

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

Wednesday, January 20, 2016

2:00 to 4:00 pm

University of Alberta Council Chamber, 2-100 University Hall

**Attendance at FGSR Council – January 20, 2015****Department Council Rep**

Biochemistry, David Stuart  
Business MBA, M Maier  
Business PhD, David Deephouse  
Cell Biology, Thomas Simmen  
Chemical & Materials Engineering, Vinay Prasad  
Chemistry, Mark McDermott  
Civil and Environmental Engineering, Dave Chan  
Communications & Technology (MACT) Thomas Barker  
Communication Sciences and Disorders, Teresa Paslawski  
East Asian Studies, Daniel Fried  
Educational Policy Studies, Heather Kanuka  
Educational Psychology, George Buck  
Educational Studies, Elaine Simmt  
Electrical and Computer Engineering, Marek Reformat  
English and Film Studies, Julie Rak  
Faculte Saint-Jean, Samira El Atia  
History and Classics, Adam Kemezis  
Human Ecology, Arlene Oak  
Library & Information Studies, Ali Shiri  
Mathematical & Statistical Sciences, Jochen Kuttler  
Mechanical Engineering, John Doucette  
Med Sci-Dentistry, Patrick Flood  
Med Sci-Medical Genetics, Sarah Hughes  
Modern Lang & Cult'l Studies and Comp Lit, Victoria Ruetalo  
Native Studies, Sean Robertson  
Occupational Therapy, Mary Forhan  
Pharmacy & Pharmaceutical Sciences, Scot Simpson  
Philosophy, Ingo Brigandt  
Physical Education & Recreation, Donna Goodwin  
Physical Therapy, Mark Hall  
Physics, Richard Marchand  
Psychology, Anthony Singhal  
Religious Studies, Wili Braun  
Resource Econ and Environmental Soc. John Parkins  
School of Public Health, Linda Carroll  
Sociology, Karen Hughes  
Surgery, Thomas Churchill

**Associate Deans Graduate**

ALES, Anne Naeth  
Education, Jill McClay  
Science, Chris Sturdy

**Graduate Program Administrators (GPAC)**

Daneel Blair, Computing Science

**GSA Representatives**

Colin More, GSA President  
Ahmad Al Dabbagh, ECE  
Michal Juhas, Psychiatry  
Joshua Lee, Medical Genetics  
Chelsea McNaughton, Business  
Hannah Madsen (MLIS/MBA)  
Estacio Pereira, Civil and Env Engg  
Leticia Pereira AFNS  
Shichao Yue, Mechanical Engg

**Ex officio****Alumni Council**

Christopher Michell-Viret

**FGSR**

Debby Burshtyn, Assoc Dean  
Bryan Hogeveen, Assoc Dean  
Suzanne Kresta, Assoc Dean  
Veronica Smith, Assoc Dean  
Mary Sturgeon, Assistant Dean (Administration)  
Heather Zwicker, Vice-Provost and Dean  
Medha Samarasinghe, Executive and Operations Assistant  
Susan Slenders, Administrative Assistant

**Guests/Observers:**

Janice Hurlburt, FGSR  
Joyce Anderson, FGSR  
Brent Epperson, Graduate Ombudsperson  
Deanna Davis, FGSR  
Bernadette Martin, Associate Dean FRM

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1. **Meeting was called to order** at 2:00 pm (Heather Zwicker)
2. **Approval of Agenda**  
With change of Bryan's item  
Moved/seconded: D Deephouse/ T Churchill  
Vote (Yes/No/Abstain):  
Approved with change to order.
3. **Approval of Previous Minutes**  
Notation on the bottom of attendance, "New to council as of 2015" should be amended.  
Moved/seconded:  
Vote (Yes/No/Abstain):  
Approved.
4. **Matters Arising From the Minutes**  
None.
5. **Report from the Dean** (Heather Zwicker)
  - H Zwicker gave overview of three objectives and four strategic priorities of the FGSR Strategic Plan. The public version will be on the FGSR website.
  - After the November Council meeting where Council members broke out into groups to discuss potential issues to forward to the Institutional Strategic Planning (ISP) committee on behalf of graduate programs and graduate students, the main points that came out of that discussion formed five key threads in the on-line discussion site called Loomio.
  - The online discussion threads were:
    - Graduate Student Teaching
    - Cross-Disciplinary Curriculum
    - Supervision and Mentoring
    - Cohesive Campus Culture
    - U of A Identity/ Edmonton Identity
  - 60 council members signed into the Loomio site and engaged in discussions, made proposals and counterproposals, and noted agreement or disagreement with the proposals in each thread, over the space of a few weeks.
  - H Zwicker summarized the discussions into the following four key points and forwarded same to the ISP committee for consideration:
    - 1) The UofA should build a recognizable identity by emphasizing Edmonton's strengths.
    - 2) The UofA should remove institutional barriers to interdisciplinary study, and should provide spaces where conversations between the disciplines are fostered and encouraged.
    - 3) Foster excellence in graduate supervision.

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- 4) Teaching is a crucial professional skill, whether graduate students become professors or not. Mastery of teaching requires mastery of the subject, and also requires highly marketable skills in mentoring, communication, and leadership.
- Inspiring Possibilities: FNMI recruitment event on March 8, 2015. Working with Dean of Students, President and FNS on developing the event. Partnering with Blue Quills College. Five part event. Council members are encouraged to attend, invite your graduate students, advise the Dean (and copy Medha) on whether you can attend and the names of any students attending, and invite undergrads to attend.
  - Indigenous Graduate Award – Applications due Feb 8; results in March 2016.
  - FGSR is hosting the 3 Minute Thesis (3MT) finals again this year. Staggered events starting week of Jan 18. Invite all Council members to attend the final event on April 13. Hoping this will be a community engagement event as we invite members of the public.
  - Killam Excellence in Mentoring. This is a bit undersubscribed; we are skilled at mentoring students, so would like this to be a more robust competition than in past years. Please nominate. Deadline is March 11.
  - M Sturgeon gave a high level overview of the Grad Admissions roll out process and timing.
6. **New Graduate Scholarship Committee members** (Bryan Hogeveen)  
B Hogeveen explained process of building up the committee; filling vacancies. Thanks members of GSC for their hard work.

**Motion:** Motion: Be it resolved that the Council for the Faculty of Graduate Studies and Research approves the Graduate Scholarship Committee membership.

Moved/Seconded: B Hogeveen/V Prasad

Vote (Yes/No/Abstain): 53/0/0

Approved

7. **Laddering Diplomas and Certificates into Course-based Master's** (Debby Burshtyn)  
D Burshtyn introduced the topic of laddering.

There is a long list of proposed Post-baccalaureate Certificates (PBCs) that are under consideration; it is an emerging area.

Policy Review Committee (PRC) developed calendar wording to establish baselines on how laddering would be done. Wish to have open discussion to hear about concerns, considerations.

Will come back to Council as a Notice of Motion, then a Motion.

D Burshtyn reviewed the questions (as per Council package) that the PRC have discussed.

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

Wednesday, January 20, 2016

2:00 to 4:00 pm

University of Alberta Council Chamber, 2-100 University Hall

Discussion around wording of AGPA-related questions. All PBCs have same graduation requirements that must conform to the FGSR minimum of 2.7. All PBCs are free-standing. D Burshytn clarified embedded vs free-standing certificates. The latter can be accessed by people outside of a program. They are cost recovery and must be delivered off-campus (GoA policy).

Council member suggested that 'The department' wording needs adjusting. Graduate programs that sit inside the larger departmental structure. Similar to how we use the term grad chair. Adjusting this it would help certain programs out.

Council member suggested proposed calendar change "up to one third of total course weight..." DB - One is the amount that can come from UA certificates.

H Zwicker asked about adjudication, how and when we adjudicate, when do we adjudicate. Suggested that the comments from Council members get exactly at the challenge in the materials. D Burshtyn said that using the term "normally" or "unless otherwise specified by the dept"

Council member suggested they need more context on the issue, as his department doesn't offer PBCs.

H Zwicker pointed out the recent discussion and trends of 'seamless learner pathways' or lifelong learning. There is a move away from the idea that degrees are set periods of time that start and end. Discussion on campus around revenue generation, plus talk of allowing professionals to come back to campus and take a PBC that doesn't take as long as a Master's degree. Many PBCs in Rehab Medicine – e.g. Pain Management.

H Zwicker explained that the idea behind PBCs is they're ideal for people who have been working for a number of years. They come back and take a three course PBC and then go back to work. The pressures FGSR is anticipating are from those lifelong learners, who may have taken three PBCs and ask us why this is not a master's degree. We are trying to determine the relationship between those PBCs and a master's degree. Gets at policy and credit issues that allow those two things to connect into one another.

D Burshtyn – they are recognized credentials

H Zwicker - The University charges more for cost recovery programs as these are sought by professionals.

Example: Business students pursuing the Accounting profession - Alberta School of Business offers an undergraduate degree but students can't get into the profession. A PBC fills that void.

Faculty of Physical Education & Recreation is in favour of this. Gives structure but some flexibility. It's ideal for people who are in the field who wish to upgrade or get accreditation. Feels this is truly about "Uplifting the whole people." The Faculty of PER is excited about opportunities for students, and feels we need to think laterally about graduate education.

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

Wednesday, January 20, 2016

2:00 to 4:00 pm

University of Alberta Council Chamber, 2-100 University Hall

Council member asked a question about cost recovery: if we charge a higher fee can we deliver on campus?

H Zwicker - Tuition Fee Regulation or TFR says we are bound by legislation to follow the regulation set out by the GoA.

School of Public Health believes this is a very positive step. Important for SPH that we will make things possible that weren't before. It's aimed at a professional market; it's for people who are looking for a taste of a particular topic. Fits well with working professionals who are looking for evidence based, more practice based training.

Council member asked about course based master's programs that are not cost recovery. Any revenue generation will be counted so that the department will share the profit. Certificate programs are cost recovery but their departmental master's programs are not. Students who continue in Master's programs mean that department doesn't get any revenue. Courses that are designed with cost recovery are generally lower in standards.

H Zwicker – quality issues will be quite local. But still, the issue is vexing.

Other departments are puzzling through the same issue. Some students have options to pursue a series of PBCs rather than a Master's. Need to be aware of those issues and be aware of the ethics ourselves; if we have a strong PBC student do we encourage them to move into a Master's, or keep them in PBCs because we're collecting more revenue. Fraught ethical issues.

D Burshtyn – we did get to that issue in PRC discussions. It's about being up front. A lot of the students in PBC have professional allowances that let them do this.

Is there ever a situation where a PBC may become a prerequisite for a master's program?

D Burshtyn not in favour, but the Academic Standards Committee would have to decide. Ask that AGPA is carefully calculated, for students who have been working for a number of years before coming back to do a grad degree.

With no further discussion, the next step is a Notice of Motion, then a Motion for vote, and asked that Council members email D Burshtyn if they have any further comments.

8. **UAlberta Institutional Strategic Plan** (Heather Zwicker)

H Zwicker discussed the utility of the Loomio website for idea exchange. Council did not show a great deal of support for it, citing an uneven experience, word count limits and other issues.

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Wednesday, January 20, 2016

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H Zwicker said that the Institutional Strategic Plan is ongoing. There is a 20 person committee that's writing it, and they have hundreds of pages to read through. The broad consultative approach is working. Leads on the ISP committee asked for high level bullet points, and Dean Zwicker submitted four points, as outlined in the Council handout materials.

If Council members have other specific ideas, send them to Dean Zwicker and she will forward them on.

9. **Graduate Student Professional Development Update** (Heather Zwicker, Renee Polzheim, Andrea Graham)

Graduate Student Professional Development plan is called *A Vision for Innovation in Alberta*. Presented an update to GFC Exec last week.

Reported on four areas of concentration for PD. FGSR's Internship Advisor now in place and works in Career Centre, and is already placing your students. On PD Skills, we are working with colleagues in CARI system to elevate and expand the professional skills supports and training we offer. We believe we can do more by collaborating with CARI partners.

A Graham – internships are where we're putting a lot of our energy now. Request help of Council members to get the word out as we have a goal of 150 placements.

Proposed FGSR Council retreat – June 21, to be organized around doctoral programs. We are coordinating a session to be led by Stanford d.School design thinkers, Sarah Stein Greenberg and Carissa Carter. Idea is to talk about what a PhD should look like by 2025.

R Polziehn - Council voted in May for an 8-hour requirement for PD. Students are allowed a limit of 4 hours for any one activity so that they seek out more than one activity. The Individual Development Plan has been developed and speaks to the experience and process of professional development. Rehab Medicine has agreed to pilot this. We are open to doing pilots with other departments as well.

Council member questioned the practical side of reporting. Is the completion form self-reporting?

R Polziehn – We expect that students will share the completed IDP with their supervisor.

Follow-up question on whether grad coordinators simply sign off on self-reporting.

H Zwicker – FGSR is farther away from the student/department relationship, so we couldn't accurately check it. The IDP aligns with other program requirements.

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

Wednesday, January 20, 2016

2:00 to 4:00 pm

University of Alberta Council Chamber, 2-100 University Hall

Departments that have hundreds of students will have to take students' assurances that the reporting is accurate.

R Polziehn - Students must comply with the Code of Student Behavior.

GSA questioned why attending a networking event is not considered PD and argued that that should be given credit.

R Polziehn – Networking events need to be evaluated individually on a case by case basis.

Question about implementing the PD requirement for existing PD activities departments already do. How do they connect between what's existing and what's newly offered?

R Polziehn – The first paragraph of the PD documentation addresses that; we have considered this.

Concern was raised about what is not considered PD. If you went to a special session at a conference, wouldn't that be considered PD?

R Polziehn – Yes, we ask students to record those sessions.

What about double counting for Ethics credit in point number one. Double counting GTL Level 1.

Also, presenting a talk or poster or giving a concert. This seems like something very important for someone pursuing those types of careers. Ask for consideration on those two things.

– The point of this is to encourage students to pursue activities that go beyond their academic program.

Question about Faculty of Business having placed a lot of emphasis on this. It already has a type of IDP that's more extensive; could it substitute that in?

R Polziehn – We encourage departments to expand on the IDP so that it better fits your needs. Would be happy to see Business's version.

Question about flexibility particularly the general exclusions? Drama's performance degrees have a performance degree requirement. Suggest making it a more general principle.

H Zwicker – it's only going to work if it develops professional skills. Goal is not to set up rules and regulations that get in the way of a student preparing for the future and completing their program requirements.

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

Wednesday, January 20, 2016

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Report was pulled together very quickly for the Provost. It shows only a two year trend, but worth noting that graduate enrolment appears to be on a downward slope in doctoral programs, but seeing increase in course-based Master's.

Other points about international students finish more quickly, gender breakdowns. U15 benchmarks are difficult to do; other university data is not widely available. CAGS has data from 2009. Consistency in time to completion between doctoral and Master's programs.

Question: If a student is enrolled in a dual program, are they counted twice?

H Zwicker - Don't know, will get back to you.

Question: FNMI students – where are they enrolled?

There's a cohort in Ed Policy Studies. We may have more FNMI students than we know we do.

Question – is there a connection between funding cuts and enrollment drops?

H Zwicker – these are aggregate across the institution so that's challenging. Not comfortable saying that on the basis of the aggregate data as a whole. Would expect a correlation from the decline in professoriate and enrollment. Extraneous things – not so much in budget cuts – but a stall in tri-council funding. If that had kept pace with inflation SSHRC and NSERC funds would be at about \$50,000 now.

Council Members find this data useful and would like to see it annually.

**11. Graduate Supervision Report (Heather Zwicker)**

BHRCC raised a question to Provost on treatment of students. View this as an invitation to help educate the board on graduate student supervision. When Dr Naomi Krogman joins FGSR she will have a platform to bring supervision forward as a strategic activity.

B Epperson – happy to see this moving forward. Keep in mind that supervisory issues represent over half of the cases that come to Ombuds. And we end up working with four or five different services to support each student.

Council member suggested a need to assemble a plan for evaluating supervisors. All supervisors should want the same thing.

H Zwicker – Deputy Provost has been working on a standard annual report for more opportunity for reporting on graduate student supervision.

Council member requested that FGSR post the 2010 report under Resources for Supervisors on website.



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H Zwicker – send email with suggestions. Will be in draft report for about another week.

12. **Report from the Associate Deans of FGSR** (Debby Burshtyn)

D Burshtyn presented the report from the ADs. Updates on Resources for Grad Coordinators page. Happy to support critical decisions around exam issues that may crop up.

Dean Zwicker thanked the ADs for their work on the Resources for Grad Coordinators documents. We want to hear how it's working for you. If there are other ways we can be helpful, please let us know.

13. **Report from the GSA** (Colin More)

CMore – Thanks FGSR for a checklist on appointment letters. Supervision movement is something we're on board with and want to see where it goes.

GSA is hosting a PD mixer on February 11, encourage you to encourage your students to come out. Have mentors there that have pursued non-academic careers.

14. **Adjournment**

Meeting was adjourned at 3:48 pm