

**MINUTES**  
**Thursday, October 4, 2018**  
**ST 147 Main Campus 2:00 p.m. – 4:30 p.m.**

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Chair: **L. Young**  
Recording Secretary: S. Larsen  
Attendance:

**Members Present**

Apple, J.  
Azaiez, J.  
Bertram, J.  
Braun, A.  
Brown, J.  
Childs, S.  
Clarke, M.  
Curtin, S.  
Dann, M.  
Fapojuwo, A.  
Favaro, E.  
Franceschet, S.  
Hagen, G.  
Halek, M.  
Hansen, D.  
Hansen, P.  
Huebert, R.  
Iskander, M.  
Johnson, J.  
Jones, V.  
Keller, J.  
Konnert, C.  
Kreitzer, L. (*C. Walsh*)  
Leblanc, J.

Levey, A.  
Lopes, M.  
Mains, P.  
Mansourihab, M.  
Mayr, S.  
McCafferty, D.  
McCoy, L.  
McDermid, G. (*D. Goldblum*)  
McQuillan, K.  
Mendaglio, S.  
Moorhead, G.  
Oddone Paolucci, E.  
Perić, S.  
Paris, B.  
Protzner, A.  
Radford, L.  
Raffin Bouchal, S.  
Ritter, E.  
Samavati, F.  
Saweczko, A.  
Spangler, J.  
Thundathil, J.  
Wylant, B.  
Yates, R.

**Members Absent**

Achari, G.  
Beattie, T.  
Braun, J.  
Cannon, E.  
Cobb, J.  
Colicos, M.  
Colpitts, G.  
Culos-Reed, N.  
Cunningham, C.  
Dunn, J.  
Egberts, P.  
Falkenberg, L.  
Field, J.  
Finn, P.

Groen, J.  
Lenters, K.  
Lucas, A.  
Magesan, A.  
O'Brien, M.  
Sherer, P.  
Sideris, M.  
St. George, S.  
Strous, M.  
Thangadurai, V.  
Tyler, M.  
Vanderspoel, J.  
Woiceshyn, J.  
Wright, Jim  
Wright, John

**Faculty of Graduate Studies  
Officers Present**

Nathoo, S.  
Robinson, G.

**Faculty of Graduate Studies  
Officers Absent**

Srivastava, A.  
Stiven, C.

**Guests**

Thompson, R.  
Abboud, J.  
Carter, J.

**1.0 APPROVAL OF AGENDA**

The Chair called the meeting to order and asked for approval of the agenda.

**MOTION: Moved /Seconded**

That FGS Council approve the agenda for the Faculty of Graduate Studies Council Meeting of October 4, 2018.

**CARRIED**

**2.0 2.1 APPROVAL OF FGS COUNCIL MEETING FEBRUARY 15, 2018 MINUTES****MOTION: Moved/Seconded**

That FGS Council approve the minutes for the Faculty of Graduate Studies Council Meeting of February 15, 2018.

**CARRIED**

**2.2 APPROVAL OF FGS COUNCIL COMMITTEE MEETING APRIL 5, 2018 MINUTES****MOTION: Moved/Seconded**

That FGS Council approve the minutes for the Faculty of Graduate Studies Council Committee Meeting of April

**3.0 BUSINESS ARISING FROM THE MINUTES**

There were no matters raised at this time.

**4.0 ACHIEVEMENT AWARD PRESENTATION – D. HANSEN**

D. Hansen acknowledged the following award winners and presented plaques to the winners in attendance: L. Dawson and Khalil Rawji.

J.B Hyne Research Innovation Award 2017 – FGS created this award to recognize graduate students in any discipline who excel in research.

- Kyle Logan Wilson (BISI)
- Abby-Jo Payne (CHEM)
- David Michael Langelier (KNES)
- Khalil Rawji (MDNS)

Michael Lazar Community Service Award 2017 – This award is presented to a graduate student from any discipline who, through a sense of personal commitment, has served the university community well beyond meeting academic requirements.

- Leanne Dawson (ENEC)

**5.0 REPORT FROM THE CHAIR**

The Chair provided a slide presentation and the following points were highlighted:

- Enrolment
  - Graduate enrolment is at an all-time high at 6400. Significant growth has taken place in the numbers of International and Indigenous students, visiting and exchange students, as well as in certificate, diploma and course-based masters program admissions.
  - PhD numbers are not increasing and exploration is needed to determine the reason.
  - Due to changes in agreements, Indigenous students in certificate programs leading to Masters degrees are now eligible for scholarships.
- Preview 2018/2019
  - The university budget parameter has been set at +1% .
  - Vision for Alberta funding was extended until June 2019. A proposal to continue the initiatives this funding provided has been submitted to the government.
  - An advisory group will be formed to focus on Equity, Diversity and Inclusion.
  - Canadian Graduate and Professional Student Survey (CGPSS) will take place in the 2019 winter term. It is administered every three years requesting student feedback on graduate education.
  - GradImpact Week will take place in April 2019. Council members were asked to save student stories for sharing at that time.
- FGS Student Team
  - FGS budget has been adjusted, providing for two Academic and International Advisors: J. Dixit and M. Speta.
  - The Student Team was recognized with a Provost's Star award for their work in improving the student experience.
- FGS AD (Scholarships) - D. Hansen has agreed to continue in this role until January 2019 as C. Dueck has moved to another university position. The new Associate Dean will be announced soon.
- The deadline for Supervisory Renewals is October 15, 2018. GPDs requiring an extension should send a

request through [deangrad.ucalgary.ca](http://deangrad.ucalgary.ca).

- Two hard copy resources were available to FGS Council members, and additional copies are available upon request.
  - Bookmark: Expectations for Students and Supervisors
  - Resources: On Campus Resources and Points of Contact.

## **6.0 REPORTS FROM THE FGS ASSISTANT/ASSOCIATE DEANS**

### **6.1 Robin Yates, Senior Associate Dean**

R. Yates reported the following:

- FGS Student Team now has two academic advisors, Michelle Speta and Jaya Dixit, either of whom can be contacted for assistance. One advisor will be available on the Foothills Campus, near the Student Wellness office, on Wednesdays from 8:30 to 12:00 noon.
- Medical notes can no longer be requested (e.g. for a Leave of Absence). Students can make a Statutory Declaration in the presence of a Commissioner of Oaths at various locations on campus.
- Related to a government policy change, students from Saudi Arabia may be in touch with programs about returning to the university. For tracking purposes, GPDs were asked to inform R. Yates should this occur.
- Documentation to include in the Neutral Chair package will be sent to GPAs. The information is intended to assist Neutral Chairs in delivering negative results to students and in handling these situations.

### **6.2 Suzanne Curtin, Associate Dean (Student)**

S. Curtin provided data case load data and noted that the number of people being served is increasing as the university community becomes more aware of the FGS Student Team and the assistance offered.

### **6.3 Jalel Azaiez, Associate Dean (Policy)**

J. Azaiez reported the following:

- Candidacy regulations are in place for all programs. For implementation advice, FGS Council members were invited to contact him directly.
- Workshops for GPDs will be held based on issues or ideas requested.

### **6.4 Dave Hansen, Associate Dean (Scholarships)**

D. Hansen shared details of the Scholarship Annual Report with FGS Council members.

## **7.0 REPORT FROM THE GRADUATE STUDENTS' ASSOCIATION PRESIDENT**

B. Paris's report included the following information:

- Quality Money is available for graduate student initiatives.
- An updated GSA Collective Agreement will be released in October.
- Advocacy efforts with the province are going well.
- "That Grad Space," in Crowsnest Hall, will open the third week of October.

In conclusion, the B. Paris asked FGS Council members to encourage graduate students to represent their faculty in the Graduate Students' Association.

## **8.0 REPORT FROM THE GENERAL FACULTIES COUNCIL REPRESENTATIVE**

As a GFC meeting has yet to take place this year, there was no report.

## **9.0 REPORT FROM THE GRADUATE ACADEMIC PROGRAM SUBCOMMITTEE REPRESENTATIVE**

L. Young explained the purpose and structure of GAPS, and D. McCafferty reported that the EVDS Doctor of Design, a practice-based program, was approved at APPC and will now go to the province for review.

## **10.0 QUESTION PERIOD**

No questions were asked at this time.

## **NEW BUSINESS**

### **11.0 11.1 FGS GRADUATE FUNDING OPERATING STANDARD – L. YOUNG**

The Chair began by providing the history of the FGS Graduate Funding Operating Standard. As “policies” are reserved for General Faculties Council and higher levels of the university, this document is now being referred to as an “operating standard,” with FGS Council having the final authority.

In previous discussions, there was general agreement that a student who wins an external scholarship should be better off than they were initially. Two funding framework options (see attached), on how to deal with this in the operating standard, were discussed.

The following points were noted in the discussion:

- Smaller programs would find the “top up” required in Option B challenging. Option A allows flexibility as programs decide their own threshold amount.
- There are situations where, in Option B, a Masters student could end up being paid more than a PhD student.
- Both options have the challenge of establishing a base amount.
- Programs can add into the Minimum Funding Amount so long as it is same for all their students.
- The Graduate Scholarship Policy and the perspective of students need to be taken into consideration.

Option A was most favorably viewed by FGS Council members. The Chair requested that additional ideas regarding the Funding Operating Standard be sent to her, in preparation for final discussion and approval at the November 22 FGS Council meeting.

Student employment, as it relates to funding, was also discussed. As Tricouncil has withdrawn the rule of 612 working hours maximum per year for students, universities now need to decide how to deal with this on their own. FGS will be working on wording regarding this for the graduate calendar.

The Chair informed FGS Council members that the Great Supervisor Event will take place in the Senate Room, Hotel Alma, immediately following the November 22 FGS Council meeting.

### **11.2 AWARDS PROJECT – G. ROBINSON**

G. Robinson, related information regarding the development of an online Scholarships Application. The following points were noted, along with details regarding functionality:

- Launch date is scheduled for November 1, 2018 in time for the Graduate Award Competition.
- GPAs have been involved in the project from the start and the on-line application will remove some of their workload. Training for GPAs will begin later in October.
- Once completed, this application will serve as a template for developing similar systems for program use.
- Student response to this on-line process is highly favorable.

### **11.3 GRADUATE COLLEGE – R. THOMPSON/ J. ABBOUD/ J. CARTER,**

R. Thompson, Chair, Graduate College Steering Committee, introduced J. Abboud and J. Carter, Graduate College Co-chairs, and shared history and information regarding the Graduate College initiative, and responded to questions. The following points were noted:

- Exploring the idea of a Graduate College was contained in the 2012 Academic Plan.
- The decision to launch the college in 2015 as a 3 year pilot project was tied to the opening of Crowsnest Hall, UCalgary’s first residence dedicated to graduate students.
- Following the review process last year, the College three year pilot project received one additional

year. A review recommendation was that the College be an autonomous unit, but within FGS. This will go through the approvals process at the university, ending with GFC in December 2018.

- College members have been increasing and there are presently 60. They live on and off campus and every faculty is represented.
- A concern was raised regarding graduate schools world wide being viewed as exclusive due to the small percentage of student admitted.
- 40% of students who apply to the College are accepted. An important aspect of the application is the student's interest in and ability to lead, as the College is very outfacing, with the intent to include as many non-college students as possible.
- Ramifications of increasing the size of the College were noted.
- Students not accepted into the College are put on a mailing list so they can be involved and possibly be admitted the following year.
- Discussion took place regarding the importance of communication so the College can support and not duplicate initiatives across campus. College events and initiatives were shared (e.g. conference, dinners, blog).

R. Thompson concluded by posing questions to FGS Council members with a request that feedback be sent to him.

**12.0 MEDAL AWARD WINNERS MEMO**

Through an information memo to FGS Council members the winners of the Governor General's Gold Medals and the Chancellor's Graduate Medals were announced. The medals will be presented at the November 16, 2018 convocation ceremonies.

**13.0 APPROVED CANDIDACY REGULATIONS**

Approved Candidacy Regulations for MDCH and LLAC were included in the meeting package for information.

**14.0 SCHOLARSHIPS**

The Terms of Reference for new scholarships were included as information in the meeting package.

**15.0 ADJOURNMENT**

The meeting was adjourned at 4:30 p.m.