

**Summary Minutes of a Meeting of the  
COUNCIL OF THE FACULTY OF GRADUATE STUDIES AND RESEARCH  
Held in the Council Chamber, University Hall  
Friday, December 19, 2008, 2:00 pm**

Attendance

M Shirvani in the Chair                      L McGann  
M Allen    P Schiavone

Department Representatives

N Kav, Agriculture, Food & Nutritional Sci	M Lipsett, Mechanical Engineering
J Greer, Art & Design	M Glerum, Medical Genetics
I Gellatly, Business PhD	P Lacy, Medicine
B Hayes, Chemical & Materials Eng	K Moore, Nursing
J Takats, Chemistry	A El-Kadi, Pharmacy & Pharmaceutical Sciences
M Loewen, Civil & Environmental Eng	A Schmitter, Philosophy
R Greiner, Computing Science	N Galambos, Psychology
C Rinaldi, Educational Psychology	A Senthilselvan, Public Health Sciences
R McKay, Educational Studies	F Landy, Religious Studies
I Johnson, Educational Studies	P Blenis, Renewable Resources
J McMullin, Electrical & Computer Eng	T Carson, Secondary Education
J McClay, Elementary Education	W Johnston, Sociology
T Zackodnik, English & Film Studies	P Schneider, Speech Pathology & Audiology
M Adria, Extension (MACT)	
C Couture, Faculte Saint-Jean	
H Madill, Health Promotion Studies	
M Yahya, Law	
A Samek, Library & Info Studies	

Graduate Program Administrators

F Hey, Public Health Sciences  
S Campbell, Medicine

Graduate Student Representatives

B Whynot, GSA President	B Jensen, Earth & Atmospheric Sciences
C Levesque, GSA VP Academic	K Cameron, Educational Psychology
C Prado, Ag, Food & Nutri Sciences	M Shahbakhti, Mechanical Engineering
L Sutherland, Ag, Food & Nutri Sciences	S Ahmed, Pharmacy & Pharmaceutical Sciences
R Shott, Biochemistry	

Guests

M Carbonero, Educational Psychology  
F Smart, Dean, Education  
V Yiu, Medicine and Dentistry  
O Yonge, Vice-Provost (Academic Programs)

**1. APPROVAL OF THE AGENDA**

The agenda was approved.

**2. MINUTES OF THE PREVIOUS MEETING**

- a. Approval of the October 10, 2008 summary minutes  
The minutes were approved as amended (B Jensen added to attendance list).

**3. REPORTS OF STANDING COMMITTEES**

**3.1 FGSR Council Policy Review Committee: Leave of Absence; Program Extensions; Program Time Limits**

The chair reported that the FGSR Council Policy Review Committee was now in place and is composed of M Shirvani (Dean, FGSR), L McGann (Assoc Dean, FGSR), H Hogg (Asst Dean, FGSR), N Kav (Graduate Coordinator, AFNS), B Lemire (Graduate Coordinator, Biochemistry), J McClay (Graduate Coordinator, Elementary Education), B Skrypnek (Graduate Coordinator, Human Ecology), B Whynot (President, GSA), C Levesque (V-P Academic, GSA), F Hey (Graduate Administrator, Public Health Sciences), C Hackett (Grad Ombudsperson). At the request of the Committee, M Shirvani agreed to chair.

It was noted that the Council Policy Review Committee can invite guests. For example, since Science and Engineering were not represented, volunteers from those Faculties were invited to serve a term or a year on the committee.

N Kav presented the proposed policy changes which had been provided to Council. The major change proposed is for any approved leave of absence to 'stop the clock' for the graduate student. The Chair provided statistics on the last six and a half years of program extensions. Since FGSR Councilors believed that the proposed changes were advantageous, there was agreement to proceed with the motion at the meeting.

MOTION: It was moved by N Kav and seconded by L McGann that the proposed changes before Council be approved.

Council requested two amendments to the proposed changes:

- Pages 1 & 3: '...any approved leave of absence...' amended to '...any FGSR approved leave of absence...'
- Page 2: '...approved by the supervisor/supervisory committee' amended to '...approved by the supervisor and/or supervisory committee'

Amendments were friendly to the motion.

VOTE: The motion to approve the proposed changes was PUT and CARRIED, unanimously.

### 3.2 Dean's Advisory Committee on Awards: QEII Graduate Scholarships: Department quotas update

In the discussion, the chair noted minimum requirements, eg, at least a 3.3 GPA must remain, but that departments can elect to set a higher minimum GPA. FGSR will have the FGSR's internal requirements ready for January 2009.

The Chair presented two potential formulas for distributing the QEII's among departments, both using numbers of departments' eligible students, past awards, etc and applying different weighting to these categories. Councilors provided feedback on potential issues in using only eligible students versus total number of enrolled students, which awards to include in the department count, and if other criteria such as government-funded international students should be included as they also reflect the quality of a department. It was suggested that the formula include a minimum QEII award number per department, and that weighting should be assigned for each of the criteria to be used in the formula. Councilors requested a timely decision on the quotas since this would aid current recruitment efforts. FGSR will finalize the formula for the January 2009 Council meeting.

## 4. FORMAL BUSINESS

### Proposal for a Master of Education in Health Sciences Education

MOTION: It was moved by M Allen and seconded by M Yahya that Council approve the Proposal for a Master of Education in Health Sciences Education.

A GSA representative noted that the budget predicts the student load doubling, but the RA funding increase is by only \$800. The presenters noted that the enrollment estimates are accurate, but the budget needs to be revised and will be corrected.

VOTE: The motion to approve the proposal for a Master of Education in Health Sciences Education was PUT and CARRIED, 37-0, 6 abstentions.

## 5. INFORMAL BUSINESS

### a. Question Period

A Councilor suggested that as the U of A has no official policies/guidelines on marking and grading of graduate-level courses, perhaps they should be developed by the FGSR. The Chair agreed that this should be reviewed and asked that the issue be addressed by the FGSR Policy Review Committee.

A guest from Mechanical Engineering requested that Council address the possibility of allowing students, particularly international students, to begin their programs of study in May (without penalty, ie payment of fees) and he outlined the advantages to this. He noted that several institutions allow for this, and the U of A is losing prospective students. Though some supervisors fund students during this time, not all departments have the budget to do so.

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

### 1. Graduate Students' Association (GSA) presentation on its services and funding programs

In the presentation, C Levesque reported that the GSA will be holding a winter orientation for new students the first week of January 2009. GSA has proposed a committee of the GSA and the graduate coordinators to tackle issues such as the expansion of graduate student numbers, and plan to hold one meeting each year. Invitations to this year's April meeting will be sent in February.

### 2. Bologna Conference

O Yonge joined Council to promote the Canadian Perspectives on the Bologna Process conference from March 19-20, 2009. Any questions or requests for further information on the Bologna Process can be sent to Dr Olive Yonge at olive.yonge@ualberta.ca.

## c. Other Business

The Chair shared statistics on graduate applications, and reminded departments to use the checklist provided to ensure applications are complete when sent to the FGSR. If application documents are missing, the application will be sent back to the graduate administrator with the notation copied to the graduate coordinator.

The Chair noted that the expected value of awards funding will decrease by approximately 23%, based on a decrease in endowments. This is expected to affect the travel awards.

## ADJOURNMENT

The meeting was adjourned at 4:03 pm.