

12/1/70

S. 294

To: Senate

From: Senate Committee on Graduate Studies
H.M. Evans, Secretary
November 13, 1969

Reorganization of Graduate Studies

Reference is made to Senate Paper S.245 already approved by Senate.
Item 1(d) of that paper reads as follows:

" Members of Departmental Graduate Studies Committees must be persons who have demonstrated high scholastic ability with experience in supervising graduate work and must not be candidates for higher degrees."

The following motion was approved by the Senate Committee on Graduate Studies on November 13, 1969.

Moved by C.Hamilton, seconded by J.Koepke that the following be substituted for Item 1(d) of Paper S.245:

"At least 50% of the members of Departmental Graduate Studies Committees must be persons who have demonstrated high scholastic ability with experience in supervising graduate work and must not be candidates for higher degrees.

The Departmental Graduate Studies Committee is charged specifically with:

- i) Admission of graduate students.
- ii) Appointment of supervisory committees.
- iii) Evaluation of the progress of individual graduate students.
- iv) Provision of information on the above matters to appropriate persons in accordance with general administrative procedures developed by the Senate Committee on Graduate Studies.

The composition of the Departmental Graduate Studies Committee on the above matters will consist only of faculty members as defined in the preliminary statement. On other matters the committee may include graduate students and other faculty members up to a maximum of 50% of the committee."

The Senate Agenda Committee recommends that in line 2 of the first paragraph of this motion that the word "persons" be replaced by the words "members of faculty."

Introduction

In two recent meetings, the Executive Committee of the Senate Committee on Graduate Studies considered the re-organization of Graduate Studies as proposed in the Harper report October, 1968. The Executive Committee also considered comments on this report from the three Faculties. The following are the recommendations of the Executive Committee to the Senate Committee on Graduate Studies.

Recommendations of Executive Committee:

1. a. Every Department shall establish its own Graduate Studies Committee by any manner of its choice.
- b. Each Departmental Committee shall elect its own Chairman and Deputy Chairman.
- c. The terms of office of the Chairmen and the Deputy Chairmen of the Departmental Committees shall be left to the discretion of the Department, but shall not be shorter than two years.
- d. At least 50% of the members of Departmental Graduate Studies Committees must be persons who have demonstrated high scholastic ability with experience in supervising graduate work and must not be candidates for higher degrees.

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The composition of the Departmental Graduate Studies Committee on the above matters will consist only of faculty members who have demonstrated high scholastic ability with experience in supervising graduate work and must not be candidates for higher degrees. On other matters the committee may include graduate students and other faculty members up to a maximum of 50% of the committee.

Reference: Harper 1, 5; Science 1(a), 1(b), 1(c), 1(d); Education 2.

2. The Chairmen of the Departmental Committees in each Faculty, plus the Dean and/or Associate Dean of the Faculty, will form the Faculty Graduate Studies Committee. The Chairman of the Faculty Committee on Graduate Studies will be elected by the membership of the Committee and will serve a renewable term of not less than two years.

Reference: Harper 2; Science 2.

3. a. The Chairmen of the Departmental Committees together with the Dean or Associate Dean of each Faculty, plus the Librarian, Registrar (non-voting) and the Dean of Graduate Studies shall constitute the Senate Committee on Graduate Studies. The Dean of Graduate Studies shall be the Chairman of the Senate Committee on Graduate Studies.

Reference: Harper 3, 4; Science 3; Education 1.

- b. The Dean of Graduate Studies shall be recommended by the Senate Committee on Graduate Studies, not necessarily from the members of the Committee, for a term of not less than two years. The Dean will be eligible for re-election. On his request he shall be partially relieved of teaching duties for his term of office. He shall be entitled to the same emoluments, honoraria and privileges as pertain to the Chairmen of Departments.
4. There will be no separate graduate Departments or appointments.

Reference: Harper 6; Science 4.

5. Salaries and operating costs of graduate studies shall be borne by each Department. The operating costs of the Senate Committee on Graduate Studies shall be provided for in a special budget allocated to the Dean of Graduate Studies.

Reference: Harper 7; Science 5.

Executive Committee's Recommendations - Terms of
Reference for Senate Committee on Graduate Studies

NAME: SENATE COMMITTEE ON GRADUATE STUDIES

TYPE: Continuing

PURPOSE:

1. To execute Senate's policies on Graduate Studies.
2. To coordinate graduate work within the University.
3. To ensure that standards set by the Senate Committee and approved by Senate are maintained.
4. Through a sub-committee on Admissions to admit students to graduate work.
5. To consider and make recommendations to Senate regarding Graduate Studies.
6. To comment to Senate on all recommendations and proposals put forward by Departments and Faculties on matters pertaining to graduate work.

MEMBERSHIP: See attached proposal.

CHAIRMAN: Dean of Graduate Studies.

EXECUTIVE COMMITTEE'S RECOMMENDATIONS
SENATE COMMITTEE ON GRADUATE ADMISSIONS

NAME: SENATE COMMITTEE ON GRADUATE ADMISSIONS
(A sub-committee of the Senate Committee on
Graduate Studies)

TYPE: Continuing

PURPOSE: 1. To interpret Senate's policy on admission to
graduate work.

2. To review the graduate admission policy of the
University and to make recommendations to the
Senate Committee on Graduate Studies as
required.

MEMBERSHIP: Six members elected by and from the Senate Committee
on Graduate Studies, for a two year term of office.

Registrar (non-voting Secretary)

CHAIRMAN: Elected by the Committee from among the six voting
members.