

MINUTES
September 21, 2023
Location: ST147
2:30-4:30pm

Chair: Tara Beattie
 Recording Secretary: I. Hernandez

Members Present Bonni, Shirin (MDSC) Boyd, Jeff (CMD) Bratishenko, Elena (LLAC) Cameron, AC (GSA) Chastko, Paul (HIST) Dalton, Colin (ENEL/ENEC) Dambrowitz, Amy (REGISTRAR) Doyle-Baker, Patricia (KNES) Gao, Yan (ENGO/TB) Hill, Alexander (CMSS) Hughes, Lisa (ART) Jamniczky, Heather (CSM) Kwok, Siu Ming (SPP) Lashewicz, Bonnie (MDCH) MacCallum, Justin (SCIENCE) MacDonald, Justin (MBBC) Martin, Yvonne (MGIS) McCafferty, Donna-Marie (FGS) McGrath, Dan (FGS)	Nowell, Lorelli (NURS) Pandes, Ari (HASK) Patterson, Matt (SOCl) Priest, Jeff (SSE) Radford, Laurie (SCPA) Schroeder, Meadow (EDC) Shepherd, Tamara (CMF) Simmons, Marlon (WSE) Skordos, Dimitrios (LING) Steele, James (GSA) Terriff, Terry (POLI) Tretter, Eliot (GEOG) Wong, Joanna (MME) Wylant, Barry (SAPL) Zaremberg, Vanina (Science) Zach, Richard (PHIL)	Faculty of Graduate Studies Officers Present McLeod, Catherine Stiven, Cathie Hernandez, Ingrid Guests Gutierrez, Mackenzie Ekoh, Prince Kelly, Dion Lavallee, Niana Baral, Kabita
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Secretary's note: *No quorum. The Chair of the meeting refers the business of the meeting to the Faculty of Graduate Studies Council Committee.*

1.0 APPROVAL OF AGENDA

MOTION: Moved/Seconded

That the Faculty of Graduate Studies Council Committee approve the agenda for the Faculty of Graduate Studies Council Meeting of September 21, 2023.

CARRIED

2.0 APPROVAL OF FGS COUNCIL MEETING MINUTES

MOTION: Moved/Seconded

That the Faculty of Graduate Studies Council Committee approve the minutes for the Faculty of Graduate Studies Council Meeting of April 13, 2023.

CARRIED

Abstentions: Wylant/Boyd

3.0 Business Arising from the Minutes

N/A

4.0 Achievement Awards Recipients (McGrath)

- Presentation of awards.

5.0 Report from the Chair (Beattie)

- Welcome and Land Acknowledgements.
- Ahead of Tomorrow overview.
- Leadership Opportunities – AD Student Experience & AD Policy and Program
 - Development – expression of interest to deangrad@ucalgary.ca by October 4th
 - 0.5 appointments
- GPD Orientation Session #2 September 29th 1:30pm.
- Enrolment meeting bookings will begin in November/December.
- The Chair thanked Dr. Robin Yates for this leadership and commitment to graduate education.

6.0 Reports from Associate Deans**5.0 Donna-Marie McCafferty**

- Vanier competition is being adjudicated, in early October.
- CGSD deadline coming up October 2nd.
- AGES deadline October 2nd.
- IGA comp is open, the deadline is October 16th.
- Scholarship workshop October 5th afternoon.
- New scholarships in the meeting package.

5.1 Michelle Drefs

- Now running outstanding APR reports. Please follow up with them. Communication going out to supervisors.
- If you are willing to share examples of IP agreements with FGS, please contact Michelle Drefs.
- Upcoming student experience workshop – encourage all to attend.

5.2 Dan McGrath

- FGS DDRS – first role out last year.
- Survey - Feedback to be reviewed and possibly revise awards. More information to come. The plan is to get awards out earlier. Feedback can be provided to Dan McGrath.

7.0 Report from the Acting Graduate College Head (Beattie on behalf of Anderson)

- Proposals are waiting for approval from the provincial gov't.
- Soft launch as early as fall 2024.
- Dave Anderson will be dropping in on department meetings, to present on the transdisciplinary programs.
- Questions can be directed to Dave Anderson.

8.0 Report from the Graduate Student's Association President (Steele)

- Fall Orientation in collaboration with FGS.
- First year implementing strategic plan, engagement, and advocacy. Increase our advocacy focus in provincial gov't.

- Meeting with the Minister of Advanced Education and Innovation.
- Review of healthcare plans for graduate students. The current plan is up for review.
- Working to create more access for grant writing and scholarship workshops.
- Food Hub: Food security biggest issue facing graduate students. The GSA is thanks to sponsorship from FGS, we are developing an environmental scan on food insecurities. A draft survey with ethics board approval will go out to the university committee.
- Tri-councils – working with CASA to increase funding. We need people outside of academia to get this information out.

9.0 Report from the Registrar (Dambrowitz)

- Welcome FGS to the second floor of MT. Directly across from the Registrar.
- Graduate Student numbers to be reported in the next few weeks.
- Working on new calendar software. The product will be better, but it will look different.
- Launching the new product and leaving the old calendar in place on December 8th. We will continue to use the old version until the end of the academic year.
- Contact the Registrar if there are any issues, missing information, or the need to add information.
- Looking at two sections of the calendar – G and E. This will go out to campus committees for conversation.
- Strategic Plan – looking forward to seeing who we attract to our programs.

10.0 Urgent Business from GFC, GAPS, TLC, RSC

N/A

11.0 Nominations – FGSC Executive Committee (Beattie)**MOTION: Moved/Seconded**

That the Faculty of Graduate Studies Council Committee approve the membership of Dr. Ari Pandes and Dr. Jeffrey Priest to the Faculty of Graduate Studies Council Executive effective immediately.

CARRIED**12.0 Call for Nominations for FGSC Policy Committee & FGSC Awards Oversight Committee (Beattie)**

- ToRs circulated in the meeting package.
- Nominations to deangrad@ucalgary.ca by October 16th.

13.0 Automated Supervisory Renewal (McLeod)

- Overview of slides.
- Going forward all supervisory renewal will be completed in Peoplesoft.
- Pilot to be launched in October.
- The feedback received: positive feedback, straightforward process, time to completion shorter, 2.3 minutes.

- Feedback for improvements: warning before it times out, example responses, information on what the formal evaluation, enhanced the embedded supervisory reporting, added the term descriptions instead of numeric, added reminder emails.
- About two years behind in renewals. Notifications to go out October 15th with a deadline of December 15th.
- Poll: timeline, possible dates, February/May/August/October
- Supervisors – give a deadline so administrators have time to complete.
- This process is an automated process that helps with the formal paperwork. This gives a good opportunity to have supervisory related conversation. Comment on supervisory work.
- This process is straight forward and there are job aids. Our team can help with this.
- Please reach out to Catherine for feedback or questions

14.0 Questions**15.0 FGS Search (Werthner)**

- All encouraged to get involved in the process, there are informal opportunities to get involved in as well.

16.0 Scholarship ToR – for information on D2L**17.0 FGS Process and Systems Optimization (PaSO) & Graduate Student Journey Transformation - for information on D2L****Other Business**

- Email communication for GPD workshops to be sent out following this meeting.

Adjournment at 4:16pm