Minutes of a meeting of the Senate Graduate Studies Committee
held on Monday, September 13, 2010 at 2:30 p.m. in Maggie Benston Centre 2212

Present:

Wade Parkhouse, Chair	Christi Garneau-Scott
George Agnes	David Pereira
Mary Ann Pope, Director, Records	Christina Bielek
Gwen Bird	
	Sheilagh MacDonald, Secretary
Rob Cameron	
Paul Budra	
Colleen Collins	
Ron Wakkary	Regrets:
John Nesbit	Derek Bingham
Wolfgang Haider	
Craig Janes	

1. **Approval of agenda** – approved.

2. **Approval of minutes of July 12, 2010** – Carried.

3. **Chair's Report – `**

- ***Urban Studies Program- changes sent to the July 12, 2010 SGSC meeting***
  1. Program Change:
  i)   Change of Master's capstone requirement from Research Project to Thesis

  2. Minor course changes associated with program change:
  i)   Change of title associated with program change: URB 697-4 Thesis
  ii)   Change of title associated with program change: URB 699-2 Thesis Completion

The Chair noted that he had discussed the fee implications with Urban Studies as well as the fact the thesis completion component is an anomaly. Their main concern has to do with the implications of the new fee structure. Urban Studies has asked SGSC not to forward these changes to SCUP at this point.

- Enrollment - highlights:

  New students - 2010 – 100 fewer new students than last year.

  Applications and offers are up. The Dean discussed changes in application numbers across the faculties.

- Scholarships Days–Associate Dean George Agnes to host several meetings on campus.

- Tri Council Success Rates: 71% success. SSHRC Masters 100%; NSERC 78%

- Annual Reports:

  The focus has been on changing ineffective behaviours. Supervisory committees now assigned – 98% responded to the call for information. 50 % of those without committees now have committees in place.

Where 'Unsatisfactory Status' assigned during annual reports – departments are being asked to file a follow up report

  Where departments require students to withdraw after first semesters – a new fairer system of assessment is being discussed.

- Graduate Program Chair meeting with new President – set for September 21st in LIB 2020

- 40th Anniversary of Graduate Studies – DGS is planning a celebration - 3 graduate student days with conference presentations.

- Faculty of Graduate Studies – research is ongoing as per recommendation of the last External Review.

- Graduate Studies Centre – work continues towards a centre that will serve both social and academic purposes.

- SAR Steering Committee will have a "meet and greet" with SAR students and SAR senior supervisors on October 18th. Invitations will go out shortly. HSCI students have already attended orientations.

4. **For Discussion**:

   4.1 Program Credit Hours:

   The Chair indicated there are a number of problems associated with assigned credits and credit allocations. There is a need to rationalize programs and standardize the fees.

   4.2 Faculty of Applied Sciences   **[GS2010.20]**
   a. School of Engineering Science
   i)   Master's Programs:
        Change of degree requirements for MEng Program
   ii) PhD Program:
        Change of program requirements when transferring to the Phd Program
   Motion: Move to approve.
   (R. Cameron/R. Wakkary)   (**Unanimous**)   **Motion Carried**

   4.3 Faculty of Communication, Art and Technology   **[GS2010.21]**
   a. School of Interactive Arts and Technology
   i)   Reduce the requirement of two methods courses to one for Master students
   ii) Update the list of elective courses and MSc elective requirements list with courses that were not added to the list when approved:
        IAT 834-3 Mixed Methods in Design Research
        IAT 835-3 Sustainable Interaction Design
        IAT 846-3 Interactive systems for Design
   iii) Add a newly approved course to the list of electives:

IAT 847-3 Metacreation: Endowing Machines with Creative Behaviours (S.10.45)
iv) Remove a course from the program:
   IAT 845-3 Methods for Research into Technological Systems

Motion: Move to approve.
(R. Wakkary/ Christina Bielek   (**Unanimous**)   **Motion Carried**

4.4 Faculty of Environment   **[GS2010.22]**
a. School of Resource and Environmental Management
i)   New Course:
   REM 665-5 Directed Studies
Motion: Move to approve new course.
(W. Haider/R. Cameron)   (**Unanimous**)   **Motion Carried**

4.5 Faculty of Science   **[GS2010.23]**
a. Department of Molecular Biology and Biochemistry
i)   Change of degree requirements to include at least one credit of MBB colloquia

b. Department of Biological Sciences
i)   New courses:
   BISC 830-3 Community Ecology and Macroecology
   BISC 831-1 Research Seminars in Biological Sciences
   BISC 832-1 Research Seminars in Biological Sciences
   BISC 833-1 Research Seminars in Biological Sciences
   BISC 834-3 Essential Cell Biology
Motion: Move to approve with some revisions. The Chair will contact the BISC GPC.
 (G. Agnes/C. Janes)   (**Unanimous**)   **Motion Carried**

5.   **Items for information- minor course changes previously approved**

5.1 Faculty of Communication, Art and Technology   **[GS2010.21]**
a. School of Interactive Arts and Technology
i)   Course Deletions:
   MTEC 600 - 1 Services Management
   MTEC 601 - 1 Technology and Supply Chain Management
   MTEC 602 - 1 Developing New Products
   MTEC 603 - 1 Branding
   MTEC 604 - 1 Internet Advertising
   MTEC 605 - 1 Management of High Tech Professionals
   MTEC 606 - 1 Global Business in Technology Industries
   MTEC 607 - 1 Strategic Management of Innovation
   MTEC 608 - 1 High Tech Entrepreneurship
   MTEC 609 - 1 E-Customer Relationship Management
   MTEC 610-1 The Social Context of E-Business
   MTEC 611-1 Knowledge Management Tools and Technologies

MTEC 613-1 E-Business Strategy and Models
MTEC 691-1 Directed Studies
MTEC 692-1 Directed Studies
MTEC 693-1 Directed Studies
MTEC 694-2 Directed Studies
MTEC 695-2 Directed Studies
MTEC 696-2 Directed Studies
MTEC 697-3 Directed Studies
MTEC 698-3 Directed Studies
MTEC 699-3 Directed Studies

5.2 Faculty of Environment   **[GS2010.22]**
a. School of Resource and Environmental Management
i) Change of course name to:
   REM 642-5 Sustainable Community Planning and Regional Development

5.3 Faculty of Science   **[GS2010.23]**
a. Department of Biomedical Physiology & Kinesiology
i) Change of course description: KIN 870-3

6. **Other Business –**

- Web Calendar–the Chair noted that departments can now process curriculum changes throughout the year . Once cleared by Senate, they come into effect with only a one-semester delay. (ex. Fall changes effective in May). CurricuNet will track documents as they move through the process. SGSC members will be trained to use the new system.

7. Next scheduled meeting **October 18, 2010** (material deadline –**September 27, 2010**)