

Council of the Faculty of Graduate Studies and Research

Wednesday, April 26, 2023

2:00 - 3:00 pm **(NOTE ADJUSTED CHANGE)**

****Virtual Meeting**

Min	Item	Agenda Item	Action	Att.
5	1.0	Call Meeting to Order	Action	No
	2.0	Approval of Agenda	Approval	Yes
	3.0	Approval of Minutes of the March 8, 2023 Meeting	Approval	Yes
	4.0	Matters Arising from the Minutes	Discussion	No
5	5.0	Report from the Dean	Receive for Info	Yes
5	6.0	GSA Monthly Report	Receive for Info	Yes
5	7.0	FGSR Vice-Provost and Dean Selection Committee Composition Additions Motion: THAT FGSR Council approve the changes to the composition of the FGSR Vice-Provost and Dean Selection Committee terms to include the noted members, and to take effect for the 2023 search and for future searches.	Approval	Yes
5	8.0	FGSR Vice-Provost and Dean Selection Committee - Election of Members for Section (c) <i>Three (3) faculty members from, and elected by, the Council of the Faculty of Graduate Studies and Research.</i>	Approval	Yes
10	9.0	OT Admission Requirements Presenter: Karin Werther (Associate Chair, Occupational Therapy) Motion: THAT FGSR Council approve the changes to the Occupational Therapy Admissions policies around reference letters and Alberta applicant seats, for implementation on Sept. 1, 2023, and inclusion in the next calendar.	Approval	Yes
5	10.0	Education: Educational Psychology changes Presenters: Doug Gleddie (Associate Dean - Graduate, Education) and Lesly Wade-Woolley (Grad Coordinator, Educational Psychology) Motion: THAT FGSR Council approve the changes to the Educational Psychology entrance requirements as noted in the included documents, for implementation upon approval, and inclusion in the next calendar.	Approval	Yes
15	11.0	Exams: Committee Membership Presenter: Micah True (Associate Dean, FGSR) Motion: THAT FGSR Council approve the changes to the Committee Membership policies for Graduate Examinations, as included, for implementation as of September 1, 2023, and inclusion in the next Calendar.	Approval	Yes
Time Permitting	12.0	Course-based Maintenance of Registration (Nearing Completion) Presenter: Micah True (Associate Dean, FGSR)	Discussion	Yes
10	13.0	Question Period: <i>Please submit questions in advance to graddean@ualberta.ca</i>	Discussion	No
-	14.0	Adjournment	Action	No

****The 2022 - 2023 FGSR Council Meeting Schedule: October 26 / December 7 / February 8 / March 8 / April 26 / May 31**

REPORT FOR INFORMATION:

- **Year-in-Review - Enrolment Data and Updates from FGSR 2022 - 2023**

Attendance at FGSR Council – April 26, 2023
Department/Unit Faculty Representatives

Agricultural, Food & Nutritional Science	Ben Willing
Anthropology	Marko Zivkovic
Biochemistry	David Stuart
Biomedical Engineering	Alan H. Wilman
Business (non-departmentalized) - MBA	Michael Maier
Business (non-departmentalized) - PhD	Trish Reay
Cell Biology	Richard Wozniak
Chemicals & Materials Engineering	Hao Zhang
Chemistry	Michael Serpe
Civil & Environmental Engineering	Zaher Hashisho
Communications and Technology [includes MACT]	Rob McMahon
Computing Science	Mohammad Salvantipour
Earth & Atmospheric Sciences	John-Paul Zonneveld
East Asian Studies	Yoshi Ono
Educational Policy Studies	Lesly Wade-Woolley
Educational Psychology	Lesly Wade-Woolley
Educational Studies	Douglas Gleddie
Electrical & Computer Engineering	Manisha Gupta
Faculte Saint-Jean (non-departmentalized)	Samira El Atia
Health Sciences Education	Douglas Gleddie
Human Ecology	Adam Galovan
Kinesiology, Sport, and Recreation (non-departmentalized)	Normand Boule
Library & Information Studies	Tami Oliphant
Linguistics	Johanne Paradis
Medical Microbiology and Immunology	Troy Baldwin
Medical Sciences Graduate Program - FoMD	Jennifer Hocking
Neuroscience	Kelvin Jones
Nursing (non-departmentalized)	Dianne Tapp
Obstetrics & Gynecology (Medical Sciences)	Denise Hemmings
Occupational Therapy	Karin Werther
Oncology	Alan Underhill
Pediatrics (Medical Sciences)	Sujata Persad
Pharmacology	Elena Posse de Chaves
Pharmacy & Pharmaceutical Sciences (non-departmentalized)	Arno Siraki
Philosophy	Ingo Brigandt
Physical Therapy	Mark Hall
Physics	Claire Currie
Physiology	Greg Funk
Political Science	Fiona Nicoll
Psychology	Chris Westbury
Rehabilitation Medicine - Rehabilitation Sciences	Mary Roduta Roberts

Resource Economics & Environmental Sociology	Brent Swallow
School of Public Health (non-departmentalized)	Susan Chatwood
Surgery	Fred Berry
Women's and Gender Studies	Katy Campbell

Regrets:

Communication Sciences & Disorders
Dentistry (Medical Sciences)
Native Studies (non-departmentalized)
Radiology & Diagnostic Imaging (Medical Sciences)

Absent:

Art & Design
Biological Sciences
Digital Humanities
Drama
Economics
Elementary Education
English and Film Studies
History, Classics, and Religion
Internetworking (MINT)
Laboratory Medicine & Pathology
Law (non-departmentalized)
Mathematical & Statistical Sciences
Mechanical Engineering
Medical Genetics (Medical Sciences)
Medicine
Modern Languages & Cultural Studies
Music
Ophthalmology and Visual Sciences (Medical Sciences)
Pharmacy & Pharmaceutical Sciences (non-departmentalized)
Philosophy
Physical Therapy
Physics
Physiology
Psychiatry
Psychology
Rehabilitation Medicine - Rehabilitation Sciences
Renewable Resources
Resource Economics & Environmental Sociology
Secondary Education
Sociology

Associate Deans (Graduate) Representatives for Departmentalized Faculties Present:

Arts	Kim Noels
Education	Doug Gleddie
Engineering	Peter Schiavone
Medicine & Dentistry	Greg Funk
Rehabilitation Medicine	Mary Roduta Roberts
Science	Mark McDermott

Absent:

Agricultural, Life and Environmental Sciences Leluo Guan

Ex-Officio Representatives

FGSR Interim Vice-Provost and Dean (FGSR Council Chair)	Roger Epp
FGSR Vice-Dean	Ali Shiri
FGSR Associate Dean	Andrea MacLeod
FGSR Associate Dean	Micah True
Vice-Provost and University Registrar (or Delegate)	Rebecca Liaw

Regrets:

President (or Delegate)	President Flannigan
FGSR Associate Dean	Frances Plane
FGSR Associate Dean	Cagri Ayranci
Vice-President (Research) (or Delegate)	Laura Beard
Director, Centre for Teaching & Learning*	Janice Miller-Young
Chair, FGSR Academic Appeals Committee*	Moin Yahya
Vice-Provost and Chief Librarian (or Delegate)	Dale Askey

Graduate Program Administrators Committee (GPAC) Representatives
Regrets:

GPAC Member	Nicola DiNicola
GPAC Member	Jen Freund

Note: The FGSR Unit Review Grad Administrators session was at the same time; both GPAC reps were excused to attend that if desired.

Graduate Student Association (GSA) Directly Elected Officials (3) & Graduate Student Association (GSA) Council Representatives (20)
Present:

Incoming President	Bishoi Aziz
Incoming GSA VP Academic	Rija Kamran
Chemical and Materials Engineering	Peyman Aghdasi Mazandarani
Civil & Environmental Engineering	Olabode Babalola
Electrical & Computer Engineering	Collin VanEssen
Medicine	Olawunmi Olagundoye
Medicine	Allison Bihari
Nursing	Megan Sommerfeld
Pharmacology	Nayyar Shahid
Political Science	Telisa Courtney
Public Health	Ademola Itiola
Renewable Resources	Abhijeet Pathy
Secondary Education	Colleen Knechtel

Regrets / Absent / Alternates:

VP Labour	Hiren Kaklotar
VP External	Janmejay Rao
VP Student Services	Manisha Vinod
Agriculture, Food & Nutritional Science	Emilee Storfie
Agriculture, Food & Nutritional Science	Devansh Patel
Business	Bhavneet Kaur
Chemical and Materials Engineering	Sophie Shi
Civil & Environmental Engineering	Abel Suresh
Civil & Environmental Engineering	Hadi Mokarizadeh
Electrical & Computer Engineering	Md Habibur Rahaman
Med Microbiology & Immunology	Emma Takeuchi
Pediatrics	Ezra Ketema
Pediatrics	Qiuyu Sun

Observers – Non-Voting*

FGSR Faculty Manager (FGSR Council Secretary)*	Bobbi Schiestel
FGSR Executive Coordinator*	Andrea Riewe
FGSR, EA to the Associate Deans*	Dena Giroux
FGSR, Director - Professional Development*	Renee Polziehn
FGSR, Supervisor-Admissions & Program Services Units*	Joyce Anderson
FGSR, Supervisor, Graduate Awards*	Amanda Brown
GFC Secretary*	Heather Richholt
Office of the Ombuds*	Remonia Stoddart-Morrison
Education Developer, College of Natural and Applied Sciences - Office of Education*	Emma Sheppard

*Non-Voting

FGSR Council April 26, 2023

1.0 Call to Order at 2:03 PM

Interim Vice-Provost and Dean, Roger Epp, called the meeting to order. Members requiring further support with the virtual platform can reach out to Andrea Riewe for help. Those with voting authorities will have received an email with links. Voting members were asked to have this open in preparation for the voting items.

2.0 Approval of Agenda for April 26, 2023

Moved / Seconded: Mike Maier / Elena Posse de Chaves
Approved by consent.

3.0 Approval of Minutes of March 8, 2023

Moved / Seconded: Greg Funk / Susan Chatwood

Discussion / Amendments:

- n/a

Approved by electronic vote.

4.0 Matters Arising from the Minutes

None

5.0 Report from the Dean

Interim Vice-Provost and Dean Epp noted that the written report, *FGSR Report: March 2023*, was included in the meeting package. He provided the following verbal comments:

Certificate Working Group

- Associate Dean Frances Plane is leading the Certificate Working Group.
- Hope to share more information soon.

Electronic Grade Change Process

- FGSR will be using existing functionality in Campus Solutions to process Change of Grades electronically. Hoping to roll out this process in the next month or so after we speak to the Graduate Program Administrators Council (GPAC).
- GPAC members were the ones who identified this process improvement opportunity.

A.I. Update:

- Provost's Task force on Artificial Intelligence and the Learning Environment, including Vice-Dean Ali Shiri, worked with Centre for Teaching and Learning on a website titled "Teaching in the context of AI" which contains information on the impact of generative AI, AI and academic integrity, and suggestions for instructors. The website will be made public later today.

Federal Government Strike

- More than 150,000 federal public servants across the country are on strike.
- University managers are monitoring the situation and there are no immediate impacts on the U of A.
- Should the strike drag on it has the potential to affect various U of A processes for students, faculty, staff and academic visitors.
- All international students received a message about potential impacts on services provided by Immigration Refugee and Citizenship Canada (IRCC) and Employment and Social Development Canada.

Operational updates and reminders were included in the written report, which we encourage you to review.

Discussion / Questions:

- None.

6.0 GSA Monthly Report

Graduate Students' Association (GSA) President Bishoi Aziz presented the GSA's Monthly Report. Bishoi highlighted key activities in the monthly report including:

- The GSA is working with Interim Vice-Provost and Dean Roger Epp and Associate Dean Cagri Ayranci on the Guaranteed Minimum PhD Funding proposal.
- The GSA has been busy transitioning and training the incoming GSA Executive.
- Lewie Moodley has started as the new GSA Executive Director.

Discussion / Questions:

- None

7.0 FGSR Vice-Provost and Dean Selection Committee Composition Additions

Presenter: Interim Vice-Provost and Dean Roger Epp

Vice-Dean Ali Shiri stepped into the Chair position and invited Interim Vice-Provost and Dean Epp to present the item.

Interim Vice-Provost and Dean Epp indicated that this item is before the committee to review proposed additions to the FGSR Vice-Provost and Dean Selection Committee Composition. Specifically, it is suggested that a representative of the Postdoctoral Association, the University's Registrar, and a representative of FGSR's leadership team be included in the search committee.

Motion: Be it resolved that FGSR Council approve the changes to the composition of the FGSR Vice-Provost and Dean Selection Committee terms to include the following members, and to take effect for the 2023 search and for future searches.

- *One (1) representative from the Post-Doctoral Fellows (PDF) Association, as selected by the PDF Association*
- *the Registrar, or designee.*
- *One representative of FGSR's leadership group, including the Associate Deans, Administrative Professional Officers (Category A1.2) and Management and Professional Staff (Category D1.2), selected by members of that group.*

Moved / Seconded: John-Paul Zonneveld / Trish Reay

Questions/Discussion

- A member commented that if any of the current Associate Deans wanted to submit their names for the role of the Vice-Provost and Dean position, it may create a conflict of interest for other members of FGSR's Executive Team.
- A member commented that members of the Executive Team have not been included on the search committee in the past.

Approved by electronic vote.

Approve: 46

Oppose: 2

Abstain: 2

8.0 FGSR Vice-Provost and Dean Selection Committee - Election of Members for Section (c) Three (3) faculty members from, and elected by, the Council of the Faculty of Graduate Studies and Research.

Presenter: Interim Vice-Provost and Dean Roger Epp

Interim Vice-Provost and Dean Roger Epp resumed his role as the Chair.

Members were encouraged to submit their names by Friday, April 28, 2023, at noon if they would like to serve on the FGSR Vice-Provost and Dean Selection Committee. Members were advised that their alternate for FGSR Council could also serve on the search committee.

9.0 OT Admissions Requirements

Presenter: Karin Werther, Associate Chair, Occupational Therapy

Associate Chair Werther indicated that Occupational Therapy (OT) has been reviewing their admissions process and hopes to move away from the traditional format where GPA is highly valued. This change would allow for a more diverse population to enter the OT program.

The first change would be the removal of reference letters as they have been a barrier for students. The second change would be to clarify language that preference will be given to Alberta residents.

Motion: Be it resolved that FGSR Council approve the changes to the Occupational Therapy Admissions policies around reference letters and Alberta applicant seats, for implementation on Sept. 1, 2023, and inclusion in the next calendar.

Moved / Seconded: Alan Underhill / Mary Roduta Roberts

Questions/Discussion:

- None.

Approved by electronic vote.

Approve: 42

Oppose: 1

Abstain: 3

10.0 Education: Educational Psychology changes

Presenter: Doug Gleddie, Associate Dean Graduate and Lesly Wade-Woolley, Graduate Coordinator, Educational Psychology)

Graduate Coordinator Wade-Woolley indicated that this proposal is a cleanup change, as the Educational Psychology page has not kept current with the changes that were made within the specializations. Asking for a removal of the Teaching English as a Second Language (TESL) English language proficiency requirements that is on the general site page and replacing it with language that links to specific TESL MEd and PhD pages; that information is different but it has been approved already.

Motion: Be it resolved that FGSR Council approve the changes to the Educational Psychology entrance requirements as noted in the included documents, for implementation upon approval, and inclusion in the next calendar.

Moved / Seconded: Doug Gleddie / Kelvin Jones

Questions/Discussion:

- None.

Approved by electronic vote.

Approve: 49

Abstain: 1

Oppose: 0

11.0 Discussion: Exams: Committee Membership

Presenters: Presenter: Micah True, Associate Dean, FGSR

Associate Dean Micah True introduced the Exams Committee Membership item.

AD True indicated this item has been here periodically in various forms over the last year and a half, and we are now bringing it forward for a vote.

AD True highlighted a few items that have changed since the last FGSR Council meeting:

- Have added category 1.4 (Librarians) to the list of employment categories who are eligible to serve as examiners within the University of Alberta community.
- Wording changes related to the Specialized Knowledge Examiner that came out of conversations with Dr. Florence Glanfield.
- Added language allowing an external examiner in the candidacy exam.
- Added the word “normally” to what happens when an external examiner returns a negative report on a doctoral thesis to signal that under normal circumstances the exam will be postponed.

Motion: Be it resolved that FGSR Council approve the changes to the Educational Psychology entrance requirements as noted in the included documents, for implementation upon approval, and inclusion in the next calendar.

Moved / Seconded: Alan Underhill / Elena Posse de Chaves

Questions/Discussion:

- A member commented that there should be alignment on the definition of an university examiner between this proposed policy and UAPPOL.
 - This change was accepted as a friendly amendment.
A member asked if the external reader is being completely removed.
 - AD True clarified that the idea is simply to remove it as a perfect equivalent to the external examiner.

A member asked if the chair of the committee needs to be from the department.

- AD True indicated that the chair does NOT need to be from the department.

A member commented that this calendar change only refers to a department and does not reference faculties or colleges.

- AD True indicated that we know that the term department does not fit, we are in the habit of interpreting that as an academic unit, or in some cases a program, depending on the faculty. We are aware of the problem, but we cannot fix it when we are working with only this subsection of the calendar. It is going to have to be a bigger project that we do down the road.

A member commented that the statement on EDI is a moral imperative, but questioned who gets to decide what is considered diverse.

- AD True indicated that rather than enforcement of the statement on EDI, we opted for a statement of preference. We are just saying that this is among the things that we want people to consider, there is no kind of enforcement or oversight.

A member asked if units have more flexibility in applying more rigor if an external examiner is not able to attend (i.e. some externals only provide a sentence or two of comments).

- AD True indicated that we can and we should apply more rigor to external examiners. There is not anything wrong with going back to an external who has not met the expectations and asking them to do so.

Approved by electronic vote.

Approve: 44

Oppose: 2

Abstain: 3

17.0 Question period

- None.

18.0 Adjournment

Interim Vice-Provost and Dean Epp thanked all the members of FGSR Council for their time.

The meeting was adjourned at 3:00 PM.