



**MINUTES OF THE SEVENTH MEETING OF
THE COUNCIL OF THE SCHOOL OF GRADUATE STUDIES
OPEN SESSION**

May 13, 2013 at 10:00 am room H-767

PRESENT

Ex-officio members: J. Beaudoin (Secretary), G. Carr, L. Ostiguy, P. Wood-Adams (Chair).

Voting members: N. Alatawneh, A. Awasthi, G. Brown, S. Chauhan, A.-M. Croteau, E. Diamantoudi, M. Fritsch, B. Ibrahim, M. Lefebvre, D. Matthews, M. Mehmet Ali, C. Mulligan, B. Nelson, E. Peltier-Wagner, C. Skinner, S. Snow, S. Ullah, V. Venkatesh, H. Wasson, R. Wuthrich.

Non-Voting members: M. Jordan (Recording Secretary), I. Kraulis.

Guests: P. Kelley.

REGRETS

Voting members: F. Al-Saqqar, A. Atia, F. Crooks, E. Manning, B. Pervez, B. Vorn.

Non-voting members: W. Cheaib, J. Powlowski.

1. Call to Order

The meeting of the Open Session was called to order at 10:00am.

2. Approval of the Agenda

Moved and seconded (A.-M. Croteau, B. Nelson). Carried.

3. Approval of the Minutes of the Open Meeting of April 15, 2013

Moved and seconded (G. Brown, V. Venkatesh). Carried.

4. **Chair's Remarks**

Dr Wood-Adams thanked Council members for their valuable contributions and for their assistance in moving forward important business over the course of the year. She welcomed Mr Kelley and Dr Ostiguy who were present to provide an update on budgetary issues to Council.

5. **Question Period**

There were no questions.

6. **Budget discussion: Dr Lisa Ostiguy, Interim Provost and Vice-President, Academic Affairs and Mr Patrick Kelley, Chief Financial Officer**

Mr Kelly and Dr Ostiguy provided an update to Council on the current status of the budgetary situation facing the university community. They explained that information collected during the first round of consultations with Concordians has proved very useful, many ideas of cost savings measures and projects were put forth. It was also noted that university budget cuts are taking place across Canada, notably in British Columbia, Alberta and Ontario. Other institutions are mulling over the possibility of implementing hiring freezes and eliminating subsidies towards travel funds, which is not currently the case at Concordia. Dr Ostiguy stated that, while we have increased our intake of students, our rates of retention have plummeted – many of those being admitted were not qualified or were simply ill-prepared for university. The university will be taking a closer look at our unique offerings in an effort to attract more qualified students. The need to create new and innovative graduate programs remains a significant goal at Concordia. The Chair called on Council to recognize the efforts of Dr Ostiguy during her term as Interim Provost.

7. **Business**

Thesis Guidelines for Students: Dr Cameron Skinner

CSGS 1213 7 D1

Dr Skinner explained that, since the Thesis Guidelines were last discussed at Council, many comments and suggestions were received from the community and have been incorporated into the present document. Dr Wood-Adams thanked Dr Skinner for three years of dedicated service to the School of Graduate Studies.

Moved and seconded (C. Skinner, G. Brown.). Carried.

8. **Discussion**

Recruitment update: Dr Anne-Marie Croteau

CSGS 1213 7 D2

Dr Croteau provided an update on current recruitment activities and strategies at the graduate level. The School is working with the Institutional Planning Office with the aim to improve our recruitment efforts and will be studying patterns that lead to positive retention results in the long run. The School will also be teaming up with Enrolment Services who has traditionally focused on undergraduate recruitment. Dr Croteau also mentioned that Christian Durand, the newly appointed Communications Advisor for the VPRGS sector, has lent a very helpful hand in developing new communications approaches. Council members raised questions about

improving the website as a recruitment tool. Dr Wood-Adams explained that we are hopeful that the introduction of the WCMS will allow us to make more effective use of these tools.

Other Business

Next Meeting: Graduation lists - May 13, 2013 from 10:00 am – 12:00 noon, H 767

9. Adjournment

Moved and seconded (V. Venkatesh, C. Skinner) to adjourn the meeting. Carried.

Respectfully submitted,

Michael Jordan
Recording Secretary, Council of the School of Graduate Studies