

**GRADUATE COUNCIL**  
**OCTOBER 25, 2004, 9:30 a.m.**  
**Council Chambers, Gilmour Hall 111**

**PRESENT:** Dean F.L. Hall (Chair), Dr. N. Agarwal, Mr. L. Ariano, Dr. G. Bone, Dr. L. Chan, Dr. D. Clark, Dr. J. Clark, Ms. V. D'Costa, Dr. M. Gauvreau, Dr. A. Herring, Mr. T. Hoare, Dr. C. Ingram, Mr. B. Li, Ms. C-Y Lin, Dr. G. Luke, Dr. S. Porter, Dr. G. Steiner, Mr. J. Scime (Secretary), Dr. M. Stein, Dr. C. Swartz, Dean D. Welch, Dr. C. Woodward, Dr. D. Wright, Mrs. M. Espiritu (Recording Secretary)

**BY INVITATION:** Dr. J. Hurley, Dr. T. Kroeker, Dr. G. Rockwell

**REGRETS:** Dr. K. Bennett, Dr. C. Blimkie, Ms. K. Espiritu, Dean N. Rahimieh, Dr. J. Xu

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**I. MINUTES**

The minutes of the meeting of September 27, 2004 were approved on a motion by Dr. Herring, seconded by Dean Finsten.

**II. BUSINESS ARISING**

Applied Degrees

Dean Hall referred to the two documents: "*Marshall-Patterson Memorandum on Applied Degrees & Admission into Second-Entry, Graduate and Professional Programs*" from the COU, and a letter from the Ministry to the COU concerning applied degrees. He stated that at the September 27 meeting of Graduate Council, Mr. Ariano brought up the issue concerning McMaster's perspective with regards to admission of applied degree students into the graduate programs. Mr. Ariano said the issue will be on the agenda of the upcoming Undergraduate Council meeting. Mr. Ariano said he will speak to the Associate Deans from each faculty to obtain further information regarding the issue. Mr. Ariano mentioned that at a recent discussion with David Marshall (former Chair of the COU Standing Committee on Relationships with Other Postsecondary Institution and now President of Mount Royal College in Alberta), Dr. Marshall inquired if McMaster has formulated a plan concerning admission of students with foundation degrees. Mr. Ariano wondered whether the University should have a caveat, or whether it should adopt Queen's University's policy of restricting admission to institutions affiliated with AUCC. Mr. Ariano added that the University should come up with a policy not only for applied degrees but also for foundation degrees. Mr. Ariano said Dr. Marshall did not fully explain what foundation degrees are and the only information he knows about foundation degrees is that students are awarded a B.A. or a B.Sc. at the end of study. It was decided to concentrate the discussion on applied degrees for the time being, since not enough information is available with regards to foundation degrees. Dean Hall commented that applied degree students are likely to apply to areas related to business and engineering. Dean Welch suggested requiring the students to take the Graduate Record Examination (GRE). Dean Hall noted that Psychology is the only department at the University that requires GRE for admission to its graduate programs. Dean Richards stated that if we require students to take the GRE, then there should be flexibility with regards to setting the GRE score on a departmental basis. Dr. Stein commented that this might be a problem for some disciplines (e.g., Sociology) in which the GRE might not be offered. In response to Mr. Hoare's inquiry as to whether the GRE should be applied to all students across the board,

Dean Welch replied that perhaps those departments receiving a large number of applicants should require a discipline-specific GRE. Dr. Ingram commented that the GRE is not discipline-specific. Upon Dean Hall's suggestion, the Council decided to create an ad hoc committee to look into the issues pertaining to applied degrees. The members of the ad hoc committee are: Chair: Dean D. Welch, Members: Dean L. Finsten, Dr. M. Stein, Dr. C. Swartz, and Dr. C. Woodward.

#### Two Degrees for the Same Work

Dean Hall referred to the memo from the Graduate Council Executive outlining its recommendations concerning the issue of two degrees for the same work. Dr. Chan referred to recommendation (b) and questioned the practicality of surrendering the diploma. She explained that MBA students who receive the Management Diploma and do not proceed with year 2 of the MBA can come back and do their year 2 at any time up to five years. Mr. Scime said that in his opinion, rescinding a degree or diploma might be interpreted negatively by the students. Mr. Scime wondered what the University would achieve if it requires students to rescind their diplomas. He added that surrendering a paper copy might pose some problems. Mr. Scime stated that the issue should be how much credit is given from a diploma to a degree. Dr. Ingram said that it is unclear whether the students have to surrender the diploma after the degree is completed and that there should be a statement in the proposal addressing this issue. The Council agreed to send the proposal back to the GC Executive for further discussion and to include in the discussion the four types of OCGS diplomas and all the diploma programs that are offered by the University.

#### Description changes for two scholarships

Dean Hall noted that at the September 27 meeting of the Graduate Council, the Krishna Sivaraman Memorial Scholarship was not approved because of some discrepancy in the description. The change in the description is now proposed for Graduate Council approval. The description for the Julian F. Pas Memorial Scholarship in Chinese Religions was also revised and presented to the members for approval.

Dean Richards moved, and Dean Finsten seconded,

**“that Graduate Council approve the revised descriptions for the Krishna Sivaraman Memorial Scholarship and the Julian F. Pas Memorial Scholarship in Chinese Religions, as outlined in the attachment.”**

The motion was **carried**.

### **III. CLOSURE OF THE TRANSATLANTIC M.A: PUBLIC POLICY AND THE GLOBAL ECONOMY**

Dean Hall referred to the memorandum from Dr. Tony Porter in Political Science which outlined the rationale behind the closure of the Transatlantic M.A. Dr. Stein explained that HRDC provided funding for the program with the intention of funding it for the first two years only. Despite its success, the program's closure was proposed in light of its inability to acquire further funding.

Dr. Stein moved, and Dr. Herring seconded,

**“that Graduate Council approve the closure of the Joint Transatlantic M.A.: Public Policy and the Global Economy.”**

The motion was **carried**.

#### **IV. PROPOSED CHANGE IN THE COMPOSITION OF THE SSHRC SUBCOMMITTEE OF THE SCHOLARSHIPS COMMITTEE**

Dean Finsten recommended revising the composition of the SSHRC subcommittee. For the past five years, there were only three scholarship applications from the Faculty of Business. The Human Relations area in the Faculty of Business has appointed for the last five years the same faculty member as representative to the Committee. Unfortunately, the faculty member has been unable to attend the Committee meetings. Dean Finsten believes there should be some flexibility in the composition of the subcommittee, and that it should not require having a representative from the Faculty of Business. In recent years, there are more SSHRC applications received in the departments of Psychology and Geography and Geology. Dean Finsten added that filling the additional member position for the Faculties of Humanities and Social Sciences is not always possible.

Dean Finsten moved, and Dean Welch seconded,

**“that Graduate Council approve the change to the composition of the SSHRC subcommittee of the Scholarships Committee.”**

Dr. Agarwal said that the current membership of the subcommittee requiring a member to come from the Faculty of Business should be maintained. Dr. Agarwal explained that he was not aware of the inability of the faculty member to attend the committee meetings and that he believes the situation can be rectified. Dean Welch reminded Dr. Agarwal that under the proposed change there is still the option of having a member from the Faculty of Business. Dean Hall added that the committee no longer requires having one representative from each department submitting applications. Dr. Woodward said that Health Sciences should be included on the list.

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

Dean Hall then turned to the membership composition of the 2004 Scholarships Committee for Council approval.

Dr. Luke moved, and Dr. Bone seconded,

**“that Graduate Council approve the membership composition of the 2004 Scholarships Committee.”**

The motion was **carried**.

#### **V. M.A. IN ECONOMIC POLICY**

Dean Hall referred to the document pertaining to the proposed M.A. in Economic Policy and asked Dr. Hurley if there are any revisions to the document since its submission to the Joint Faculties of Humanities and Social Sciences Graduate Curriculum and Policy Committee. Dr. Hurley said that minor revisions have to be made to address the issues raised by the curriculum and policy committee.

One issue was in the preparation of a major research project involving collaboration with an external agency. The curriculum and policy committee commented that the proposal should clearly define how the project will be administered—i.e., who will supervise the project; and how will the project be evaluated. Dr. Hurley explained that the student will be supervised by a University faculty member, not someone from the external agency. Referring to the proposed program, Mr. Scime commented that the duration of 11 months might cause problems with tuition and funding issues; he suggested changing the duration of the program to one year. Dean Hall noted that at the GC Executive meeting, one member inquired why the proposed program was not considered a field rather than another program. Dr. Hurley explained that the skills and training involved in the proposed program are distinctive compared to the traditional Economics M.A. program. The proposed program enhances the applications of theory and methods to policy problems. In response to Dr. Herring’s inquiry as to whether the department will hire new faculty members, Dr. Hurley answered that the department plans to use its existing faculty members, and that there is no need to hire additional faculty members. Dr. D. Clark reminded Dr. Hurley of the issue he (Dr. D. Clark) raised at the curriculum and policy committee which is the need for consistency of terms used throughout the document—i.e., major research project (or paper). Referring to section 4.2 of the document, Dr. D. Clark said it would be useful for OCGS if the proposal offers a clear description of how the major research project will be addressed, and provides examples as necessary. Dean Hall inquired what the consequence will be if an external agency cannot be found for a number of students in the program. Dr. Hurley explained that the project will involve students working in groups. Students will not need to spend time at the agency. Contact with the external agency, which will be mostly by email and telephone calls, is not onerous.

Dean Finsten moved, and Dr. Gauvreau seconded,

**“that Graduate Council approve the proposed M.A. in Economic Policy contingent upon approval of the Faculty of Social Sciences.”**

The motion was carried.

## **VI. M.A. IN DIGITAL SOCIETY**

Dean Hall introduced Drs. Kroeker and Rockwell as the presenters for the proposed M.A. in Digital Society. Dr. Kroeker explained that there were some revisions and additions made to the document that was circulated to the Council members: a statement that clarifies the relationship of the proposed program with the various faculties; inclusion of a statement inviting students to apply; revision of the *Objectives* section; involvement of three Faculties in the proposed program (Engineering, Humanities, and Social Sciences); and a statement explaining the importance of interdisciplinary programs. The proposed program was submitted and approved at the Joint Faculties of Humanities and Social Sciences Graduate Curriculum and Policy Committee last year. It was also presented and approved at a recent meeting of the Faculty of Engineering.

Dean Finsten moved, and Dean Richards seconded,

**“that Graduate Council approve the proposed M.A. in Digital Society contingent upon approval by the Faculty of Social Sciences.”**

In response to Dean Welch's inquiry as to where the program will be housed, Dr. Rockwell replied that in the meantime, the administration of the program will be at the Faculty of Humanities. If there is a new space for the Engineering and Public Policy program, perhaps the proposed program will also be housed in the new area. Dr. Woodward inquired about the type of jobs that a graduate of this program would have. Dr. Rockwell responded that some students will continue to a Ph.D. program and will bring the skills to a traditional degree. People in industry with digital society knowledge will also be interested in the program. In response to Dean Richards' inquiry regarding the evaluation of the major research project, Dr. Kroeker replied that the supervisor will do the evaluation. In response to Dr. Herring's inquiry with regards to faculty resources, Dr. Kroeker replied that faculty resources for the proposed program are available. Each of the three Faculties involved will hire a new faculty member for the proposed program. Dean Hall commented that the three positions should be advertised first before it can get approval from OCGS. He added that if the three positions will replace existing faculty members, then there is a chance that OCGS might consider looking at the proposal. Dr. D. Clark said that if there is a need to explain to OCGS that the program has additional resources coming in the future, then there should be a memorandum from the Provost providing this information. Dr. Rockwell commented that a memo from the Provost is not needed since students will not be admitted until September 2006. Hopefully by that time, the three faculty positions have already been advertised.

The motion was carried.

#### **VII. LEAVES OF ABSENCE (Section 2.4.5 of the Graduate Calendar)**

Dean Hall referred to the proposal and explained that the current regulation has to be revised because it is too restrictive and limited. Dean Finsten explained that the regulation pertaining to leaves of absence for graduate students should be consistent with the granting councils such as SSHRC and NSERC. These two granting councils both allow students a specific number of four-month leaves in order for students to obtain relevant work experience. Dean Finsten said there should be a statement in the graduate calendar addressing this issue.

Dean Finsten moved, and Dean Welch seconded,

**“that Graduate Council approve the proposed change in the Leaves of Absence regulation, section 2.4.5 of the Graduate Calendar.”**

Dr. Wright commented that graduate students who hold internal scholarships, and desire to take parental/maternity leave, are left in a situation whereby, if they choose to take such leave, they forfeit their entire income. Since MUFA and the University have embraced the principle of assisting faculty members who take parental/maternity leave (in the form of Supplementary Unemployment Benefits) he suggested the University consider ways to extend limited support to their graduate students finding themselves in a similar situation. Dr. Luke questioned the second paragraph of the document, where it states that the student cannot be guaranteed the continuation of the same research project if the absence is more than one year. Dr. Luke felt that even for cases where the leave of absence was less than one year, there could be situations where a research project would have to be taken over by another person, for example in the case where the research was in a very fast moving competitive area, where a significant delay in the research would seriously affect its impact. The supervisor might also need to ensure that the research is completed in a timely manner due to the importance of completing research for his/her career (tenure, promotion, obtaining

research funding, etc.). Dean Welch commented that this could also be an intellectual property issue because the student has some form of ownership on some parts of the research work that was produced. Dean Hall said there should be some sort of a waiver to avoid this situation. Dr. Swartz said that in his opinion, the clause “*in the event of Leaves of Absence*” sufficiently addresses this concern. Dean Welch suggested bringing the funding issue to the UPC with the recommendation of providing a one-term support for students at the Ph.D. level. Upon further review of the proposed change, the members decided to remove the clause “*resulting in a total absence of more than one year*” from the document.

The motion was **carried** (with removal of the clause mentioned above).

### **VIII. GRADUATE ENROLMENT 2004-2005**

Dean Hall referred to the document circulated to the members pertaining to the Graduate Enrolment for 2004-2005 as of September 30 2004 analysed by gender. The document was for information of the members.

### **IX. OTHER BUSINESS**

#### **Change in section 2.7.2 Response Time for Theses**

Dean Hall referred to the document and explained that the word “*supervisor*” in the first sentence of paragraph one was changed to “*Supervisory committee*”. The change is necessary because the current text has been interpreted by some to mean only the “primary supervisor”.

Dr. Gauvreau moved, and Dr. Herring seconded,

**“that Graduate Council approve the change in Section 2.7.2 Response Time for Theses in the graduate calendar.”**

The motion was **carried**.

There was no other business. The meeting adjourned at 11:10 a.m.