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Minutes of Meeting: Graduate Council, May 12, 2008

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GRADUATE COUNCIL
MONDAY, MAY 12, 2008
1:30 P.M., GILMOUR HALL 111

PRESENT: Dr. D. Capson (Chair), Mr. P. Bates, Dr. P. Baxter, Ms. E. Bellhouse, Dr. K. Bennett, Dr. M. Boda, Dr. R. Cain, Dr. N. Charupat, Dr. D. Goellnicht, Dr. P. Guo, Dr. M. Head, Dr. J. Medcof, Dr. C. Richards, Mr. J. Trzeciak, Dr. R. Viveros-Aguilera, Dr. P. Walmsley, Dr. D. Welch, Dr. D. Wright, Mrs. M. Espiritu (Assistant Secretary)

BY INVITATION: Dr. L. Campbell, Dr. M. Giacomini, Dr. P. Higgs, Dr. A. Hrymak, Dr. M. von Mohrenschildt, Dr. K. Murphy

REGRETS: Ms. T. Jones, Dr. B. Kaczynski, Dr. W. Lewchuk, Dr. F. McNeill, Dr. D. Pawluch, Mr. J. Scime, Dr. P. Solomon, Dr. M. Waddington

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I. MINUTES

Graduate Council approved the minutes of the meeting of February 8, 2008 on a motion by Dr. Cain, seconded by Ms. Bellhouse.

II. BUSINESS ARISING

There was no business arising from the minutes of the previous meeting.

III. 2008 SPRING GRADUANDS

Dr. Capson reviewed the list of the 2008 Spring Graduands for the Faculties of Business, Engineering, Health Sciences, Humanities, Science, and Social Sciences.

Dr. Goellnicht moved, and Dr. Welch seconded,

"that Graduate Council approve the list of the 2008 Spring Graduands for the Faculties of Business, Engineering, Health Sciences, Humanities, Science, and Social Sciences, with amendments/corrections to be made as necessary by the Graduate Registrar."

The motion was **carried**.

IV. NEW GRADUATE SCHOLARSHIPS

Dr. Capson discussed the following graduate scholarships for approval:

- The Oded Bar-Or Bursary
- The CN Graduate Scholarship in Rehabilitation Science
- The C.D. Howe Memorial Foundation Ontario Graduate Scholarship
- The C.D. Howe Memorial Foundation Fellowship in Economic Policy
- The Dr. George Mackay Paul Scholarship

- The Philomathia Foundation Graduate Fellowships
- The Thomson-Gordon Group Ontario Graduate Scholarship

Dr. Welch moved, and Dr. Guo seconded,

"that Graduate Council approve the graduate scholarships as described in the document."

The motion was **carried**.

V. 2008-2009 GRADUATE CURRICULUM SUBMISSIONS

FACULTY OF BUSINESS

New Program: Graduate Diploma in Management Studies

Dr. Head explained the proposal of the Faculty of Business to establish a Type 4 Graduate Diploma in Management Studies. Dr. Head said the proposal will be a sub-specialization within the MBA program, and will be considered a stand-alone, direct-entry diploma. In response to a question, Dr. Head said the Faculty of Business intends to offer the diploma to a particular market on a full-recovery basis. She explained that the admission requirements for this diploma would be similar to the MBA program, with the exception of requiring a GMAT. For students who wish to continue with the MBA, they will be required to write the GMAT and meet the other requirements of the program. In addition, Dr. Head stated that students who continue to the MBA program will be awarded Advanced Standing for 20% of the courses (i.e., 4 out of the 20 MBA courses). These students will then be required to complete an additional 16 courses to obtain their MBA degree. Dr. Head added that students in the program would be taught as a separate cohort from the regular MBA class at either the organization's site or the future Burlington campus.

Dean Bates moved, and Dr. Richards seconded,

"that Graduate Council approve the proposed Graduate Diploma in Management Studies, as outlined in the document, and contingent upon approval by the Faculty of Business."

The motion was **carried**.

Calendar Copy: M.Sc. in eHealth

Dr. Head presented the calendar copy for the M.Sc. in eHealth program. She discussed briefly the admission requirements, course requirements, list of faculty members, and list of courses for the program.

Dean Bates moved, and Dr. Walmsley seconded,

"that Graduate Council approve the proposed calendar copy for the M.Sc. in eHealth program, as outlined in the document, and contingent upon approval by the Faculty of Business."

The motion was **carried**.

FACULTY OF HUMANITIES

Department of English and Cultural Studies

Dr. Goellnicht discussed the proposed calendar description change for the M.A. degree in English. The department has recommended a more specific wording concerning the admission requirement for its M.A. degree program.

Dr. Goellnicht moved, and Dr. Walmsley seconded,

"that Graduate Council approve the proposed change in the calendar description for the M.A. degree in English, as described in the document, and contingent upon approval by the Faculty of Humanities."

The motion was **carried**.

Department of French

Dr. Goellnicht addressed the recommendation from the Department of French to add the "M.A. with Project" and cancel the "M.A. Without Thesis" option. The proposed changes reflect the current practice of the department. Over the past 20 years, the majority of students in the department have opted for the project, rather than the thesis option.

Dr. Goellnicht moved, and Dr. Welch seconded,

"that Graduate Council approve the proposed graduate curriculum changes from the Department of French, as described in the document, and contingent upon approval by the Faculty of Humanities."

The motion was **carried**.

Department of History

Dr. Goellnicht explained that the Department of History has proposed to add a section to its doctoral admission requirements in the calendar explaining the procedures for direct admission to the Ph.D. Dr. Goellnicht said the general wording was adopted from Section 2.1.2 of the Graduate Calendar pertaining to direct admission from the Bachelor's to the Ph.D. degree.

In addition, Dr. Goellnicht said the Department of History has recommended a change to its M.A. degree course requirements. To provide flexibility in course selection, students will no

longer be required to take a research seminar, but will be required to conduct research within courses.

Dr. Goellnicht moved, and Dr. Wright seconded,

"that Graduate Council approve the proposed graduate curriculum changes from the Department of History, as outlined in the documents, and contingent upon approval by the Faculty of Humanities."

The motion was **carried**.

Dr. Goellnicht then discussed the other graduate curriculum changes from the Faculty of Humanities for Graduate Council information.

FACULTY OF SOCIAL SCIENCES

Department of Health, Aging and Society

The department submitted the calendar copy for its M.A. in Health and Aging program for Council approval. Dr. Goellnicht briefly discussed the list of faculty members, admission requirements and the list of courses. He mentioned that Dr. Campbell has been invited to this meeting to respond to questions.

Dr. Goellnicht moved, and Dr. Wright seconded,

"that Graduate Council approve the proposed calendar copy for the M.A. in Health and Aging program, as outlined in the document, and contingent upon approval by the Faculty of Social Sciences."

The motion was **carried**.

Health Policy Program

Dr. Goellnicht then discussed the calendar copy for the Ph.D. in Health Policy program, in particular the fields of specialization, admission and course requirements, and the list of courses. Dr. Giacomini has been invited to this meeting to answer questions.

In response to a query, Dr. Giacomini said the program expects to admit four to five students this year.

Dr. Goellnicht moved, and Dr. Wright seconded,

"that Graduate Council approve the proposed calendar copy for the Ph.D. in Health Policy program, as outlined in the document, and contingent upon approval by the Faculty of Social Sciences."

The motion was **carried**.

Department of Political Science

Dr. Goellnicht explained that the Department of Political Science has recommended revising the methods requirement for the M.A. in Public Policy and Administration by replacing course *796 – Research Design and Methods with course *784 – Statistical Analysis for Public Policy.

Dr. Goellnicht moved, and Dr. Viveros-Aguilera seconded,

"that Graduate Council approve the proposed change in the methods requirements for the M.A. in Public Policy and Administration in the Department of Political Science, as outlined in the document, and contingent upon approval by the Faculty of Social Sciences."

The motion was **carried**.

School of Social Work

The School of Social Work has recommended a change in the calendar description for its M.S.W. program. Dr. Goellnicht explained that the current requirement for the M.S.W. program is two years of relevant work experience. The School believes that cancellation of this requirement will not negatively impact recruitment of strong B.S.W. students. In addition, the change will bring the program in line with M.S.W. programs in other Canadian universities.

One member asked about the implications of the change with McMaster graduates versus external students who have varied work experience. Dr. Cain explained that the majority of students in the School are, in fact, working part-time so the proposal is actually removing the barrier, and students welcome this change.

Dr. Goellnicht moved, and Dr. Cain seconded,

"that Graduate Council approve the proposed graduate curriculum change for the School of Social Work, as outlined in the document, and contingent upon approval by the Faculty of Social Sciences."

The motion was **carried**.

Dr. Goellnicht then briefly discussed the other graduate curriculum proposals from the Faculty of Social Sciences for Graduate Council information.

FACULTY OF ENGINEERING

Department of Civil Engineering

The Department of Civil Engineering has recommended the following graduate curriculum changes:

1) Change in Ph.D. course requirements: Dr. Welch said the department recommends that candidates for the Ph.D. program be required to take two full courses, of which at least one course must be from the Department of Civil Engineering, and that the requirement of one full course in another related discipline or department be removed.

2) Change in M.A.Sc. course requirements: Dr. Welch said the change will require M.A.Sc. candidates to take two full courses, of which at least one course must be from the Department of Civil Engineering.

3) Change in M.Eng. course requirements: Dr. Welch stated that the change will require students in the program to take at least three full courses, of which at least 1.5 courses must be from the Department of Civil Engineering.

The department believes the above changes ensure Ph.D. students are graduating with competency in Civil Engineering.

Dr. Welch moved, and Dr. Viveros-Aguilera seconded,

"that Graduate Council approve the proposed graduate curriculum changes proposed by the Department of Civil Engineering, outlined in the documents, and contingent upon approval by the Faculty of Engineering."

The motion was **carried**.

School of Computational Engineering and Science

The School of Computational Engineering and Science has proposed the following graduate curriculum changes:

1) Change in course requirements - M.A.Sc. with Thesis and M.Sc. with Thesis: Dr. Welch said the recommended change is that the requirements for both degrees be stated jointly. In addition, Dr. Welch said a statement should be added regarding participation in the seminar series organized by the School. Since the objective is to incorporate multiple disciplines that span the Faculties of Engineering and Science, Dr. Welch said the School decided that a joint statement of the requirements is more appropriate.

2) Change in course requirements - M. Eng. with Coursework Project and M.Sc. with Coursework Project: Dr. Welch said the recommendation is to require candidates to complete three core courses; two modules from the list of Parallel Programming modules, and two modules from the list of Computational Techniques modules. This requirement will leave the student with one half-course or two modules, which can be chosen from the list of courses approved by the School. In addition, students will also be required to participate in the seminar series run by the School.

3) Change in course requirements - M. Eng. with Coursework and M.Sc. with Coursework: Dr. Welch explained that students would be required to complete three core courses; two modules form the list of Parallel Programming modules, and two modules from the list of Computational Techniques modules. This requirement will leave the student with three half-courses (or equivalent) that can be selected from the list of courses approved by the School.

Dr. Welch said Graduate Council invited Dr. Higgs to respond to queries from the members.

Dr. Welch moved, and Dr. Cain seconded,

"that Graduate Council approve the proposed graduate curriculum changes from the School of Computational Engineering and Science, outlined in the documents, and contingent upon approval by the Faculty of Engineering."

The motion was **carried**.

Computing and Software

Dr. Welch discussed the calendar copy for the M. Eng. in Software Engineering and Virtual Systems Design program. Dr. von Mohrenschildt was invited to the meeting to respond to questions.

Dr. Welch moved, and Dr. Walmsley seconded,

"that Graduate Council approve the proposed calendar copy for the M. Eng. in Software Engineering and Virtual Systems Design, as outlined in the document, and contingent upon approval by the Faculty of Engineering."

The motion was **carried**.

School for Engineering Practice

Dr. Welch explained that the School for Engineering Practice has recommended a change in the course requirements for the M. Eng. Design program. Dr. Welch said the change will involve consolidation of the Leadership and Management component of the program into one required course entitled, *Leadership and Management*. The new required course, which is more suited to the needs of the M. Eng. students, will replace course *B600 – Organizational Behaviour*.

Dr. Welch moved, and Dr. Goellnicht seconded,

"that Graduate Council approve the proposed change in the course requirements for the M.Eng. Design program, as outlined in the document, and contingent upon approval by the Faculty of Engineering."

The motion was **carried**.

Dr. Welch said the School has proposed a minor change in the calendar copy for the Master of Engineering Entrepreneurship and Innovation program. He said that in order to avoid confusion, the department revised the current wording of the nature of the Advanced Engineering courses in the calendar.

Dr. Welch moved, and Dr. Viveros-Aguilera seconded,

"that Graduate Council approve the change in the calendar copy for the Master of Engineering Entrepreneurship and Innovation program, as outlined in the document, and contingent upon approval by the Faculty of Engineering."

The motion was **carried**.

Dr. Welch then briefly discussed the other graduate curriculum changes from the Faculty of Engineering for Graduate Council information.

FACULTY OF SCIENCE

Neuroscience Program

Dr. Welch explained the proposed change in the course requirements for the Ph.D. in Neuroscience program. The change will require students to take a minimum of one-half course beyond the requirements for the Master's degree. The course must be from the list of Neuroscience courses and should be at the 700 level. However, the supervisory committee may require the student to take additional course work. Dr. Murphy explained the reasons for the proposed change: (a) Neuroscience is a research-intensive program and students need more time to work on their research projects; and (b) the change provides more flexibility to tailor the program of study to meet the needs and background preparation of the student.

Dr. Welch moved, and Dr. Viveros-Aguilera seconded,

"that Graduate Council approve the proposed change in the course requirement for the Ph.D. program in Neuroscience, as outlined in the document, and contingent upon approval by the Faculty of Science."

The motion was **carried**.

Statistics

The Department of Mathematics and Statistics has recommended the following graduate curriculum changes:

1) M.Sc. in Statistics (Thesis Option) Change in Course Requirements: Dr. Welch explained that the M.Sc. in Statistics (Thesis option) program has proposed to reduce its course requirements from seven half-courses to six half-courses to bring the program in line with other Canadian universities offering similar programs.

2) M.Sc. Statistics (Coursework Option): Dr. Welch explained that the Department of Mathematics and Statistics is recommending the creation of M.Sc. Statistics Coursework option. The program's requirements are eight half-courses, and no thesis. It is anticipated that the new program will attract students who are interested in earning their degrees through courses. In addition, the new program will demand less manpower supervision from the department. Dr. Viveros-Aguilera added that the coursework option seems to be a trend at Canadian universities offering a Master's program in Statistics.

Dr. Welch moved, and Dr. Viveros-Aguilera moved,

"that Graduate Council approve the proposed graduate curriculum changes from the Department of Mathematics and Statistics, for its M.Sc. in Statistics program, as outlined in the documents, and contingent upon approval by the Faculty of Science."

The motion was **carried**.

Dr. Welch then read the other graduate curriculum recommendations from the Faculty of Science for Graduate Council information.

FACULTY OF HEALTH SCIENCES

Health Research Methodology

Dr. Richards discussed the proposed change in the comprehensive examination procedure for the Ph.D. Health Research Methodology program. Rather than requiring two in-seminar presentations that will be marked by faculty facilitators, the program will now require only one presentation. Dr. Richards then reviewed the rationale for the change: (a) the presentations require more work than the commentary (30% for one presentation and 10% per commentary); (b) the principle of several assessment processes is still present—the student has to complete one seminar, six commentaries and participate in a seminar; (c) due to increased enrolment, one seminar per student seems feasible; and (d) the first set of seminars will be dedicated to student's presentation of the independent study proposal (the student will still be required to present twice but without a mark for the first presentation as no content experts will be present).

Dr. Richards moved, and Dr. Walmsley seconded,

"that Graduate Council approve the proposed change in the comprehensive examination procedure for the Ph.D. in Health Research Methodology program, as described in the document, and contingent upon approval by the Health Sciences Faculty Executive."

In response to a question, Dr. Richards said no student in the program has failed the seminars.

The motion was **carried**.

VI. GRADUATE CALENDAR: SECTION 2.5.2 – COURSE LEVELS AND TYPES

Dr. Welch explained the proposal to remove the last sentence of the second paragraph: *"Special topics courses cannot be taken more than twice"* in Section 2.5.2 of the graduate calendar. Dr. Welch said the original reason for this restriction is unknown. He added that many programs use the same course code to offer different material in different terms or years and supervisory committees may require students to take more than two special topics courses. It remains true that a student cannot get credit for a course containing the same material more than once.

Dr. Welch moved, and Dr. Walmsley seconded,

"that Graduate Council approve the proposed change to Section 2.5.2 – Course Levels and Types of the graduate calendar, as outlined in the document."

The motion was **carried**.

VII. GRADUATE CALENDAR: SECTION 2.4.7 – PETITIONS FOR SPECIAL CONSIDERATION

Dr. Welch said the Ombuds office has brought to his attention the fact that there is no section in the graduate calendar that addresses *Petitions for Special Consideration*. He then referred to the document outlining the proposed wording for the new section.

Dr. Welch moved, and Dr. Walmsley seconded,

"that Graduate Council approve the proposed wording for Section 2.4.7 – Petitions for Special Consideration in the Graduate Calendar, as outlined in the document."

Dr. Head commented that the MBA program has its *Petition for Special Consideration* process; and she inquired whether the MBA program should also adopt this procedure. Dr. Welch responded that the School of Graduate Studies tries to standardize regulations as much as possible. He believes this procedure should also apply to the MBA program. He added that the process is not a major change since the form for this purpose is already on the SGS website.

The motion was **carried**.

VIII. DISCUSSION: DIRECT ENTRY TO Ph.D. PROGRAMS FROM BACHELOR'S PROGRAMS

Dr. Goellnicht recalled that at the recent meeting of the Joint Faculties of Humanities and Social Sciences Graduate Curriculum and Policy Committee, there was sustained discussion about direct entry to the Ph.D. program from the Bachelor's program, after the Department of History submitted its calendar copy advertising this possibility for outstanding students. The members asked Dr. Goellnicht, in his capacity as chair of this committee, to bring the issue to Graduate Council for clarification. Dr. Goellnicht further said that he received a lengthy email from one of the committee members discussing the following issues raised:

- are there special steps being considered to integrate direct access students to graduate studies; do they need mentoring?
- direct access students from Ontario schools will be a year younger
- knowledge-based needs of regular Master students; will the lack of this knowledge compromise the direct-entry to PhD?
- do we have evidence of how direct access students perform; do we track them, do they perform well, do they complete the program?
- the issue of direct entry is linked to having no minimum course requirements for the Ph.D. program and "water-downed" comprehensive examinations
- the consequence could be low graduate education standards

Based on the discussion, the Council members made the following comments:
- Graduate Council already discussed and approved this issue at one of its meetings
- points raised by the Joint Faculties of Humanities and Social Sciences are valid but these concerns should be dealt with on a faculty and departmental basis
- greater emphasis on evaluation of graduate programs is needed; program evaluation is on the list of the Provost's Task Force on Evaluation, Accountability and Measurement. The mandate of this committee is to develop a process of measuring individual programs as opposed to universally evaluating programs
- with the impending demise of OCGS, there is a need to discuss issues like this at some level whether at Graduate Council or any other committees

There was no other business and the meeting adjourned at 3:15 p.m.