The Dean and Vice-Provost, Graduate Research and Education, Locke Rowe, called the meeting to order in his role as Chair of Council. He welcomed all members and visitors, and gave a special thank you to all members for their participation on Council throughout the year.

1. For Approval: Agenda of the Graduate Education Meeting of May 16, 2017

MOTION (duly moved by Liz Smyth and seconded by Cameron Wachowich)
THAT the agenda of the Graduate Education Council meeting of May 16, 2017 be approved.

The motion was CARRIED.

2. For Approval: Minutes of the Graduate Education Council Meeting of October 18, 2016

MOTION (duly moved by Liz Smyth and seconded by Luc De Nil)
THAT the minutes of the Graduate Education Council meeting of October 18, 2016 be approved.

Graduate Student representative, Brieanne Berry-Crossfield has replaced Sarah Quidwell and noted her attendance at the October meeting. The attendance list will be corrected and membership list updated.

The motion was CARRIED.

3. Business Arising from the Minutes

There was no Business Arising from the Minutes.

4. Motions

a. Graduate Academic Appeals Board (GAAB) Membership 2017-18

The Graduate Education Council derives its authority from the Governing Council and, as such, is the body that approves memberships on a number of School of Graduate Studies activities.

A faculty member suggested that membership be staggered to retain institutional memory on the committee. It appears that faculty in graduate units under-appreciate the importance of decisions made by standing committees that may have long-standing implications for their department. Members are, therefore, encouraged to nominate delegates to these committees so that their voices may be heard.

MOTION (duly moved by Liz Smyth and seconded by Luc De Nil)
THAT the membership of the Graduate Academic Appeals Board (GAAB) for 2017-18 be approved.

The motion was CARRIED.

b. Name Change for The Office of English Language and Writing Support (ELWS):

GEC has the delegated authority to approve name changes within SGS and as such, a motion was introduced to change the name of The Office of English Language and Writing Support to The Graduate Center for Academic Communication.

Professor Smyth introduced Jane Freeman, Director of ELWS. Dr. Freeman referred to the motion language in the agenda package and explained the reason behind the name change. The current name is cumbersome and often forgotten or remembered inaccurately; the current name misrepresents what the unit does and the new name is in keeping with names of similar units in other research universities. In preparing the proposal for the name change, stakeholders were surveyed and unanimously supported the name change. The executive summary accompanying the motion shows the diversity of activities offered by the Center and user uptake.

MOTION (duly moved by Liz Smyth and seconded by Carmela Versace) that the name of The Office of English Language and Writing Support be changed to The Graduate Center for Academic Communication (GCAC).

The motion was CARRIED.

c. SGS Hearing Officer:

Under the University of Toronto’s Code of Student Conduct, the Graduate Education Council is required to appoint a Hearing Officer for the Code of Student Conduct cases. Nominations are made by the Dean of the School of Graduate Studies and the appointment is for a three-year term.

MOTION (duly moved by Liz Smyth and seconded by Charles Dalrymple-Fraser) THAT Graduate Education Council approve the appointment of Professor Jim Phillips as the SGS Hearing Officer for the Code of Student Conduct, for a third three-year term commencing July 1, 2017 and ending June 30, 2020.

Professor Phillips is not a member of Graduate Education Council.

The motion was CARRIED.

5. Regulation Review Phase 1, Professor Luc De Nil, Vice-Dean Students:

The School of Graduate Studies Calendar is reviewed annually to ensure accuracy of content and clarity in language. The Calendar defines regulations for students enrolled in Graduate Studies and forms the basis on which their academic program is regulated. Editorial changes were distributed with the agenda for information, and do not require formal approval. The second phase of the review will take place in the coming year with broad consultation of graduate units. Final changes will be presented to Graduate Education Council for approval prior to submission to the appropriate bodies of Governing Council for approval.
Documents distributed with the agenda show the “track changes” comments in the General, Degree and Fee Regulation text and Financial Support section of the Calendar. Professor De Nil provided an overview of the editorial changes highlighted in the attached PowerPoint Presentation and requested feedback prior to the May 31, 2017 submission deadline.

The Dean thanked Victoria Hurlihey for her assistance with the project.

6. Dean’s Remarks

a. Parental Leave Grants

Currently leave is available for all mothers and parents (birthing, same-sex, adoptive) but they do not receive financial support. Some units provide financial support to the parents and some federal grants/scholarship/fellowships have accommodation. In consulted with Graduate Deans and focus groups, SGS has decided to offer grants to fund parental leaves for PhD students in the funded cohort. Students may receive a $4,000 grant associated with a parental leave and an additional $4,000 grant is available to birthing mothers. This will be announced following formal approval.

A member asked is there are immigration issues for international students associated with taking parental leaves. Since SGS is not permitted to provide advice on immigration issues, L. Stathopoulos suggested that students contact the Center for International Experience for advice on how such a leave would affect a Study Visa.

b. Gym Membership Fees

SGS will reimburse summer gym membership fees up to $90 for full time doctoral-stream students; this is not extended to professional masters students at this time.

c. UHIP

International students who become Permanent Residents lose their UHIP before they are covered by OHIP. SGS will reimburse students for this cost. Please have students contact Rory McKeown, Admissions and International Student Advisor at sgs.international@utoronto.ca if they require assistance.

d. Response to Graduate Professional Development Report

Previously Professor Reinhart Reithmeier presented the Graduate Professional Development Report. SGS’ response to this was distributed with the agenda materials. Related to that is the 10,000 PhD Survey (name). Graduate Units have received emails requesting assistance with data verification for students that were unable to be located. Once all units have replied, SGS will distribute final data to units and begin publishing aggregate results. It is hoped this data will drive change in Graduate Programs to better align with student outcomes. It is crucial to focus on what is best for our students, what is required and asked for by our students to give them the optimal education. SGS has a role to get the valued-added message of these programs to students and faculty.
7. For Information

a. GAAB Annual Report 2015-16
The GAAB Annual Report listing appeals and outcomes for the preceding year was distributed with the agenda.

b. Admissions and Program Committee Report 2015-16
The report of Admissions and Program Committee activities for the 2015-16 academic year was distributed with the agenda.

The summary of Non-Standard Admissions and Program Cases from September 1, 2015 to August 31, 2016 was distributed with the agenda

8. Closing Remarks

The Dean welcomed any questions or feedback. There being no further discussion or questions, the Dean thanked Council members for their participation and moved to adjourn the meeting.

Professor L. De Nil noted that this is Locke’s last meeting as Dean of the School of Graduate Studies. A search is underway for a new Dean. Professor De Nil applauded the Dean’s efforts in moving SGS forward with the focus of student experience and support, and thanked Dean Rowe for all he has done on behalf of SGS and GEC.

The meeting adjourned at 4:07 p.m.
Appendix to the Minutes
UNIVERSITY OF TORONTO - GRADUATE EDUCATION COUNCIL
Record of Attendance – May 16, 2017

Present (Voting & Non-Voting Members)
Rowe, Locke (Chair)
Barker, Joshua
Berry-Crossfield, Brieanne (ex-officio)
Bussmann, Markus
Cresswell, Jess
Dalrymple-Fraser, Charles
De Nil, Luc (ex-officio)
Hu, Jim
Kaplan, Allan
Locke, Marius
Mahrt-Smith, Jan
Markovic, Melanie
Marquez, Ian
McInroy, Lauren
Sabzalieva, Emma
Schuman, Boaz
Simpson, Andre
Jerry Skira (ex-officio)
Smyth, Liz (ex-officio)
Versace, Carmela
Wachowich, Cameron

Absent
Akbari, Sara
Alford, Larry (ex-officio)
Aqrabawi, Afif
Bascia, Nina
Brooks, Dina
Buck, Leslie
Corts, Ken
Daniere, Amrita
Dubber, Markus
Gertler, Meric (ex-officio)
Goel, Vivek
Gough, William
Johnson, Linda
Koga, Midori
Magnusson, Lynne
Mabury, Scott
McDougall, Douglas
Nelson, Sioban
Pietropaolo, Nelly
Pirvulescu, Mihela
Qudrat, Anam
Quinonez, Carlos
Ratto, Matt
Reisz, Robert
Rice, Keren
Segal, Hugh
Siewrattan, Kavita
Silcox, Mary
Somigli, Luca
Strong, Kimberley
Stevenson, Siobhan
Zhang, Jonny
Regehr, Cheryl

In Attendance (Guests & SGS Staff)
Freeman, Jane
Heximer, Dianne (Secretary to Council)
Hurlihey, Victoria
Plata, Angelique