

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

February 26, 2018 at 10:00 am room LB 362

PRESENT

Ex-officio members: J. Beaudoin (Secretary), S. Poulin, P. Wood-Adams (Chair).

Voting members: A. Aghdam, S. Chang-Kredl, S. Chauhan, M. Debbabi, B. Nelson, P. Pawelek, A. Poteete, L. Qashu, A. Soliman, S. Ullah, G. Vaillancourt, C. Wild.

Non-Voting members: S. Gabriele, M. Jordan (Recording Secretary), D. Therrien.

Guests: C. Forgues, K. Riad.

REGRETS

Voting members: C. Assi, O. Ait Mohamed, J. Berzowksa, S. Bhagwati, K. Boies, D. Erropole, D. Howes, B. Jaumard, T. Mohamed, E. Peltier-Wagner, K. Sawchuk, M. Taufiquzzaman, V. Venkatesh, M. Watson.

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

1. Call to Order

The meeting was called to order at 10:00 am.

2. Approval of the Agenda

Moved and seconded (B. Nelson, A. Aghdam). Carried.

3. Approval of the Minutes of the Open Meeting of December 18, 2017

Moved and seconded (M. Debbabi, A. Poteete). Carried, as amended.

There was a minor editorial change to the Minutes.

4. Chair's Remarks

Dr Wood-Adams informed Council that, over the weeks prior, there had been some recent discussion in the graduate community about a perceived reduction in funding available to graduate students. She explained that in the previous year, the School of Graduate Studies committed to paying down balances in award accounts which gave the impression of a generalized increase in graduate funding during that year. Those additional funds now having been depleted, this year's allocation was viewed by a number of individuals as a decrease in funding. When looking at allocation amounts two years ago, this year's allocation was in fact greater. A petition was circulated with signatories from across the university; Dr Wood-Adams organized a discussion meeting to hear the concerns of the community and to clarify how we arrived at this situation. The meeting was well-attended and the discussion was fruitful.

The Chair stated that the University administration had exceptionally decided to inject 1.25M\$ into the graduate funding envelope this year. These funds have been divided amongst the different Faculties with some flexibility to allow for strategic manoeuvring. The Dean cautioned members to be aware that the 2019-2020 allocation will be less than that which was available in recent years when surpluses and the injection of 1.25M\$ were added to the baseline. Nonetheless, Dr Wood-Adams hopes to work with the senior administration to find some solutions to the important issue of graduate funding.

Dr Wood-Adams plans to hold a second meeting in September to explain the allocation exercise for the 2018-2019 academic year.

5. Question Period

A Council member asked if the Office of the Provost continues to allocate fellowships to new graduate programs. Dr Wood-Adams will verify the status of this policy and report back at a future Council meeting. Another Council member expressed their appreciation for the new funding allocation model, particularly for its transparency. On this topic, Dr Wood-Adams expects that Associate Dean Faye Diamantoudi (currently on sabbatical) will be meeting with the associate deans in the Faculties in the fall as she works towards modifying the matrix for the next allocation exercise.

Business

6. Proposed Graduate Calendar Changes

John Molson school of Business

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| 6.1 | GCC report from the Chair of GCC | CSGS 1718 4 D1 |
| 6.2 | New Program: <i>Graduate Certificate in Quantitative Business Studies</i> | CSGS 1718 4 D2 |

Moved and seconded (B. Nelson, M. Debabbi). Carried.

Dr Nelson provided a brief introduction to the new program. He explained that the introduction of this new certificate is merely a repackaging of four existing courses and is a part of a new series of certificates in JMSB which can be 'stacked' to form a graduate diploma. The graduate diploma can, in turn, be used for credit towards a master's degree, if pertinent. Programs such as these allow students an opportunity to gain a new set of skills after their bachelor's degree. It was also noted that new course sections would not likely be required as current courses can easily accommodate the expected influx of students.

A question was raised about the sources of the funds dedicated to recruitment. It was agreed that if the motion were to be carried, there would be an understanding that the budgetary questions would be addressed prior to this dossier's appearing at the Academic Programs Committee.

Presentation

7. Chantal Forgues, Sustainability Coordinator, Environmental Health and Safety
STARS survey

Dr Wood-Adams invited Ms Forgues to address Council. Ms Forgues explained that the STARS Survey is used across North America and is beginning to be used globally, as well. At the undergraduate level, the methodology of the survey is based on keywords found in course outlines or, in the absence of a course outline, the course calendar entry. The graduate response to the survey was conducted by the then Sustainability Analyst who used a smaller sampling of keywords appearing in course titles, course descriptions or calendar entries were not used.

Ms Forgues stated that the survey was due to be undertaken once again in 2020 and opened a discussion on an improved methodology with regard to graduate studies. It was suggested that the person facilitating the next survey meet with the associate deans in charge of graduate studies and curriculum in the Faculties, amongst others.

There was also some discussion about ways to improve the integration of sustainability into graduate courses, such as working with the Centre for Teaching and Learning.

Ms Forgues' presentation was to be distributed to members.

8. Paula Wood-Adams
Annual Report 2016-17, School of Graduate Studies

CSGS 1718 4 D3

The Chair provided a summary of the 2016-2017 Academic Year, the last complete year under the School's belt. The goal of the Annual Report is to inform the graduate studies community of the School's activities and achievements.

Some highlights of Dr Wood-Adams' summary included the success of the Public Scholars program which will be welcoming its second cohort this year; the streamlining of the graduate curriculum approval process, the leadership grant secured by GradProSkills; a new transparent graduate awards funding allocation model; and Concordia's receiving three Vanier Scholarships.

The Student Affairs unit was also busy having conducted round tables discussions on the future of the dissertation, implementing ASIM (Academic Success and Integrity Module) and coordinating a thesis editing service.

The School's personnel roster grew in 2016-2017 as well with the hiring of a Data Analyst and a Manager of Graduate Recruitment, who was transferred to the School from Enrolment Services. SGS continues to capitalize on the Communications Advisor position by strategically honing our social media presence.

The Horizon postdoctoral fellows competition has been held for a second time bringing the total number of new postdocs brought in through this program up to 29.

Further details are available in the report distributed to Council members.

Other Next Meeting: March 26, 2018 from 10:00 am – 12:00 noon in LB 362

8. Adjournment of the Open Session moved and seconded (M. Debabbi, A. Aghdam).

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