their registration status at any time.

**MOTION: KERTZER/AZAIEZ**

That students registered in Master’s Thesis and Doctoral Programs will be considered full-time unless their program formally offers a part-time option and approves the student for a part-time registration status effective for July 1, 2008 registrations.

CARRIED

**Note:** Motion requires that all graduate programs ensure that their Calendar entries clearly state whether the part-time option is available to students in Master’s Thesis and Doctoral Programs. This year all Calendar changes for the 2008-2009 FGS Calendar must be submitted to L. Rose by April 7, 2008. Motion requires a systems change in PeopleSoft for implementation. FGS will work with PeopleSoft and Registrar to develop necessary system changes. For current students the change if any will take effect on their annual registration anniversary.

350.7.2 **Progress Report**

A. Kertzer referred Council to the Policy Committee’s Progress Report and explained that the Policy Committee has begun the process of reviewing the handbooks of supervision and examination as listed on the report.

A. Kertzer noted that at the Council meeting #335 of March 14, 2004, Council approved “that exit requirements for course-based Master’s programs be defined by individual programs subject to approval by Faculty of Graduate Studies Council.” Policy Committee will be examining the implications of this motion.

The Chair commented that this may mean that programs would determine if a comprehensive oral examination is required.

It was noted that removal of the comprehensive exam requirement for programs that were previously approved would not be affected by the potential removal of the general FGS exit requirement for a comprehensive exam in course-based programs that is currently in place.
The Chair informed Council that the Graduate Student Support Policy has been modified in order to clarify the criteria and processes. The two aspects affected by the revision are as follows:

1. The amount awarded to one student through the open scholarship competition, special awards and bursaries and program recommended awards cannot exceed the minimum value of a tri-council scholarship (currently $17,300).

2. A student holding external awards with a total value equal to or greater than the minimum tri-council scholarship is not eligible for funding from the Open Scholarship competition, Special Awards and Bursaries Competition, or for Program-recommended awards.

Council identified the following issues of concern during its discussion:

- Concern was expressed that program recommended awards may not always go to the most deserving student as they may be tri-council award holders.
- It was noted that this policy will allow for students to receive recognition awards when they also hold funding from the open scholarship competition.
- It was suggested that where a student is offered an award but is unable to accept it due to their tri-council funding, recognition of the award might be achieved by recording the offer on the transcript.
- It was noted that the tuition rebate for international students is not included in determining allocations.

The Chair concluded that allocations of program-recommended awards require further consideration by the FGS Scholarship team.

MOTION: MACINTOSH/SMITH

That Council table agenda item 350.8.1 to the next meeting.

CARRIED

Annette LaGrange Graduate Scholarship – circulated for information

Eleanor Mackie Doctoral Scholarship in Women’s Health – circulated for information

Zandmer Graduate International Educational Experience Award – circulated for information

The Chair referred to 4 studies that Council Members might be interested in viewing further:

1. PhD Completion at Duke University
2. The Formation of Scholars: Rethinking Doctoral Education for the Twenty-First Century
3. Social Science PhDs 5+ Years Out
4. National Resource Council Assessment of Research Doctoral Programs

Links to these studies as well as an article from University Affairs are located at:


The Chair referred to the magazine University Affairs, and informed council that there is an interesting article entitled “The big PhD debate”, which is available at:

http://www.universityaffairs.ca/issues/2008/february/researchers_tomorrow_01.html

A. Kertzer explained that she is the Chair of the Order of the U of C Committee and announced that the nomination deadline for the award is February 7, 2008. She encouraged Council Members to make nominations for this award.
350.10.0 ADJOURNMENT

The meeting was adjourned at 5:33 pm.