

**GRADUATE COUNCIL  
DECEMBER 14, 2004, 2:00 p.m.  
Council Chambers, Gilmour Hall 111**

**PRESENT:** Dean F.L. Hall (Chair), Mr. L. Ariano, Dr. K. Bennett, Dr. C. Blimkie, Dr. L. Chan, Dean L. Finsten, Dr. A. Herring, Mr. T. Hoare, Mr. B. Li, Ms. C-Y Lin, Dr. G. Luke, Dean C. Richards, Mr. J. Scime (Secretary), Dr. M. Stein, Dr. C. Swartz, Dr. J. Valliant, Dean D. Welch, Dr. D. Wright, Dr. C. Woodward, Mrs. M. Espiritu (Recording Secretary)

**BY INVITATION:** Dr. J. Brennan

**REGRETS:** Dr. N. Agarwal, Dr. D. Clark, Dr. J. Clark, Ms. V. D'Costa, Ms. K. Espiritu, Dr. M. Gauvreau, Dr. C. Ingram, Dr. G. Steiner, Dr. J. Xu

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**I. MINUTES**

The minutes of the meeting of November 15, 2004 were approved on a motion by Dr. Woodward, seconded by Dr. Stein.

**II. BUSINESS ARISING**

Guaranteed Annual Funding for Ph.D. Students

Dean Hall referred to the document concerning the guaranteed annual support levels for Ph.D. students. Two tables were presented outlining the consequences of a minimum guaranteed funding of \$17,000 or \$17,500 summarized by faculty/department. Currently, there are 65 graduate students receiving less than \$17,000 and 98 graduate students receiving less than \$17,500. Around \$100,000 will be spent by the University if the guaranteed annual support for doctoral students is set to \$17,500. This amount would come from research and University monies. Dr. Wright also presented to the Council a document which had sample levels of minimum doctoral funding levels in Ontario universities as advertised on their websites. Dean Hall said there are departments at York University that provide guaranteed annual support levels, but the amounts are not advertised on their websites.

Dean Welch moved, and Dean Finsten seconded,

**“that Graduate Council approve the guaranteed minimum funding for incoming Ph.D. students to be \$17,500 for a period of four years under normal circumstances.”**

The motion was carried.

Dean Welch moved, and Dean Finsten seconded,

**“that Graduate Council approve to advertise on the School of Graduate Studies’ website the guaranteed minimum funding of \$17,500 for incoming Ph.D. students.”**

It was suggested that a statement such as: *“Many departments offer a guaranteed minimum funding of \$17,500. Please contact the department of your interest.”* should be included in the advertisement.

The motion was **carried**.

### Annual Report to UPC

Dean Hall reported that at his presentation to the University Planning Committee, there was considerable discussion on the issues of graduate students’ funding and scholarship allocations. Dean Hall said there was an understanding at the UPC meeting that McMaster cannot increase its graduate student enrolment to 20% without additional funding. Dean Finsten said the UPC suggested obtaining information on how other universities are addressing the issue.

### **III. CURRICULUM REVISIONS**

#### Management Accounting Specialization in the MBA Program

Dr. Chan stated that the proposed Management Accounting specialization is quite different from the other specializations in the MBA program. She explained the distinct features of the new program as outlined in the document. Referring to the *Tuition Fees* section, Dr. Chan explained that the tuition fees for Terms 3 and 4 require approval from the Ministry.

Dr. Chan moved, and Dean Finsten seconded,

**“that Graduate Council approve the proposed Management Accounting Specialization in the MBA program, as outlined in the attachment.”**

Dr. Luke inquired why there was an increase in the tuition fees for the second year of the program. Dr. Chan replied that for Terms 3 and 4, the program would include two new courses specifically for the Management Accounting Specialization and a Pre-program for writing the entrance examination/board report once the courses are completed. Students in the program are also required to pay a fee to the Society of Management Accountants of Canada; this amount is not included in the tuition fee. Dr. Chan said other universities with similar programs have higher tuition fees than the proposed program.

The motion was **carried**.

Dr. Chan then briefly discussed the remaining curriculum changes proposed by the Faculty of Business for Graduate Council information.

Referring to the proposed new courses to be offered by the Health Services Management Program, Dean Hall asked Dr. Bennett if the Health Research Methodology program is aware of

these courses. Dr. Bennett responded that the chair of the HRM program has been involved in the discussion. Dr. Bennett explained that the three new courses for the proposed program overlap with some existing HRM courses. However, Dr. Bennett said HRM has decided it will still continue teaching the courses with overlap issues. Dr. Chan said the new courses for the proposed specialization will only be offered to MBA students. Since the Council was concerned with the overlap issues, Dean Hall agreed to discuss the matter with the Faculty of Business.

### Chemical Biology Program

Dr. Brennan said the proposed Chemical Biology program was approved in principle at the Faculty of Science Graduate Curriculum, Policy, Admissions and Study Committee. However, the approval of the new courses for the proposed program was deferred by the Science curriculum committee because of some concerns raised by the members. Dr. Brennan said the issues raised by the Science curriculum committee have been addressed and are now included in the revised document.

Dr. Brennan explained that McMaster's approach in the Chemical Biology fields will be quite different from other universities such as Cornell, UC Berkeley, and Pennsylvania State. Other Canadian universities are slow to move in the creation of similar programs, with the exception of McGill University. One advantage McMaster has is the presence of unique facilities for high-throughput screening of small molecules against proteins and cells.

In response to Dr. Luke, Dr. Brennan said the Department of Biology also supports the new program. Dr. Richards inquired whether the financial resources (e.g., scholarships and T.A. monies) document will be presented to Graduate Council. Dr. Herring remarked that this kind of information will be useful to the members as they will be aware of the impact of the proposal on existing graduate programs. Dean Hall agreed with Dr. Herring; however, he reminded the Council that it should be more concerned with the "calendar copy" of the proposal and other aspects of the program, such as issues on overlap of courses.

Dean Welch moved, and Dean Richards seconded,

**“that Graduate Council *approve in principle* the Chemical Biology Program, as outlined in the attachment, with the agreement that the proposal will be presented again to the Faculty of Science Graduate Curriculum, Policy, Admissions and Study Committee for full approval.”**

The motion was carried.

Dean Hall then presented the new course in the Department of Chemistry, \*762 – *Conformational Analysis and Reaction Mechanisms*, for Graduate Council information.

### **IV. NEW SCHOLARSHIP**

The Faculty of Business proposed a new scholarship, *The Paul and Sally Bates MBA Bursaries*.

Dr. Herring moved, and Dr. Stein seconded,

**“that Graduate Council approve the new scholarship, *The Paul and Sally Bates MBA Bursaries*, as outlined in the attachment.”**

The motion was carried.

There was no other business. The meeting adjourned at 3:40 p.m.