

**Summary of a Meeting of the
COUNCIL OF THE FACULTY OF GRADUATE STUDIES AND RESEARCH
Held in the Council Chamber, University Hall
Wednesday, September 22, 2010, 2:00 pm**

None.

M Shirvani exited and the Chair was temporarily turned over to R Poliquin.

Attendance

M Shirvani in the Chair
R Poliquin, Vice-Dean

J Harrington, Assoc Dean
P Melançon, Assoc Dean

Department Representatives

A Palmer, Anthropology
S Harris, Art & Design
D Stuart, Biochemistry
J White, Business MBA
M Glerum, Cell Biology
B Hayes, Chem & Mat Engineering
T Lowary, Chemistry
D Chan, Civil & Enviro Engineering
I Sywenky, Comparative Literature
I Nikolaidis, Computing Science
T Ono, East Asian Studies
D Chovanec, Educational Policy Studies
R McKay, Educational Studies
Y Tsui, Electrical & Comp Engineering
J McClay, Elementary Education
T Zackodnik, English & Film Studies
M Cavanagh, Faculté Saint-Jean
F Swyripa, History & Classics
J Martin, Lab Med & Pathology
L Reif, Law
H Julien, Library & Info Studies

T Nearey, Linguistics
T Hillen, Math & Stat Sciences
D Burshtyn, Medical Microbiology & Imm
M Carriere, Modern Lang & Cultural Studies
J Despres, Music
D Collins, Neuroscience
K Moore, Nursing
A Shaw, Oncology
A El-Kadi, Pharmacy & Pharm Sciences
S Petersen, Physical Education & Recreation
S Morsink, Physics
L Thorlakson, Political Science
A Joyce, Psychiatry
A Senthilselvan, Public Health Sciences
A Hamann, Renewable Resources
J Rude, Rural Economy
I Johnston, Secondary Education
K Hughes, Sociology
P Schneider, Speech Pathology & Audiology
T Churchill, Surgery

Graduate Program Administrators

J Forslund, AFNS

G Mathew, Anthropology

Graduate Student Representatives

A Rawluk, GSA VP Academic
T Korassa, GSA VP Labour Relations
T Bureyko, AFNS

B Jensen, Earth & Atmospheric Sci
L Golshahi, Mechanical Eng
J Babicheva, Mod Lang & Cultural Studies

Guests/Observers

C Cullingham, PDFA
T Krukoff, Assoc Dean Rsch, Med & Dent
H Zwicker, Assoc Dean GS, Arts

M Horn, Secondary Education
T Schuetz, Math & Stat Sciences
F Snart, Dean, Education
G Richardson, Assoc Dean, Education

1. APPROVAL OF THE AGENDA

The Chair advised he had to step out briefly to attend another meeting and R Poliquin would substitute as chair during that time. He requested flexibility to move agenda items around. There were no objections and the agenda was approved as presented.

2. MINUTES OF THE PREVIOUS MEETING

a) Approval of the May 19, 2010 summary minutes

R Poliquin noted heading 4.4 in the summary minutes should read 'PhD in Medical Sciences—Shantou Stream'. The minutes were approved as amended.

b) Matters arising

3. FORMAL BUSINESS

3.1 Ratification of FGSR Academic Appeals Committee Membership

Councillors had before them the proposed list of members for the FGSR Academic Appeals Committee, as follows:

Marco Adria, Communications and Technology
Karen Hughes, Sociology
Katherine Moore, Nursing
Sharon Morsink, Physics
Stewart Petersen, Physical Education and Recreation
Phyllis Schneider, Speech Pathology and Audiology

MOTION It was moved by J Harrington and seconded by K Moore that the Council of Faculty and Graduate Studies and Research approve the faculty member FGSR Councillors to serve on the FGSR Academic Appeals Committee.

VOTE The motion was PUT and CARRIED, 35-0, 1 abstention.

R Poliquin, as Chair, asked Council to consider next Informal Business, item 4.a) 2.

4. a) 2. Guidance Note on Required to Withdraw due to Poor Academic Performance

J Harrington presented a new guidance document meant to provide departments with a step-by-step approach when dealing with a graduate student who is not meeting minimum academic requirements.

She said the guidance note would build on the content in the Graduate Program Manual and further ensures that the academic struggle and concerns about the student are adequately documented. R Poliquin added that it seems departments are reticent to place students on formal academic probation.

The following comments were made during discussion:

- Departments are hesitant to put a student on formal academic probation because it appears on the transcript.
- A well-documented trail of emails and/or letters outlining the department's expectation is used in some departments.
- Departments must give the student the opportunity to talk to an advisor, whether placing the student on formal probation or choosing a more informal route.
- Meeting with the student is important because departments can then find out why the student is struggling academically; for example, there may be medical reasons.
- Documentation is important, especially in an informal process, because a subsequent termination may not be upheld at appeal if the process for termination was not adequately demonstrated through documentation.
- A documented process in FGSR that does not appear on the transcript would be preferable.
- Face-to-face meetings between the student and supervisor and hard-copy letters regarding concerns often carry more weight than email communication.
- It would be preferable to remove the academic probation notation from the transcript once it is cleared rather than adding a cleared statement.

M Shirvani returned to Chair the meeting and asked Council to consider Formal Business item 3.2.

3.2 Dual Degree Proposal with Seoul National University

Councillors had before them a proposal for a dual degree between the University of Alberta's Faculty of Education and College of Education at Seoul National University.

MOTION It was moved by R Poliquin and seconded by K Moore that the graduate dual degree proposal between the University of Alberta's Faculty of Education and Seoul National University be approved by FGSR Council.

F Snart (Dean) and G Richardson (Associate Dean of International Initiatives) for the Faculty of Education presented a general overview of the program in which a small number of students at the master's and doctoral level would take coursework at each partner institution under joint supervision. Students applying for admission must satisfy admission requirements at both institutions. Incoming students may transfer up to half the course requirements for the U of A program from courses at Seoul National University. Students would pay fees at their home institution. Students will have a joint final dissertation defence in English and students will receive a dual degree, i.e. multiple parchments.

F Snart and G Richardson said the U of A was selective in considering the proposal from Seoul National University, noting the proposal further internationalizes education at the U of A and will be catalytic in creating greater faculty and student research collaborations between the two institutions.

Councillors provided the following comments:

- A councillor asked about the examining committee membership vetting process and the balance from each institution. The Chair said the U of A would use the same criteria it uses for external examiners when considering SNU members. G Richardson indicated the exact balance of the examining committee would be determined by an adhoc advisory group that is considering all the procedural details. The adhoc committee has representatives from each partner institution.
- A councillor asked how the program would be promoted. G Richardson said the ad hoc group would also consider promotion; he expected it would take a year before students could apply and be admitted. The Chair said the first step is get existing student cohorts moving back and forth; new recruitment is the second stage.
- A councillor advised the Faculty of Education to monitor the course requirements, making sure the work doesn't overload students.
- A councillor raised a concern that the U of A would be providing resources for these students but they are not paying U of A fees. F Snart noted the initial number of participating students is small and the Faculty of Education will monitor the impact on resources.
- A councillor asked if the concept of receiving multiple parchments lessens the quality of the degree. F Snart noted that similar combined degrees at the undergraduate level are not considered as being of less quality.
- A GSA council representative questioned if the incoming students will have access to GSA services if they are not paying fees at the U of A.

VOTE The motion was PUT and CARRIED, 37-5, 8 abstentions.

M Shirvani asked Council to return to Informal Business, item 4.a) 1.

4. a) 1. Canadian Graduate and Professional Student Survey (CGPSS) Summary Data

Council was presented with the University of Alberta's data from the CGPSS survey for information. The Chair advised that U of A students were generally satisfied or very satisfied with their supervision and research facilities but noted work needs to be done in the area of professional development.

It was noted that course-based students are under-represented in the statistics; H Hogg advised some course-based students may have identified themselves as professional students on the survey. A councillor requested that Faculty-level data be distributed.

3. Campus Resources to Assist Graduate Students

J Harrington presented council with a list of resources for graduate students.

4. Teaching Development Week

R Polziehn presented a brief report on the recent Teaching Development Week, hosted by FGSR. She advised that the sessions were in high demand and that the total number of interested graduate students could not be accommodated. The FGSR plans to host a similar week in January; however R Polziehn requested participation on a working group to examine how FGSR and departments can meet the teaching development needs of graduate students.

4. b) Report of the Graduate Students' Association

T Korassa, Interim GSA VP Labour Relations, gave a brief report, highlighting the following:

- The GSA office is functioning fully following several changes this summer
- The GSA is currently working on its strategic plan
- Negotiating the collective agreement will be an upcoming focus for the GSA

4. c) Question Period

A councillor asked how the University of Alberta is advocating for consistency and timeliness in the processing of Study Permits for international students because the U of A recently lost a Vanier nominee due to immigration issues.

The Chair advised the Association of Universities and Colleges of Canada is lobbying Citizenship and Immigration Canada on this matter, however there is still great discrepancy from one Canadian embassy/high commission to another. The Chair said the fact that there is no federal government body responsible for international student recruitment only complicates the matter.

The Registrar also acknowledged the variance from embassy to embassy. He said pressure at the presidential-ministerial level may be considered, but runs the risk of bypassing Citizenship and Immigration Canada.

4. d) Other Business

None.

ADJOURNMENT

The meeting was adjourned at 3:48 pm.