

**Summary Minutes of a Meeting of the  
COUNCIL OF THE FACULTY OF GRADUATE STUDIES AND RESEARCH  
Held in the Council Chamber, University Hall  
Friday, September 16, 2005, 2:00 pm**

Attendance

MRT Dale in the Chair	M Shirvani
M Haughey	J Varsava
T Krukoff	H Hogg, Secretary

Department Representatives

O Beattie, Anthropology	J Acker, Lab Medicine & Pathology
A Whitelaw, Art & Design	Z Xia, Mechanical Engineering
H Proctor, Biological Sciences	J Vance, Medicine
GD Olsen, Business (MBA)	R Thornberry, Modern Lang & Cultural Stds
AE Nelson, Chemical & Materials Eng	H Klumpenhower, Music
J Takats, Chemistry	R Godbout, Oncology
D Zhu, Civil & Enviro Engineering	S Dunn, Pharmacology
A Braz, Comparative Literature	P Gervais, Physical Education & Recreation
N Amaral, Computing Science	R Marchand, Physics
Lai Fong Leung, East Asian Studies	CG Benishin, Physiology
F Peters, Educational Policy Studies	P Dixon, Psychology
R McKay, Elementary Education	P Hagler, Rehabilitation Medicine
D Read, English & Film Studies	P Blenis, Renewable Resources
S Varnhagen, Extension	W Adamowicz, Rural Economy
M Cavanagh, Faculté Saint-Jean	WA Johnston, Sociology
H Madill, Health Promotion Studies	P Schneider, Speech Pathology & Audiology

Graduate Student Representatives

T Bakinson, President	C Delling, Modern Lang & Cultural Studies
G Hao, VP Labour Relations	C Schreyer, Anthropology
K Cameron, Educational Psychology	L Harris, Neuroscience
A Siemens, Renewable Resources	B Jensen, Earth & Atmospheric Sciences

Ex officio

A Greenshaw, Office of the VP (Research)	A Schmude, Office of the Registrar
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Observer

C Hackett, Graduate Student Ombudsperson

**1. APPROVAL OF THE AGENDA**

The agenda was approved.

**2. MINUTES OF THE PREVIOUS MEETING**

a. Approval of the minutes of May 13, 2005.

The minutes were approved.

b. Matters arising

There were no matters arising.

**3. NEW BUSINESS**

**3.1 Master's Bypass**

MOTION: It was moved by M Haughey and seconded by M Shirvani that the following policy regarding master's bypass be approved.

All students who have been recommended for a Master's Bypass must have a supervisory committee set up and the supervisory committee must approve the recommendation for a change of category to a doctoral program.

VOTE: The motion was PUT and CARRIED, 39-1, 4 abstentions.

**3.2 Doctoral Candidacy Examination Timeline**

MOTION: It was moved by M Haughey and seconded by T Krukoff that a policy requiring doctoral candidates to pass the candidacy examination no later than 36 months from the program start date be approved.

Councillors debated the motion, raising the following points:

- 36 months was too early to hold the candidacy exam, especially when students: i) are required to complete extensive coursework; ii) may take a leave of absence for health reasons; or iii) study part-time
- the requirement would assess and challenge students earlier in the program, thereby enhancing the research experience and avoiding situations where students invest years in a program, only to fail the candidacy exam
- some councillors suggested counting from the end of the program
- the role of candidacy exams needs to be re-examined entirely

MOTION

TO TABLE: It was moved by J Takats and seconded by F Peters that the motion be tabled.

VOTE: The motion to table was PUT and CARRIED, 34-12, 3 abstentions.

**3.3 Admission with Conditions/Probationary Graduate Student**

MOTION: It was moved by M Haughey and seconded by H Madill that the Probationary Graduate Student classification be eliminated, and that the regular degree category be used with either "admission with conditions" or "on probation".

The Chair advised conditions of admission would still be clearly stated at the time of admission and a transcript of "On Probation" would appear if a student's academic standing falls below the minimum. Eliminating the Probationary category would streamline work for the FGSR and departments and prevent several time-consuming change of category requests.

VOTE: The motion was PUT and CARRIED, 44-2, 3 abstentions.

### 3.4 Classification of Graduate Students

MOTION: It was moved by M Haughey and seconded by M Shirvani that doctoral students be admitted to a doctoral program rather than admission as a provisional candidate and the transcript statement reading "Doctoral Candidacy Examination Completed" be added once the candidacy exam is passed.

The Chair advised the proposal would further streamline the number of graduate student categories and prevent the time-consuming change of category requests currently done once candidacy examinations are passed.

VOTE: The motion was PUT and CARRIED, 43-1.

### 3.5 TOEFL iBT

MOTION: It was moved by J Varsava and seconded by T Krukoff that the TOEFL iBT (internet-based test) be used to meet the FGSR English Language Requirement and that the FGSR minimum requirement for the iBT be a total score of 88 with a score of at least 20 on each of the individual skill areas.

J Varsava said the minimum score of 88 is comparable with the minimum scores established by other Canadian graduate schools and would capture students in the 77 percentile of TOEFL. He added TOEFL is phasing out the computer- and paper-based TOEFL tests.

VOTE: The motion was PUT and CARRIED, 33-7, 3 abstentions.

## 4. INFORMAL BUSINESS

### a. Question Period

There was a concern that some students did not have enough hours to meet the FGSR's eight-hour ethics training requirement. T Krukoff advised she could help departments establish additional training to meet the minimum number of hours.

### b. Announcements and Reports by the Chair and Councillors

#### 1. 2004-2005 Graduate Exit Survey Report

The Chair advised that student exit surveys collected during 2004-2005 had been analyzed and would be posted on the FGSR website in the near future.

#### 2. Report on Award Winners

The Chair advised that a report analyzing graduate award winners would also be posted on the FGSR website in the near future.

#### 3. Orientations

M Haughey presented data gathered from departments regarding the various orientation methods for new and continuing graduate students.

### 4. PDF Association

The Chair advised the Postdoctoral Fellows Office and University administration is currently working towards formalizing a Postdoctoral Fellows Association.

### 5. Ratings in the Second Round of Graduate Programs and Research Reviews

The Chair advised the second and final round of Graduate Programs and Research Reviews are complete and most department scores have increased. The Chair said he would present a statistical report in the future. He also advised unit reviews, administered by the Provost Office, will be replacing the graduate review process.

### c. Other Business

In response to a question from the May 2005 FGSR Council meeting, J Varsava provided the following information:

- 26 of the 49 students who received doctoral General awards came from the doctoral alternate list
- 34 of the 62 students who received master's General awards came from the master's alternate list

## 5. ADJOURNMENT

The meeting was adjourned at 3:20 pm.