

Meeting minutes of the Senate Graduate Studies Committee (SGSC) held on April 12, 2019 at the Hart House Restaurant

Present:

George Agnes (Acting Chair)
Jeff Derksen (Dean)
Zoë Druick (Associate Dean)
Nicole White (Library)
Krista Gerlich-Fitzgerald (Associate Director)
Daria Babeshko (Curriculum)
Kathleen Vieira-Ribeiro (Secretary)

Faculty Chair:

Parvaneh Saeedi (FAS)
Sean Zwagerman (FASS)
Elsie Christopher (designate for BUS)
Stuart Poyntz (FCAT)
Wanda Cassidy (EDUC)
Dongya Yang (FENV)
Timothy Beischlag (FHS)
Michael Silverman (SCI)

Regrets:

Lucian Rinke-Hardekopf (GSS representative)
Sarah Lord Ferguson (Graduate Student)
Shuna Ho (Graduate Student)

1. Approval of agenda **Approved**

2. Review of the SGSC minutes of March 5, 2019 **Approved**

3. Business arising from the minutes
The Department of Physics changed the number of units from 35 to 18 for PHYS 899, which had been approved subject to revisions at the March SGSC meeting.

4. Chair's Report

5. For Approval

5.1 Grading of capstone courses

Moved by S. Poyntz; seconded by Z. Druick **Approved**

5.2 Graduate tuition refunds

SGSC was informed that the refund is assessed by the last day of the first month of the term and not 30 calendar days.

Moved by Z. Druick; seconded by T. Beischlag **Approved**

5.3 GGR 1.2 – Administration of Graduate Studies

Moved by Z. Druick; seconded by W. Cassidy **Approved**

5.4 GGR 1.6.3 – Supervisor

SGSC requested changes to the wording in one of the sentences to reflect that if a supervisor is unable to perform their regular duties for more than three months, an interim supervisor has to be appointed.

Moved by Z. Druick; seconded by S. Zwagerman **Approved subject to revisions**

5.5 GGR 1.6.4 – Supervisory Committee

A committee member requested changing the language in the first sentence to reflect that the supervisory committee mentors the student.

Moved by Z. Druick; seconded by W. Cassidy **Approved subject to revisions**

5.6 GGR 1.6.5 – Co-supervision

It was agreed to change “faculty members” to “individuals” in the first sentence.

Moved by Z. Druick; seconded by D. Yang **Approved subject to revisions**

5.7 GGR 1.10.2 – Classification of the Thesis

It was agreed to add the following wording to the category 3 defence outcome: “follow the steps for the category 4 outcome (see below)”.

Moved by Z. Druick; seconded by S. Poyntz **Approved subject to revisions**

6. For Discussion

6.1 Degree Audit Project

Associate deans are to contact the remaining academic units that have not completed calendar updates for the Degree Audit Project. No requests for the curriculum changes will be accepted from the academic units with outdated program calendars.

6.2 Posthumous Award of Degree

This protocol is the university’s revised model initiated through a nomination by the academic unit. N. White inquired regarding the language appearing on the thesis or project submitted to the library that didn’t undergo public examination. SGSC was informed that additional procedures will be added to the protocol.

6.3 GGR 1.8.2 – Review of Unsatisfactory Progress

Language was revised to add clarity to the definition of unsatisfactory progress to differentiate it from policies regarding academic dishonesty.

7. The date for the next SGSC meeting is scheduled for May 7, 2019 (*SGSC submission deadline is April 25, 2019 at noon*)