

**Minutes of a meeting of the Senate Graduate Studies Committee
held on Monday, April 11, 2005 at 2:30 p.m. in Maggie Benston Centre 2212**

Present:

Trude Heift, Chair
Wade Parkhouse
Carolyne Smart
Charmaine Dean
Ken Kasa
Larry Dill
Vivian Blaker, Secretary

Valerie Ackroyd
Mary Ann Gillies
Tom O'Shea
Peter Mustard
Judy Zaichkowsky
Camilla Sears

Regrets:

Jonathan Driver
John Dickinson
Ruth Anne Keenan

Gwen Bird
Allan MacKinnon
Julia MacKenzie

1. Approval of agenda

The agenda was approved as presented.
(W. Parkhouse/C. Smart)

Motion carried

2. Approval of minutes

It was moved and seconded that the meeting minutes of March 14, 2005, be approved as presented.
(C. Dean/K. Kasa)

Motion carried

3. Business arising from the minutes

The Chair informed the committee that:

- a) A message was sent to departments regarding the "privacy" issue, and inappropriateness to have student representatives on committees for graduate admissions;
- b) The Faculty of Health Sciences course proposals (GS 2005.14) were sent to Senate for information;
- c) TOEFL committee (GS 2005.15) had been formed, and its first meeting would be held the following week;
- d) Cohort special arrangements (GS 2005.17) procedures were sent to SCUP.

4. Faculty of Applied Sciences: Course proposal (GS 2005.20)

CMPT 721 had been offered as special topics course; the Library reported no concern. It was moved and seconded that the new course proposal be approved and forwarded to Senate for information.
(W. Parkhouse/C. Dean)

Motion carried

5. Course drops – for discussion (GS 2005.21)

The committee discussed the general graduate regulation 1.8.3, requiring a student to obtain departmental permission to drop a course, versus the students' ability to drop a course on the

new on-line system within a registration period. Several options to resolve the issue, and comments from Science and Business were presented. Arts, Applied Sciences and Education were asked to submit their comments from their respective graduate curriculum committees via email.

6. ACNGP membership (GS 2005.22)

The chair asked for three members from SGSC to serve on the Assessment Committee for New Graduate Programs for the next two-year term beginning June 1, 2005, ending May 31, 2007. Wade Parkhouse and Judy Zaichkowsky accepted the invitation. The chair also asked the graduate issues officer to submit two names of student representatives, one to serve the remaining term ending May 31, 2005, and one to serve the next one-year term ending May 31, 2006.

7. New business

Meeting was adjourned at 2:55 p.m. The next meeting will be held on May 9, 2005.