

MINUTES
February 24, 2022
Zoom meeting
2:30 p.m. – 4:30 p.m.

Chair: R. Yates
 Recording Secretary: H. Waqar
 Attendance:

Members Present			Members Absent	Faculty of Graduate Studies Officers Present
Anderson, D. (CSM)	Hastings-Simon, S. (SEDV)	Thundathil, J. (VMS)	Achari, G. (SSE)	McLeod, C.
Amedegnato O. (LLAC/FISL/GSEA)	Hodgins, D. (PSYCH)	Tombe, T. (ECON)	Braun, A. (MDCV)	Nathoo, S.
Baral, K. (GSA)	Hunt, J-D (ENCL)	Terriff, T. (POLI)	Cunningham, C. (FGS)	Speta, M.
Beattie, T. (CSM)	Keller, J. (CMMS)	Vamosi, J. (BISI)	Brown, J-A (PHAS)	Stiven, C.
Bertram, J. (BMEN)	King-Shier, K. (NURS)	Wasmuth, J. (GRAD COLLEGE)	Greenberg, M. (Data Sci/Math)	Waqar, H.
Blue, G. (GEOG)	Krawetz, R. (MDBT)	Welling, J. (ARTS)	Hamel, C. (SAPL)	
Bonni, S. (MDSC)	Kwok, S-M (SPP)	Wilson, W. (ANTH/ARKY)	Heggerud, C. (MBA)	Guests
Boyd, J. (CPSC)	Lashewicz, B. (MDCH)	Wu, L-A (CPSC/DataSci)	Hexham, I. (GRST/RELS)	Janelle Morris (HSB)
Campbell, L. (LAW)	Levey, A. (PHIL)	Wu, J. (MATHS)	Jacobson, M. (CPSC)	Jessica Revington (Provost's Office)
Chu, M-W (EDER)	MacCallum, J. (CHEM)	Yates, R. (FGS)	Leblanc, J. (ART)	
Clarke, M. (ENCH)	MacDonald, J. (MBBC)		McLaughlin, A-M (SOWK)	
Cobb, J. (BMB)	McCafferty, D-M. (FGS)		McCauley, E. (UCAL)	
Colpitts, G. (ARTS)	McGrath, D. (PSYC)		Moody, C. (MGMT)	
Colicos, M (MDNS)	O'Brien, M. (FGS)		Morton, C. (ENME)	
Dambrowitz, A. (Registrar)	Oehlberg, L. (CPSC)		Neprily, K. (GSA)	
De Koning, J. (MBBC)	Oleksiy Osiyevskyy (HSB)		Nguyen, M-D (MDNS)	
Dimitropoulos, G. (SOWK)	Paquette, A. (GSA)		Pounder, A. (LING)	
Dolata, P. (HIST)	Priest, J. (SSE)		Ryan, C. (SCIENCE)	
Doyle-Baker. T. (KNES)	Radford, L. (MUSI)		Sherer, P. (MGMT)	
Drefs, M. (FGS)	Savchenko, A. (CSM)		Snider, B. (MGMT-EMBA)	
Ducey, A. (SOCI)	Schroeder, M. (EDC)		Tomfohr-Maden, L. (CPSY)	
Eiserman, J. (ARTS)	Shandro, T. (GSA)		Wright, Jim (MPATH)	
Fapojuwu, A. (ENEC)	Simmons, M. (EDC)		Wylant, B. (SAPL)	
Farfan, P. (DRAM)	Shutt, T. (CSM)		Young, L. (PPOL)	
Field, J. (EDER)	Stefanakis, E. (ENGO)		Zhang, M. (GSA)	
Forlini, S. (ENGL)	Strous, M. (GEOG)			
Halek, M. (MGMT)				
Hedges, P. (MGMT DBA)				
Hiebert, M. (CMSS)				

1.0 APPROVAL OF AGENDA

The Chair called the meeting to order with a Territorial Acknowledgement 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 February 24, 2022.

CARRIED

2.0 Approval of FGS Council Meeting Minutes

MOTION: Moved /Seconded

That FGS Council approve the agenda for the Faculty of Graduate Studies Council Meeting of December 21, 2021.

CARRIED

3.0 Business Arising from the Minutes

4.0 Report from the Chair

The Chair provided a presentation, highlighting current topics of interest. The following points were noted:

- We will endeavor to ensure that the FGSC has the meeting package at least 1 week in advance in the future. We are currently undergoing an administrative turnover.
- The Chair welcomed new members to the FGSC.
- UCalgary has a number of Russian and Ukrainian students who may be impacted by the World Political scenario. We identified those students who are Ukrainian and Russian and will be reaching out to them.
- FGS has numerous supports for graduate students facing challenges including confidential advisors (who have deep connections to various offices throughout the campus), please direct the students to these advisors or the AD Student and AD Student Experience.
- The Chair spoke to the end to Vaccine Directive and return to in-person campus work starting Mon, Feb 28.
- Please note that if students have issues that require accommodation and they cannot be dealt with informally, please ask them to go through the formal accommodation route if appropriate.
- The Chair briefly talked about funding, graduate student experience, and revenue flow.
- Those TB Students working remotely (remote attestation program) or on LOA can return to campus but must inform their supervisors and FGS. Those RTW can apply for reactivation and should contact FGS. No vaccine requirements for future terms.
- The Chair talked about Funding Allocations and Budgets. The initial funding letters will be on the FGS SharePoint. There is no change in the formula from 2021-22. Questions regarding this can be directed to deangrad@ucalgary.ca or to the FGS finance partner. The university budget will be finalized after receiving word from the Campus Alberta Grant. Second funding allocation letters to follow.
- Canadian Graduate and Professional Student Survey (CGPSS) 2022 will be live until April 15, 2022.
- The Chair briefly talked about the Scholarship Review being conducted by the Awards Oversight Committee (AOC) at FGS. The comprehensive review being conducted by the AOC consists of Student Experience, Fairness, Administrative / Evaluation Efficiencies, and Strategic Leveraging of Internally Awarded Scholarships. Further findings and recommendations to follow. The Chair thanked the FGS Awards Team and the Awards Oversight Committee for all their hard work.

5.0 Report from the Associate Deans

Main points of each of the AD reports are as follows:

Mary O' Brien (FGS Associate Dean)

- Please note that students who have a hold on their registration for one reason or another should not attend or be added to classes. We appreciate instructors' and programs' desire to accommodate students, but there is always a reason for a hold. If you have questions about holds, please contact your GPO.
- Two important deadlines:
 1. CG calendar entries are due to Louise Wells by March 4.

2. Revised funding policies due by April 1.

Donna Marie McCafferty (FGS Associate Dean)

- New restriction to time in program for program AGES (12/24m for masters/doctoral). TOR have been updated and can be found on the gsaward website. This has come about as part of our review of the AGES program. We have identified an issue that has arisen due to the one-time lump sum payment of these awards required by the Provincial government. Some students were receiving the award at the end of the program and handing in their thesis within months of receiving the award. We were also receiving an increasing number of enquiries from students about what would happen to the award if they handed in their thesis a couple of weeks after receiving the award. The award was not supporting students in program and the restrictions to time in programs. AGES Program allocations will be coming to programs this week.
- Scholarship team is busy with competitions-
- CGSM competition has been adjudicated and rank lists generated. Notification to programs will be sent today or tomorrow at the latest.
- Entrance has been adjudicated and post adjudication meeting will be soon to confirm the rank list.
- Killam adjudication underway. Results for that early March
- Upcoming is the GAC. Reviewers will be requested from programs soon. This will be the program quota (all required). 1800 applications this year. Expectation is for each reviewer to review ~40-45 applications. It is essential that reviewers respond to the scholarship teams emails at the start of the adjudication period with any conflicts they have so that they can be redistributed to another reviewer. Please remind your reviewers of this as conflicts will impact their colleagues time and we need to be respectful of that. We would like to reduce the number of follow up emails sent out by the team
- An update on MITACS- there is a new Small/Medium Enterprises (SME) funding program for Enterprises with under 500 employees. Normally MITACS internships have a funding ratio of 1:1 for Mitacs and the sponsor company however with the new SME program the funding ratio is 3:1 Mitacs and sponsor company. MITACS is expecting an increase (10X) in the number of applications with this new initiative. This is a great new opportunities for internships for our graduate students.

Michelle Drefs (FGS Associate Dean)

- Academic Standing review for Fall 2021 is near completion.
- Outstanding cases due to rescheduled AS meetings need for further meetings or additional documentation. Important to take the time to ensure that we make the right decision in these cases.
- Some programs are still to submit recommendations for students with deferral of the term.
- To date, a total of 127 low grades for Fall 2021, with 93 unique cases (meaning some students had multiple low grades)
- FGS Graduate and International Specialists/Advisors
- In response to feedback from programs and faculty, working to increase the visibility of our Student Advisors.
- Highlighted advising services in GradPost/GradAdvisor
- Working with Dan and student assistant Shahaan to create a promotional video of our advising services (video shoot happening potentially next week).
- Procedural change that any student that is placed on Academic Probation as a result of an academic standing review will be required to meet with an Advisors, in the past this was optional – but we want to ensure this group of students is better connected with and aware of our advisors.

Clifton Cunningham (FGS Associate Dean)

- Sent regrets to the meeting.

6.0

Report from the Graduate College Head

- In January we welcomed 15 new graduate students and 3 postdocs to the College. which gives

us 71 Graduate Scholars.

- We also welcomed three new Senior Scholars: Drs. Jennifer Adams (from Science and Education), Heather Jamniczky (CSM), and Kirsten Fiest (CSM).
- We are holding our first leadership retreat in Banff in April, which we hope will become an annual tradition.
- In January, we hosted an online event open to all - Allyship: The Key to unlocking EDI. We had 101 attendees, of whom 82 were students and faculty from outside of the Graduate College.

7.0 Report from the Graduate Students' Association

The main points of the presentation by the GSA Rep are as follows:

- GSA Office will be opening next week on March 1st from 10-3pm Monday to Friday all other operational changes can be found at <https://gsa.ucalgary.ca/contact/covid-19-impacts-on-gsa-operations/>
- The fourth QM Intake is open and will close on March 7th, 2022 11:59PM MT. Encourage students with big ideas to apply.
- Continue to promote GSA Emergency Bursary & GSA Support Bursary as this is year-round financial support for graduate students.
- 2022 GSA Elections are on the go. Voting Days: are March 14 & 15, 2022. Currently, we have no one running for President or VP Academic so there will be a By-election late March/April. If you know of a student who would like to take on a leadership role in the upcoming year definitely encourage them to run in the election.
- Peer Beyond is happening right now! Tomorrow is the last day of the three-day conference. Over 140 Presentations spread over the three days from 130 students. It is the first time ever we have students representing ALL faculties at the University! There are \$9000 in prizes which we will give out many tomorrow (Feb. 25) but there are also prizes for graduate students who attend talks/posters.
- View this Survey Report: Graduate Students' Feedback and Reactions to the COVID-19 Restriction Changes by the Government of Alberta – February 2022 if you want to know about how graduate student are feeling about the in-person shift for next week. <https://gsa.ucalgary.ca/survey-report-graduate-students-feedback-and-reactions-to-the-covid-19-restriction-changes-by-the-government-of-alberta-february-2022%E2%9C%9C%E2%9C%9C/>

8.0 Report from the General Faculties Council

The main points of the presentation by the GFC Rep are as follows:

- The last GFC meeting was held on Feb 10
- Top 5 ranking of research universities was highlighted
- It was mentioned by Ed McCauley at the meeting that we would like to continue our excellent trajectory and attract top, high quality and diverse talent (faculty and students).

9.0 Report from the Graduate Academic Program Subcommittee of GFC Representative

The main points of the presentation by the GAPS Rep is as follows:

- There were many calendar changes that took place in the last meeting.
- Load changes for Master of Public Policy passed as an action item at the meeting.
- Dual degree for Master of Management (Haskayne, UCalgary) and Master of Science (Technical University of Munich) passed as an action item at the last meeting.
- Creation of Graduate Certificates in Advanced Engineering Practice I and II passed.

10.0 Report from the GFC Teaching and Learning Subcommittee Representative

The main points of the presentation by the GFC T&L Rep are as follows:

- The last meeting was canceled.

11.0 Report from the RSL Subcommittee Representative

- The RSL committee met on February 17, 2022.
- The RSL committee was updated on the University's development of an Institutional Research

Data Management Strategy, in response to the Tri-Agencies' Research Data Management Policy. The Vice Present Research Office and Libraries and Cultural Resources are convening steering and working committees to develop UCalgary's RDM strategy.

- Graduate Studies will be represented on the steering committee. Committee members were also updated on a number of University endeavors to encourage research: the Azrieli Accelerator, the Eyes High Postdoctoral Match Funding Program, and the VPR Catalyst Grant Program.

12.0

Question Period

- None.

13.0

Termination of MBA Based Thesis

- MBA in HSB offers students two routes for completion: a thesis-based route, and a course-based route. The attached proposal seeks to terminate the thesis-based route for the MBA.
- There are no current students enrolled in the thesis-based MBA, as they have either formally withdrawn from the program or gone on to pursue a Ph.D. through HSB.
- Continuing to offer the thesis-based route for the MBA poses a number of strategic and financial challenges for the Haskayne School of Business. Limited supervisory capacity and misaligned course offerings in the thesis-based MBA are two significant issues for prospective students entering the thesis-based route.
- Finally, the current budgetary climate and the need for increased efficiency in program delivery/administration has made it no longer cost-effective to continue running the thesis-based MBA, especially with so few applicants.

MOTION

That the Faculty of Graduate Studies Council recommend the termination of the Master of Business Administration (Thesis-Based Route), effective immediately, as set out in the proposal provided to the Committee.

CARRIED with one abstention

Secretary's Note: Martin Halek abstained.

14.0

Leave of Absence

The current Leave of Absence section in the Graduate Calendar is unclear in certain areas (e.g., the requirement that students not be academically active, timing of LOAs, the need for documentation, funding, and fee payment). The proposed changes address the following specific issues:

- what it means to be academically active and the fact that a student cannot be academically active while on leave;
- the requirement that students take a deferral as opposed to a leave of absence in the first term;
- the need for robust documentation for LOAs lasting longer than a year;
- the length of time for leaves in certificates and diplomas;
- clarification of tuition and fees; and
- information for students on the types of support that remain available to them while they are on leave.
- Student payments while they are on a LOA was briefly discussed.

MOTION

That the Faculty of Graduate Studies Council recommend the revisions to Section D7 Leave of Absence Academic Regulation in the Graduate Chapter of the University Calendar, as set out in the documents provided to the Committee, effective in the 2022-2023 calendar year with the requested amendments.

CARRIED with 2 oppositions and 1 abstention

Secretary's Note: Alex Paquette and Tanille Shandro opposed. Amy Dambrowitz abstained.

15.0

Change to Sections A2, D1, D3, D6 of the Graduate Calendar

- Section A.2: Students often have difficulty obtaining transcripts for courses taken for transfer credit while they were pursuing a degree. Transfer credits often show up as credit (often without a corresponding mark) on the transcript of the degree-granting institution. In many cases, programs do not require marks for such courses. The proposed change indicates that not submitting all transcripts is an exception to the general rule. We note that programs or external agencies may require the original transcripts.
- Section D.1.2: Students in course-based programs often register for a much greater number of courses than they need and then drop them just before the drop deadline. This can cause problems for other students, who are then not able to register in these courses. This graduate revision aligns the maximum number of units that students can register for with most undergraduate programs.
- Section D. 1.4: Details were added regarding the fee, grading, and withdrawal implications of auditing courses. Importantly, we clarify that students do not receive marks in the audited courses. As such, they are unable to withdraw from courses that they audit.
- Section D.6.1: Time limits for Graduate Certificate and Diploma programs as well as the final steps in ladder pathways are currently not included in the calendar. The change is consistent with an overall time limit of six years within course-based Master's programs. (Note: Section D.6.3 has already been reviewed and approved by FGS Executive.)
- Section D.3: It should be noted that Section D.3.2, student status in course-based programs, is still under review with respect to the classification of full-time and part-time graduate students. This section is tied to the forthcoming proposal on term-based registration. However, graduate programs are not required to approve part-time enrolment status is not required. The proposal is to remove it from the calendar. Section D.3.3 contains procedural information on change of registration status that is not required in the calendar, and D.3.4 regarding GSA Executives is information that is found elsewhere.

MOTION

That the Faculty of Graduate Studies Council recommend the revisions to Section A.2 Application for Admission in the Graduate Chapter of the University Calendar, as set out in the documents provided to the Committee, effective in the 2022-2023 calendar.

CARRIED with one objection

Secretary's Note: Amy Dambrowitz opposed.

MOTION

That the Faculty of Graduate Studies Council recommend the revisions to Section D.1 Registration in the Graduate Chapter of the University Calendar, as set out in the documents provided to the Committee, effective in the 2022-2023 calendar.

CARRIED

MOTION

That the Faculty of Graduate Studies Council recommend the revisions to Section D.6. Time Limits in the Graduate Chapter of the University Calendar, as set out in the documents provided to the Committee, effective in the 2022-2023 calendar.

CARRIED

MOTION

That the Faculty of Graduate Studies Council recommend the revisions to Section D.3 Student Status in the Graduate Chapter of the University Calendar, as set out in the documents provided to the Committee, effective in the 2022-2023 calendar.

CARRIED

16.0**Concurrent Program Enrolment**

- Students will indicate that they are applying for a concurrent program at the time of application (e.g., via a checkbox). This means that graduate committees will know whether a student is already pursuing another credential at the University of Calgary.
- Application fees will be waived for current University of Calgary students who wish to apply for a concurrent program. Programs will access and assess these students in the same way that they do all other students.
- Students will only be allowed to enrol in two credentials concurrently if they receive permission from their programs (i.e., supervisors and/or Graduate Program Directors). At the approval stage, supervisors and programs will determine the effect of concurrent program enrolment on funding.
- Students may not enrol in two graduate degrees.
- Students may not concurrently enrol in a University of Calgary credential and a credential outside of the University of Calgary.
- Students will pay tuition in both programs but will only pay one set of general fees while they are concurrently enrolled.
- Course credit may only be applied to one credential for students in course-based credentials.

Thesis-based programs may grant exceptions on a case-by-case basis.

- Students will receive separate parchments for each credential they complete. Both credentials will appear on students' transcripts.
- Concurrent program enrolment may be opened up to top-performing undergraduate students. Such students will be enrolled in an undergraduate degree and a graduate credential

MOTION

That the Faculty of Graduate Studies Council recommend the calendar revisions associated with Concurrent Program Enrolment (Sections A.2, D.1.2, and the glossary entry).

CARRIED with 2 abstentions

Secretary's Note: Meadow Schroeder and Leanne Wu abstained.

17.0 Amendment to FGSC Executive TORs

Secretary's Note: The Chairship of FGSC was temporarily passed to Mary O' Brien for this item as the Chair Robin Yates was the proponent on this item.

- The proposed changes to the FGSC Executive Terms of Reference will provide clarity regarding FGSC Executive committee membership and ensure that the TORs are aligned with current practice as outlined.

MOTION

That the Faculty of Graduate Studies Council Executive Council approves the revisions to Terms of Reference (TOR) of the Faculty of Graduate Studies Council Executive Committee.

CARRIED

18.0 Video welcoming the incorporation of the Indigenous ways of knowing

19.0 FGS Council reports format

There was a suggestion that we condense the sub-committee reports and have them as only written submissions uploaded to D2L. Only those items that are pressing and urgent can be talked about in FGSC. The majority of FGS Council members agreed to this new format.

20.0 Scholarship TOR – In Package – For Information only

Other Business

Adjournment The FGS Council meeting ended at 4:32 pm.