

Summary of a Meeting of the
COUNCIL OF THE FACULTY OF GRADUATE STUDIES AND RESEARCH
Held in the Council Chamber, University Hall Wednesday,
September 21, 2011, 2:00 pm

Attendance

M Shirvani, Dean in the Chair R Poliquin, Vice-Dean
J Harrington, Assoc Dean I Johnston, Assoc Dean

Department Representatives

S Harris, Art and Design	T Nearey, O Rossier, Linguistics
D Stuart, Biochemistry	T Hillen, Math & Statistical Sciences
H McDermid, Biological Sciences	S Mitra, Mechanical Eng
J White, Business MBA	S Hughes, Medical Genetics
D Cooper, Business PhD	D Burshtyn, Med Micro Immunology
T Simmen, Cell Biology	A Nahachewsky, MLCS
K Cadien, Chem Mat Eng	H Bashaw, Music
M McDermott, Chemistry	C Andersen, Native Studies
I Sywenky, Comp Lit	K Moore, Nursing
J Sander, Comp Sci	A El-Kadi, Pharm, Pharm Sci
T Chacko, Earth Atmospheric Sci	L Kline, Physiology
B Humphreys, Economics	L Thorlakson, Political Sci
D Chovanec, Ed Pol Sci	C Dickson, Psychology
Y Tsui, Electrical and Comp Eng	G Jhangri, Public Health Sci
C Harol, English and Film Studies	J Volden, Rehab Sci
Y d'Entremont, Faculte Saint-Jean	F Landy, Religious Studies
B Skrypnek, Human Ecology	G Armstrong, Renewable Resources
M Engle, Humanities Comp Prog	G Thomas, Secondary Ed
J Martin Lab Med and Path	K Hughes, Sociology
R Brown, Law	C Boliek, Speech Path and Aud
M Mackey, Library Info Studies	

Graduate Program Administrator Representatives

J Forslund, AFNS G Mathew, Anthropology

Graduate Student Representatives

N Yousefi, GSA VP Academic
T Korassa, GSA VP Labour
B Berahman, Chem and Mat Eng
S Gilady, Medicine
F Mani, Chem and Mat Eng
J Meston, Educational Policy Studies
C Poveda, Mechanical Eng
A Schlacht, Cell Biology
J Stolar, Renewable Resources

Exofficio

L Rose, FGSR Council Secretary
F Peters, Chair FGSR Academic Appeals Committee
G Pavlich, Office of the VP Research
A Schmude, Office of the Registrar

Guests/Observers

T Krukoff, FoMD
L Harder, Arts
C Hanrahan, FGSR

1 APPROVAL OF THE AGENDA

The agenda was approved.

2 SUMMARY OF THE PREVIOUS MEETING

Approval of the May 18, 2011 summary minutes
The minutes were approved.

3 Matters arising from the minutes
None.

4 Comments from the Chair

The Chair introduced Lindsey Rose, FGSR Manger, HR & Finance, who is the new senior APO for FGSR. In this role, she will oversee the FGSR budget and finance matters, supervise all FGSR staff in Program Services & Admissions, IT, Finance, and Scholarships. She will provide strategic operational and policy recommendations to the Dean; manage FGSR Communications strategy and serve as the FGSR Council Secretary.

Results and recommendations of latest FGSR presentation at the ADCD were shared with FGSR Council. The Dean noted that there are changes pending as a result of the Review and that further broad discussion would be forthcoming.

ACTION ITEMS

- 5 Changes to the FGSR Academic Appeals Regulations
J Harrington proposed that the following changes to procedures for FGSR Academic Appeals be made:
a) Notice of Witnesses, Article 1.5.1.4 Procedures
Insert the following statements after 2nd sentence:

"Once a hearing date is set, each party must promptly inform the FGSR Appeals Coordinator whether it is their intention to call witnesses, and each party is responsible for securing the attendance of their witnesses at the hearing. The FGSR Appeals Coordinator shall ensure that as witnesses become known, the other party and the Panel members are informed as to the identity of any witnesses."

The motion to approve the proposal was PUT and CARRIED, 52 – 0, 1 abstention.

- b) Time for Writing the Decision, Article 1.8
Change timeline for written decision from 7 "calendar" days to 7 "working" days

The motion to approve the proposal was PUT and CARRIED, 55 – 0, 0 abstentions.

- 6 d) FGSR Calendar Changes
R Poliquin proposed the FGSR Changes to the Calendar for 2012-2013 to the following sections for the Calendar (see meeting materials for details):

- 203.2.2 Program Fees
- 203.3.2 Minimum Units of Course Weight Registration Requirements
- 203.7 Language Requirements
- Graduate Studies Chart1, Graduate Degrees

It was noted that the changes reflect previously approved program, policy, or fees changes.

Questions and concerns were raised regarding the change from 2 to 4 installments for program fees and student abilities to budget over a year; the impact of market modifiers; access for students to view term fees in Bear Tracks; and general implementation challenges for departments.

It was agreed that FGSR will prepare a memo with frequently asked questions and answers that programs may send to the students.

The motion was PUT and CARRIED, 45 – 3, 5 abstentions.

INFORMATION ITEMS

- 6 b) Protected Persons Status – Ada Schmude
A Schmude explained that the Department of Alberta Advanced Education and Technology had notified the University that students with Refugee Status in Canada are not required to pay differential fees. The Registrar's Office will cover that fee. Questions about this should be directed to the Registrar's Office.
7. Report on Student Cases
J Harrington presented a summary review of student cases heard by the FGSR Academic appeals Committee in 2010-2011. Information regarding the nature of issues that were addressed informally by the FGSR was also presented, including numeric data regarding allegations which fall under the Code of Student Behaviour. She noted that the FGSR Associate Deans are available to Departments and Students regarding academic student issues and explained that additional resources were also available via the

FGSR website, including links to the FGSR Academic Appeals Regulation, the Code of Student Behavior, and the University Research & Scholarship Integrity Policy on UAPPOL.

- 8 Comments from the Chair

M Shrivani noted concern regarding offers of admission which include offers of financial support. As such, these letters carry a contractual obligation from the University of Alberta to the student and the language in letters of offers of admission from Departments should be cognizant of this fact. He added that details regarding funding must be accurate, such as continued funding being contingent on full-time status, academic standing, etc. Programs may send admissions letters to the UofA General Counsel for review.

- 9 Report of the Graduate Students' Association

In addition to the report circulated with the meeting materials for this meeting, N Yousefi explained that the Undergraduate Research Initiative allows Undergraduate students to submit funding proposals for grants. He added that the GSA is currently working with the Provost toward a similar initiative at the Graduate level.

ADJOURNMENT

The meeting was adjourned at 3:55 pm.