

**Council of the Faculty of Graduate Studies and Research**

Wednesday, May 29, 2019

2:00 to 4:00 pm

University of Alberta Council Chamber, 2-100 University Hall

**Attendance at FGSR Council – May 29, 2019**
**Department/Unit Faculty Representatives**

Agricultural, Food & Nutritional Science	Ben Willing
Anthropology	Andie Palmer
Art & Design	Lisa Claypool
Biological Sciences	James Stafford
Business (non-dept.) - MBA	Michael Maier
Business (non-dept.) - PhD	David Deephouse
Cell Biology	Andrew Simmonds
Chemicals & Materials Engineering	Vinay Prasad
Chemistry	Michael Serpe
Civil & Environmental Engineering	Dave Chan Selma Guigard
Communication Sciences & Disorders	Lu-Anne McFarlane
Dentistry (Medical Sciences)	Patrick Flood
Economics	Heather Eckert
Educational Policy Studies	Jorge Sousa
Elementary Education	Jennifer Branch-Mueller
Extension (non-dept.) (MACT, MACE)	Mary Beckie
Faculte Saint-Jean (non-dept.)	Samira El Atia
History & Classics	Ryan Dunch
Human Ecology	Rachel McQueen
Internetworking (MINT)	Michael MacGregor
Kinesiology, Sport, and Recreation (non-dept.)	Normand Boule
Laboratory Medicine & Pathology	Monika Keelan
Law (non-departmentalized)	Matthew Lewans
Linguistics	Juhani Jarvikivi
Mathematical & Statistical Science	Vincent Bouchard
Mechanical Engineering	Morris Flynn
Medical Genetics (Medical Sciences)	Rachel Wevrick
Medical Microbiology & Immunology	Robert Ingham
Medical Sciences Graduate Program - FoMD	Elena Posse de Chaves
Medicine	Nadia Jahroudi
Modern Languages & Cultural Studies	Micah True
Music	Maryam Moshaver
Nursing (non-dept.)	Diane Kuyk
Obstetrics & Gynecology (Medical Sciences)	Denise Hemmings
Occupational Therapy	Lili Liu
Ophthalmology and Visual Sciences (Medical Sciences)	Karim Damji
Pediatrics (Medical Sciences)	Sujata Persad
Pharmacology	Amy Tse
Philosophy	Ingo Brigandt
Physical Therapy	Mark Hall
Physics	Craig Heinke
Physiology	Greg Funk
Political Science	Siobhan Byrne
Psychiatry	Esther Fujiwara
Psychology	Anthony Singhal
Radiology & Diagnostic Imaging (Medical Sciences)	Lawrence Le
Religious Studies	David Quinter
School of Public Health (non-dept.)	Jeff Johnson
Surgery	Fred Berry
Women's and Gender Studies	Felice Lifshitz

**Associate Deans (Graduate) Representatives for Departmentalized Faculties**

Arts	Tom Spalding
Engineering	Jason Carey
Rehabilitation Medicine	Trish Manns
Science	Mark McDermott

**Ex-Officio Representatives**

FGSR Dean & Vice-Provost (FGSR Council Chair)	Deborah Burshtyn
FGSR Vice-Dean	Bryan Hogeveen
FGSR Associate Dean	Victoria Ruétalo
FGSR Associate Dean	Tracy Raivio
FGSR Associate Dean	Naomi Krogman
FGSR Associate Dean	John Nychka
Senior Officer, Strategic Initiatives	Maxine Clarke
Vice-Provost and University Registrar (or Delegate)	Carlo Dimailig
Vice-Provost and Chief Librarian	Dale Askey
Director, Centre for Teaching & Learning*	Janice Miller-Young

**Graduate Program Administrators Committee (GPAC) Representatives**

Extension	Eileen Crookes
Department of Anthropology	Heather Cook
Department of Mechanical Engineering	Gail Dowler

**Graduate Student Association (GSA) Directly Elected Officials (DEO) Representatives**

GSA President	Fahed Elian
VP Labour	Shanawaz Mohammad
VP Academic	Dylan Ashley

**Graduate Student Association (GSA) Council Representatives**

Biomedical Engineering	Kevin Solar
Civil and Environmental Engineering	Tony Zheng
Educational Policy Studies	Alleson Mason
Electrical Engineering	Thomas Cam
Mechanical Engineering	Fatemeh Razavi
Medicine	Bishoi Aziz
Medicine	Saima Rajabali
Pediatrics	Kim Ho
Pharmacology	Andrew Woodman
Pharmacology	David Tandio
Pharmacology	Zoë Dworsky-Fried
Radiology and Diagnostic Imaging	Martha Ruiz
Surgery - Masters	Catherine Stewart
(ALTERNATE) Pediatrics	Ronan Noble

**Observers – Non-Voting**

FGSR Operations Coordinator (Secretary)	Medha Samarasinghe
FGSR Executive Assistant & Operations*	Andrea Riewe
Assistant Dean, Advancement*	Meghan Unterschultz
Graduate Ombudsperson*	Remonia Stoddart-Morrison
	Brent Epperson
FGSR Governance*	Janice Hurlburt

\*Non-Voting

## **FGSR Council May 29, 2019**

### **1.0 Call to Order at 2:01 PM**

### **2.0 Approval of Agenda for April 24, 2019**

**Moved/Seconded:** Mark Hall /Diane Kunyk

Approved by a show of hands.

### **3.0 Approval of Minutes of April 24, 2019**

**Moved/Seconded:** Dylan Ashley/Mark McDermott

Approved by a show of hands.

### **4.0 Matters Arising from the Minutes**

None

### **5.0 Dean's Report**

Dean Burshtyn clarified that there will be a common portal for all Tri-Council awards to be submitted. They will then be directed to the appropriate Council. The CIHR Doctoral institutional process will involve submission to FGSR for adjudication. The deadline for all Tri-Council submissions is harmonized for September 24th. Please watch for a communication from FGSR soon.

The Graduate Scholarship Committee is revamping the Vanier Scholarship process by requiring preliminary applications to come to FGSR. After an assessment, the top-ranking candidates will be invited to fill out the full applications. The purpose of this process is to ensure that the best applications can go forward. The deadline to submit the initial applications to FGSR for assessment is July 22.

We are expecting the results of the Canadian Graduate and Professional Student Survey (CGPSS) by the end of June.

Last week the new model for international tuition, established in response to Bill 19, was passed at APC. The guiding principle of this new model is to give international students predictability in their program tuition fees for the duration of their program. We will keep you updated on this as it evolves and gets closer to implementation with fall 2020 admissions.

The biggest change is that course-based students will be assessed a program fee (a guaranteed rate over 4 years) for the fixed number of credits required for their program.

The model has gone through APC approval and will go to the Board (June 14th); cost-recovery rates might not be settled until sometime in the fall.

FGSR will provide further information about the specific implications in the fall.

Dean Burshtyn was pleased to announce that the UA and FGSR have been granted a no-cost extension for the Government of Alberta Innovation grant that runs to March 2020. There is funding to continue the GSIP program through the summer as well as to employ the staff in the Career Centre who have been working on initiatives and programs stemming from the grant. The CARU deans are working on another proposal to continue this work.

The Minimum Funding Consultation Report has been completed. Dean Burshtyn gave a really big thank you to Maxine Clarke for her hard work to shepherd it through some consultations and get the report completed for Council. The Provost's office is working on next steps for this plan; expect to hear more in the coming months.

The annual survey of Council and GPAC is going out. Please take a few minutes to give us your feedback as we plan ahead for the coming year.

Wayne Patterson, Vice-Provost and Associate Vice-President (Human Resources), will be attending the September Council meeting to discuss the new impairment policy. This is an opportunity to distinguish when students are acting as students and when they are considered employees. For example, a situation in which a student is working in a lab can be a nuanced issue, and we want to ensure that this group feels comfortable applying the new impairment policies accurately.

Council members raised the issue of reviewing the definitions of students as GRAF vs. GRAs. There are differences to these employment terms and possible implications for students. Dean Burshtyn said she would follow up on getting Council members clarity on these terms. She did note that GRAFs are used when students are conducting research that is not related to their own work.

## **6.0 GSA Monthly Report**

Dylan Ashley, VP Academic, stated that the report was as submitted. He highlighted the fact that the new GSA executive is working on the strategic plan for the coming year.

## **7.0 Proposal: Graduate Scholarship Committee (GSC) New Members**

Vice-Dean Hogeveen thanked the current members for taking the time to be part of this important process.

**Motion:** *Be it resolved that FGSR Council approves the new members of the Graduate Scholarship Committee (GSC).*

**Moved/Seconded:** Tracy Raivio / Tom Spalding

**Discussion:**

A council member noted that there was no graduate student representation on the GSC. Vice-Dean Hogeveen stated that at this time it is seen as a conflict of interest.

**Motion Carried**

**8.0 Discussion: Graduate Scholarship Advisory Committee (GSAC)**

Vice-Dean Hogeveen summarized that, to date, the FGSR approval process for new awards and scholarships has been undertaken by the GSC Chair and the Awards Supervisor; however, in order to give FGSR Council members more representation in this process, there will now be a Graduate Scholarship Advisory Committee (GSAC). This will ensure that more perspectives are brought to the approval of new awards and their terms of reference. Vice-Dean Hogeveen thanked the current FGSR council members who will be participating in the GSAC for the upcoming term.

A council member suggested that this may be a committee on which graduate student representation might be valuable. Associate Dean Raivio will bring the suggestion back for review and consideration.

**9.0 Proposal: PD Requirement Calendar Language Change**

Currently, the PD requirement must be met by all graduate students in all graduate programs; however, some programs have their own offerings which would allow students in those programs to fulfill the requirement. Programs which currently have their own offerings include Education and Law. These programs are currently listed as “exempt” in the calendar.

FGSR is proposing to clarify the PD requirements section of the calendar by removing the language stating that the PD requirement “does not apply” to students in programs offered by the faculties of Education and Law, and replacing it with a statement directing students to their graduate program entry for program-specific PD requirements. FGSR is also removing the word “exempt”.

Parallel calendar changes from the Faculty of Law, Educational Studies, Elementary Education and Health Sciences Education will also be required. Each contains standard wording for how their graduate programs will fulfil the PD requirement. These changes were approved or are about to be approved by the Faculties of Law and Education with delegated authority from FGSR.

**Motion:** *Be it resolved that the FGSR Council approve the proposed changes to the calendar language for the Professional Development requirement, to take effect upon final approval and to be published in the 2020-2021 Calendar.*

**Moved/Seconded:** David Deephouse / Morris Flynn

**Discussion:**

Council members discussed what the proposed wording change would mean for individual students seeking exemptions based on factors such as life experience, work experience, etc. Dean Burshtyn acknowledged that this was an important question to consider, noting that the current practice is that such requests are considered on a case by case basis. A council member suggested that the second sentence of the current calendar wording be added back in to directly state this process.

*A graduate student in a non-exempt program may seek exemption from the Professional Development Requirement with the approval of their supervisor (if thesis-based), the graduate coordinator, and the Dean of the Faculty of Graduate Studies and Research.*

**\*The motion was voted on as amended to include the sentence above about individual exemptions.**

**Motion Carried**

**10.0 Proposal: Academic Appeals Process Change**

The FGSR appeals process has been updated to align with GFC policy. There are also definitions to provide clarity to students. Dean Burshtyn extended her gratitude to Andie Palmer (Academic Appeals Chair), the Office of the Student Ombuds, the GSA, and the FGSR executive team for their work on revising this document to ensure clarity and consistency

**Motion:** *Be it resolved that FGSR Council approve the proposed changes to the Faculty of Graduate Studies and Research Academic Appeals Procedures to provide clarity and to harmonize with, and be in compliance with, GFC policy.*

**Moved/Seconded:** John Nychka/Tom Spalding

**Discussion:**

A graduate student appreciated the clarity this revised document brings to students during what is certainly a stressful time. Members of council were impressed with the thoroughness and detail in the policy.

**Motion Carried**

**11.0 Discussion: Learning Outcomes**

Dean Burshtyn noted that the rationale behind implementing a formalized structure and process around learning outcomes was to take something that is probably implicit in many programs and make it explicit. FGSR's role includes providing tools for programs to do this in accordance with the AB credentials framework.

Maxine Clarke has led the consultation process for Learning Outcomes with groups including APC, GFC, and the GSA executive. Some of the feedback includes the following points:

- programs want to be able to customize the outcomes based on their own disciplinary requirements;
- there are differing opinions about whether teaching is or is not a key competency;
- there are differing opinions about the requirement for publications by graduation.

Dean Burshtyn highlighted that the template is meant to include the minimum standard (most of this is from ABCF) and allow room for the specifics of each program. This is a good step for the institution, the students, and the programs. Programs will also find the delineation of outcomes between Master's and PhD programs useful.

While the template under discussion is the PhD version, there is still work to be done to refine the requirements for Master's course- and thesis-based programs. Discussions indicated that there was interest in thinking more broadly about the skills and competencies and looking at what constitutes core skills.

**MOTION A:** *Be it resolved that the FGSR Council approve the calendar entry on Program Learning Outcomes, to be published in the 2020-2021 Calendar.*

**Moved/Seconded:** John Nychka / Monika Keelan

**Discussion:**

The GSA VP Academic noted that the GSA is incredibly supportive of this initiative because they see value in communicating to students what they should be doing during their programs.

Dean Burshtyn noted that if members had additional thoughts or comments, they provide them to Maxine in the next week.

**Motion Carried**

Dean Burshtyn outlined that the University of Alberta specific section will need to go through a governance approval path which may include GFC. They have seen the current draft before, and members had no concerns.

**MOTION B:** *Be it resolved that the FGSR Council endorse the "UofA PhD Learning Outcomes" sections of the Learning Outcomes template.*

**Moved/Seconded: John Nychka/ Dylan Ashley****Discussion:**

Members discussed the issue of research competency (pg. 3) and the differences between “conceptualization” and “formulation”. Some wondered whether “conceptualizing” is too general a term, when what the program actually requires is formulation. Dean Busthyn suggested that if the term “formulating” is useful within the context of the program, there is opportunity to add it in when adjusting the template to fit the specific requirements of the program’s learning outcomes.

There was further discussion about the definition of “communication” (pg 12). Communication is defined as the ability to communicate complex ideas; but the template makes no mention of an audience. Is there a specific audience in mind? Dean Burshtyn clarified that this is GoA language which defines the word broadly so that it can be made more specific for individual programs as appropriate.

Dean Burshtyn explained that the Learning Outcomes Working Group has been thinking about the FGSR-level outcomes such as PD and Ethics requirements. There are five categories; the black font appearing in the template is verbatim from the GoA, while the blue font is specific to the UofA and contains the FGSR enhancements. Since this is an endorsement of the template and not the exact wording, please note that the blue font details are still only suggestions.

Council members suggested that it was good to have space to make contents specific to each program. Some noted that the language was sometimes aspirational, rather than referring only to the minimums.

As programs are going through reviews they should be able to ensure that the outcomes for their specific programs are in place. This year the Provost’s office has been asking that the program reviews produce something similar to outcomes.

Members noted that these templates will be very helpful.

**Motion Carried**

Dean Burshtyn introduced Peter Mahaffey, a Chemistry Professor at the King’s University and the co-chair of Campus Alberta Quality Council (QAQC).

Dr Mahaffey was pleased to see this issue moving forward at FGSR. He thanked Council for their insights and support, on behalf of the QAQC. Clearly outlining what students need to learn by the end of their programs helps make the programs better. Creating learning outcomes has been an ongoing focus for QAQC since 2017. The FGSR working group’s efforts will be useful to other CARUs and other institutions across Canada as they implement learning outcomes.

## **12.0 Key Findings from the PhD Career Preparation and Outcomes Study**

In keeping with similar studies conducted by the Universities of Toronto and British Columbia, in the spring of 2018, the Faculty hired a research consultant to connect with the university's PhD alumni who graduated between 2005 and 2017. This was intended to help the university better understand the PhD experience post-graduation, and to provide insight into how to better support current and future PhD students.

The study looked at the career outcomes for 5,125 PhD alumni who graduated between 2005 and 2017. FGSR successfully and reliably secured career outcomes for 85 percent of this population, for a total of 4,365 UAlberta PhD graduates.

Study results showcase an overall PhD success story: our alumni are researchers, innovators and leaders who are contributing their talents and skills in many ways. They're full-time professors; they manage not-for-profits; they're governmental department directors and CEOs of startups.

FGSR is exploring how this information can be leveraged and distributed to key stakeholders.

## **13.0 Spring Associate Deans' Report**

Associate Dean Naomi Krogman summarized the types of cases the FGSR's Associate Deans worked on over the academic year. The Associate Deans handled 183 cases in the 2018-2019 academic year. She thanked the many Grad Chairs who worked in collaboration with the ADs to resolve student cases. The majority of cases were academic issues such as instances when students were required to withdraw or asked for extensions. The remainder were interpersonal conflicts involving students, supervisors and departments, and instances where the Associate Deans consulted on other situations with departments and Grad Chairs.

## **14.0 Wrap-up of Best Practices Corner: After Exams, Summary, Resources and Next Steps**

Associate Deans Victoria Ruetalo and Tracy Raivio summarized the ongoing discussions that Council had this year about chairing exams. The notes from their presentation, as well as the useful decision trees, can be found [here](#).

## **15.0 Question Period**

There were no questions arising from the Dean's written report.



Dean Burshtyn announced that the Peter Lougheed Leadership College has completed a mental health vodcast, which includes one video centered on graduate student mental health. She encouraged council members to check it out.

Professional Development Days are next week. Seats are already filled and there's a waiting list for the sessions. There will be a new workshop this year on innovation.

Dean Burshtyn was pleased to present the *Innovation Handbook*, funded by the GoA grant, and developed as a collaboration between FGSR and the FoMD, with input from a number of partners including the Office of the VPR, TEC Edmonton, and the Faculties of Engineering, Science and the Alberta School of Business. This new handbook will replace the outdated document on Intellectual Property and Copyright. You can look forward to a hardcopy in the mail in the coming weeks. A digital copy will also be available on the FGSR website.

On the awards front this year we did as well as last year for NSERC; however, we only received 4 Vanier awards this year compared to 10 last year. We are not sure why this is, but many other universities are also questioning their rankings and results. The applications going out of the UofA are getting stronger in part due to the more specific workshops and training we are providing students.

#### **15.0 Comments from Vice-Dean Hogeveen**

Vice-Dean Hogeveen took a moment to express his gratitude and appreciation to Dean Burshtyn, on behalf of FGSR Council Members and the FGSR staff, for her leadership during the past year.

**The meeting was adjourned at 3:50 PM.**

**\*\*Please note that we were not able to meet quorum at the meeting so the voting items were sent to the Council representatives of the departments that were not in attendance. The total results are as follows:**

**Item 5.0 - Graduate Scholarship Committee New Members**

Approve - 72

Abstain - 2

Oppose - 0

**Item 9.0 - PD Requirement Calendar Language Change**

Approve - 71

Abstain - 5

Oppose - 1

**Item 10.0 - Academic Appeals Procedure Changes**

Approve - 67

Abstain - 3

Oppose - 0

**Item 11.0 - Learning Outcomes**

**Motion A - Approve the calendar entry on Program Learning Outcomes**

Approve - 67

Abstain - 5

Oppose - 0

**Motion B - Endorse the "UofA PhD Learning Outcomes" sections of the template**

Approve - 69

Abstain - 3

Oppose - 0