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Minutes of Meeting: Graduate Council, March 21, 2005

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GRADUATE COUNCIL
MARCH 21, 2005, 10:00 a.m.
Council Chambers, Gilmour Hall 111

PRESENT: Dean L. Finsten (Chair), Mr. L. Ariano, Dr. C. Blimkie, Dr. D. Clark, Ms. K. Espiritu, Dr. M. Gauvreau, Dr. M. Head, Dr. A. Herring, Mr. T. Hoare, Dr. C. Ingram, Dean B. Kaczynski, Mr. B. Li, Ms. C-Y Lin, Dr. G. Luke, Dr. S. Porter, Dean C. Richards, Mr. J. Scime (Secretary) Dr. G. Steiner, Dr. J. Valliant, Dean D. Welch, Mrs. M. Espiritu (Recording Secretary)

BY INVITATION: Dr. B. Hart, Dr. T. Terlaky

OBSERVER: Dr. A. Sekuler

REGRETS: Dr. K. Bennett, Dr. G. Bone, Dr. L. Chan, Dr. J. Clark, Ms. V. D'Costa, Ms. J. Greenberg, Dean N. Rahimieh, Dr. C. Swartz, Dr. D. Wright, Dr. J. Xu

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I. MINUTES

The minutes of the meeting of December 14, 2004 were approved on a motion by Dr. Herring, seconded by Dean Richards.

II. BUSINESS ARISING

The Council did not discuss the overlap issues between the courses in the MBA Health Services Management and Health Research Methodology because the information on Dean Bates's discussion with the Faculty of Health Sciences was not available.

III. REPORT OF THE AD HOC COMMITTEE ON APPLIED DEGREES

Dean Welch discussed the recommendations of the Ad Hoc Committee concerning students with Applied Bachelor's degrees and who wish to apply to graduate studies at McMaster. One of the recommendations requires students to take the general Graduate Record Exam (GRE). Dean Welch explained that the GRE is just one of the requirements, and it does not guarantee admission to the program. Dean Welch commented that the Faculty of Business will use the GMAT instead of the GRE.

Dr. Ingram moved, and Dean Richards seconded,

"that Graduate Council approve the recommendation of the Ad Hoc Committee on Applied Degrees, as outlined in the attachment."

Mr. Ariano mentioned that the School of Medicine will admit students only from institutions affiliated with the Association of Universities and Colleges of Canada and the Council of Ontario Universities.

The motion was **carried**.

Dean Welch moved, and Dean Richards seconded,

"that Graduate Council approve the level of the GRE score to be post-October 2002 GRE General exam scores where Verbal ≥ 550 and Quantitative ≥ 550 and V&Q ≥ 1200 and Analytical writing ≥ 3.5."

Since the GRE will introduce some changes in October 2006, Dean Welch said the issue of the GRE score should be discussed again by Graduate Council when the changes take place. Dean Finsten said only students with Applied Bachelor's degrees from Ontario community colleges will be required to take the GRE. Dr. Steiner commented that the GRE computerized system had a security breach a few years ago and is still in the process of improving its system.

The motion was **carried**.

IV. COURSE 101 – ACADEMIC RESEARCH INTEGRITY AND ETHICS

Dean Welch explained that the School of Graduate Studies is recommending a course which will train students in research ethics and improve awareness of issues concerning academic dishonesty. All incoming graduate students will be required to take the course. The course will be three hours long and students will be graded on a *pass/fail* basis. Students are required to write a test at the end of the lecture and anyone who fails the test will be required to repeat the course.

Dean Welch moved, and Dean Richards seconded,

"that Graduate Council approve Course 101 – Academic Research Integrity and Ethics, as outlined in the document."

Dr. Herring commented that the test component of the course is not necessary—it is sufficient to require students to take the course and to be aware of the academic integrity policy at McMaster. Dean Welch thought students would be more conscious of the relevance of the course if they are required to write a test. In response to Dr. Head, Dean Finsten explained that some programs (e.g., M.B.A.) which—unlike other graduate programs—do not have research components may be exempted from this requirement. Dean Welch said students will normally be required to take the course during the first year of the program. Dean Finsten said students currently enrolled in the program can also take the course. Mr. Scime commented that students should be informed that the course does not count towards the minimum course requirement for the degree.

The motion was **carried** with 1 opposed.

V. CURRICULUM REVISIONS – FACULTY OF HEALTH SCIENCES

Ph.D. in Rehabilitation Science

Referring to the document, Dean Richards discussed the proposed Ph.D. program in Rehabilitation Science. The document outlines the objectives, admission requirements, faculty resources, funding, and course offerings for the program. The School of Rehabilitation Science expects to commence the program in September 2006. Each year, two students are expected to enter the program for an on-going enrolment of 8-10 students.

Dean Richards moved, and Dr. Ingram seconded,

"that Graduate Council *approve in principle* the proposed Ph.D. program in Rehabilitation Science, as outlined in the document."

Dr. D. Clark made the following comments: (1) page 5 – paragraph 1 under *Courses*: the statement, "*Course requirements for students obtaining their M.Sc. in Rehabilitation Science (thesis option) at McMaster will be evaluated on a case-by-case basis,*" the phrase "on a case-by-case basis" should be clarified. The statement seems to be prejudicial against students from other programs. It would be useful for OCGS if the evaluation process as well as the rationale for the evaluation are clarified in the document; (2) since the expected enrolment is quite small (two students per year), it would be valuable to specify how the two students will interact with students in other programs; and (3) the document should describe the structure and timing of the comprehensive examination.

In response to Dr. Luke's inquiry as to why the cohort is small, Dean Richards explained that the number of applicants is restricted because of limited funding. Referring to the *comprehensive portfolio*, Dr. Blimkie commented that the purpose of conducting the comprehensive examination in a public forum should be explained. In response to Dr. Steiner's inquiry concerning funding, Dean Richards stated that the School has received a training grant ($1.8 million over 6 years) from CIHR, with which it hopes to fund the program. Mr. Scime suggested changing the term "excellence" in the *comprehensive portfolio* because students in the program might assume they are required to pass the comprehensive examination with distinction.

Dean Richards explained that the Council is only asked to approve the program in principle because there are issues (e.g., details of the *comprehensive portfolio*) that still need further clarification.

The motion was **carried** with 1 technical abstention.

Change to the admission requirements for the On-line Course-based Option of the M.Sc. Rehabilitation Science Program

The School of Rehabilitation Science has proposed to increase the TOEFL score requirement from 580 (237 computerized) to 600 (250 computerized). The rationale for the change is the

need for students to have a greater proficiency in English to participate effectively in the online discussions required for the courses.

Dean Richards moved, and Dean Welch seconded,

"that Graduate Council approve the change of the TOEFL score requirement to 600 (250 computerized) for the On-line Course-based M.Sc. Rehabilitation Science."

The motion was **carried** with 1 technical abstention.

Change to the admission requirements for the M.Sc. Nursing program

The School of Nursing has proposed to allow applicants with baccalaureate nursing degrees (with 50 and 59 units of university study) to be considered for the program on a case-by-case basis. With the change, the School will be able to review such candidates rather than disqualify them automatically.

Dean Richards moved, and Dr. Ingram seconded,

"that Graduate Council approve the change in the admissions requirements for the M.Sc. Nursing program, as outlined in the attachment."

The motion was **carried** with 1 technical abstention.

Dean Richards then discussed the remaining curriculum revisions for the Faculty of Health Sciences for Graduate Council information.

VI. SCHOLARSHIPS

Mr. Scime presented the following scholarships for approval:

Fairclough Scholarship: The terms of reference for the Fairclough Scholarship were modified so that it becomes an Ontario Graduate Scholarship.

New scholarships: The Dr. Malcolm Baird Ontario Graduate Scholarship and The Colin James Lyne Lock Ontario Graduate Scholarship.

In the description for the Colin James Lyne Lock Ontario Graduate Scholarship, *Chemical Biology* was removed since this program has yet to be approved by OCGS.

Dr. Herring moved, and Dr. Blimkie seconded,

"that Graduate Council approve the following scholarships: change in the terms of reference for the Fairclough Scholarship; The Dr. Malcolm Baird Ontario Graduate Scholarship; and The Colin James Lyne Lock Ontario Graduate Scholarship (as amended)."

The motion was **carried**.

VII. COMPUTATIONAL ENGINEERING AND SCIENCE

The document circulated was the draft copy of Volume I OCGS report for the proposed program.

Dr. Luke moved, and Dr. Steiner seconded,

"that Graduate Council approve the proposed graduate programs in Computational Engineering and Science, as outlined in the document."

Mr. Scime commented that the completion time of 36 months for the examination for Ph.D. candidates with a Master's degree is faster than the other programs and that it should explain why the completion time is different. Referring to page 18, *Financial Support of Graduate Students*, Mr. Scime remarked that the limit of funding for Master's students should be 24 months. The admission requirement in the document for a Master's degree is a B+ average in the final two years; Mr. Scime said this requirement should be clarified since the general regulation for admission is a B+ average in the final year.

The motion was **carried** with 1 abstention.

VIII. DEAN'S REPORT

Dean Finsten announced that OCGS has refined the wording for the "10-hour rule" and will now be referred to as *University-Related Employment for Full Time Graduate Students*. Departments will be notified of the change once it is posted on the OCGS website.

Dean Finsten reported the status of programs for OCGS appraisals. The consultants for the new programs M.A. in Cultural Studies and Critical Theory, and the M.Eng. in the combined B.Eng/M.Eng. in Electrical and Biomedical Engineering will visit in April 2005. The consultants have not yet been identified for the M.A. in Economic Policy and the M.A.Sc./Ph.D. in Biomedical Engineering. The joint M.Eng. program in Nuclear Engineering (UNENE) was approved by OCGS in December 2004. The Master's in Engineering Entrepreneurship & Innovation program which was approved by OCGS in November 2004 commenced enrolment in January 2005. The French M.A. program is awaiting the consultants' report. The consultants for the Geology M.Sc./Ph.D. programs will also be on campus in April 2005. The consultants have not yet been identified for the Business Administration programs as well as the Human Biodynamics M.Sc./Ph.D. programs. The following new programs are to be submitted to OCGS: M.Sc./Ph.D. Chemical Biology, M.A. Digital Society, combined B.Eng./M.Eng. in Manufacturing, and the combined B.Eng./M.Eng. in Design.

There was no other business. The meeting adjourned at 11:20 a.m.