

**Summary Minutes of a Meeting of the
COUNCIL OF THE FACULTY OF GRADUATE STUDIES AND RESEARCH
Held in the Council Chamber, University Hall
Friday, May 15, 2009, 2:00 pm**

Attendance

M Shirvani in the Chair	L McGann
M Allen	P Schiavone
H McDermid	

Department Representatives

R LeBlanc, Anthropology	P Lacy, Medicine
J Greer, Art & Design	E Le, Modern Lang & Cultural Studies
B Hayes, Chem & Materials Eng	H Bashaw, Music
J Takats, Chemistry	B Dussault, Nursing
R Greiner, Computing Science	P Cheung, Pediatrics
F Peters, Educational Policy Studies	A El-Kadi, Pharmacy & Pharmaceutical Sciences
C Rinaldi, Educational Psychology	A Schmitter, Philosophy
J McMullin, Electrical & Comp Eng	S Petersen, Physical Education & Recreation
J McClay, Elementary Education	L Harder, Political Science
M Adria, Extension (MACT)	N Galambos, Psychology
H Madill, Health Promotion Studies	J Volden, Rehabilitation Science
F Swyripa, History & Classics	P Blenis, Renewable Resources
A Oak, Human Ecology	N Krogman, Rural Economy
M Keelan, Lab Medicine & Pathology	W Johnston, Sociology
H Julien, Library & Information Studies	
S Rice, Linguistics	
T Hillen, Mathematics & Stat Sciences	
L Guilbert, Med Micro & Immunology	

Graduate Program Administrator Representatives

A Giles, Med Micro & Immunology

Graduate Student Representatives

J Landry, GSA President	M Shahbakhti, Mechanical Engineering
A Rahman, GSA VP Academic	B Farnesi, Pediatrics
D Manolescu, GSA VP Labour Relations	A Mohamed, Pharmacy & Pharmaceutical Sciences
R Shott, Biochemistry	L Mazzino, Physics
A Laarman, Agric, Food & Nutr Science	C Dyck, Political Science
B Jensen, Earth & Atmospheric Sciences	L Zhyznomirska, Political Science
K Cameron, Educational Psychology	

Ex officio

A Schmude, Office of the Registrar

Observers

C Hackett, Grad Student Ombudsperson
J Varsava, Associate Dean Research, Arts
T Krukoff, Assistant Dean Research, Medicine & Dentistry

Visitors

H Kanuka, University Teaching Services
K Campbell, Dean, Extension

1. APPROVAL OF THE AGENDA

The agenda was approved as amended, 5b1 was added: GSA: Academically Employed Agreement Update.

2. MINUTES OF THE PREVIOUS MEETING

a) Approval of the April 17, 2009 summary minutes

The minutes were approved as amended (A Webb added to attendance list).

b) Matters arising

None.

3. REPORTS OF STANDING COMMITTEES

Graduate Scholarship Committee

L McGann summarized the Graduate Scholarship Committee Report previously forwarded to Council members. Comments included:

- R Greiner noted that strong recommendation letters will help increase numbers of successful award applications. Computing Science is willing to share a resource on their website detailing a good reference letter.
- K Cameron inquired as to if, in the interest of professional development, unsuccessful students could be supplied with the completed assessment form. L McGann offered that information on how to prepare applications is provided in workshops. Award decisions are made collectively, and the adjudicators' individual notes do not reflect the collective decision. It is recommended that applications be fine-tuned at the department level prior to submission.

4. FORMAL BUSINESS

4.1 Postgraduate Certificates

Councillors had before them the following motion:

That FGSR Council approve the offering of a postgraduate certificate and that revisions to the calendar be approved.

MOTION It was moved by M Adria and seconded by P Lacey that the motion be approved.

In response to an inquiry from J Varsava, the Chair clarified that departments would work on a case-by-case basis, using certificates as a basis of admission or making the courses eligible for transfer credits. F Peters advised that Education Policy Studies counts certificates towards master's credits, as long as they meet program requirements.

VOTE The motion was PUT and CARRIED, 36-0, 5 abstentions.

4.2 Postgraduate Certificate in Teaching and Learning in Higher Education

Councillors had before them the following motion:

That FGSR Council approve the proposal to offer a Postgraduate Certificate in Teaching and Learning in Higher Education.

MOTION It was moved by M Allen and seconded by H Madill that the motion be approved.

H Kanuka and K Campbell joined Council to discuss the proposed program. An advisory committee, including approximately 20 individuals (including GSA representation), has been established to determine details of the program, including entrance requirements, grading criteria and timelines.

Discussion included:

- UTS will study the certificate and track through to students' first positions.
- FGSR wishes to provide this certificate in order to offer the opportunity for those wishing to enter academia.
- Councillors requested further clarification on program specifics, such as who is teaching and who is paying. The program will be taught by individuals such as H Kanuka who have adult and higher-education backgrounds. It will be a cost-recovery program. If approved in time, first intake may be October 2009.
- Once the certificate exists, FGSR can address questions such as reducing research or workload for students taking these courses.
- Certificate is 9 credits: 4.5 per term (including both course and practicum). Courses expected to be one three-hour class per week.
- If the certificate is not approved by Council, it will result in registrants being classified as undergraduates. As these courses are intended for graduate students, the certificate should be offered by the FGSR.

VOTE The motion was PUT and CARRIED, 32-3, 10 abstentions.

4.3 List of Graduands for Spring Convocation 2009

Councillors had before them the list of graduands for Spring 2009 Convocation.

MOTION It was moved by J Landry and seconded by D Manolescu that the list be approved.

VOTE The motion was PUT and CARRIED, 54 – 0, 1 abstention.

5. INFORMAL BUSINESS

a) Question Period

K Cameron asked if policy could be established to ensure term-end course evaluations are provided to teaching assistants (TAs). B Jensen noted her department already evaluates TAs – students complete evaluations, and department staff summarizes and provides results to TAs. P Schiavone noted professors typically share course evaluation results and provide comments to TAs.

M Adria asked if the U of A no longer accepting credit cards for fee payments has created issues with student retention or student stress in other departments. J Landry noted that Financial Services can make arrangements, and has been flexible in arranging payment schemes. Students can also request exact amounts of Canadian currency through their banks, rather than maneuvering exchange rates. If students encounter problems, they can contact the GSA for help.

Regarding energy conservation, it was noted Triffo Hall's lights remain on through the night. The Chair reported that Building Services has been contacted to remedy the issue.

b) Announcements and Reports by the Chair and Councillors

1 GSA: Academically Employed Agreement Update

J Landry reported that the GSA has signed a two-year Academically Employed Graduate Students agreement with the Board, effective September 2009. Details are posted on the GSA website, and will be sent to graduate students, and graduate chairs, coordinators and administrators. (Sec note: Collective agreement is on FGSR website.)

2 Dean's Show-and-Tell: Graduate Student Funding

The Chair provided Council with information detailing graduate student funding comparisons across Canadian Universities.

P Schiavone has been seconded to the Provost's Office for six months. H McDermid will act as associate dean in his absence.

The Chair reported briefly on the Vaniers. The Tri-Council is developing a unified form for the 2010 Vanier nominations, expected to be ready in late August 2009. Departments are asked to provide the Preliminary Assessment form to interested eligible students

The Chair met with the Graduate University of Chinese Academy of Sciences. They are interested in developing exchanges with Canadian partners. Information will be forwarded.

FGSR will be undergoing an internal reorganization, effective June 1, 2009. Student Services will restructure into three areas: Admission Services, Program Services and Award Services.

ADJOURNMENT

The meeting was adjourned at 3:52 pm.