UNIVERSITY OF TORONTO

GRADUATE EDUCATION COUNCIL
MINUTES OF THE MEETING
of
Tuesday, January 23, 2007

HELD IN THE GALBRAITH COUNCIL CHAMBERS

The meeting was called to order at 3:05 p.m. Dean Susan Pfeiffer welcomed Graduate Education Council members and visitors.

Approval Agenda of the Graduate Education Council Meeting of January 23, 2007

MOTION (duly moved and seconded)
THAT the agenda of the Graduate Education Council meeting of January 23, 2007 be approved.

The motion is CARRIED.

1. Minutes of the Graduate Education Council Meeting of November 21, 2006

The minutes of the November 21, 2006 meeting were circulated with the agenda.

MOTION (duly moved and seconded)
THAT the minutes of the November 21, 2006 Graduate Education Council meeting be approved.

The motion was CARRIED.

2. Business Arising from the Minutes

2.1 Ontario Council of Graduate Studies (OCGS) approvals

Several new program proposals have recently been approved by OCGS: The Diploma in Forensic Accounting (DIFA), was approved on Nov. 3, 2006; the Master of Finance, M.F., was approved on Dec. 15, 2006 and; the Ph.D. in Planning was approved on Dec. 15, 2006.

2.2 Recent University of Toronto governance approvals

The Master of Arts in Cinema Studies was approved by the Academic Policy and Programs Committee on January 17, 2007.
3. **Dean’s Remarks**

3.1 **Graduate Grading Practices Policy**

There are discrepancies between the University Grading Practices Policy (UGPP) and the Graduate Grading Practices Policy (GGPP). The Provost’s Office will therefore accept a proposal for changes to the UGPP, which will include incorporating graduate regulations. The GGPP will eventually be rescinded, and the two policies will merge into a single policy addressing both undergraduate and graduate grading practices.

A discussion paper will be presented at the Standing Committees on Student Matters and on Program Matters. The Graduate Education Council will be kept informed, and ultimately will be asked to rescind the GGPP when a revised UGPP is prepared.

As the proposal progresses through higher levels at the University, discussions at Council will occur.

3.2 **Intellectual Property**

The Intellectual Property booklet that was published in 1999 by the University of Toronto requires revisions. Associate Dean Mingyao Liu and Ms. Angelique Plata are working together to: revise the booklet; revise Internet links; organize workshops for departments to discuss issues with panels to better implement the policies; and implement policies that will ensure responsible conduct in research.

Members will receive an update at the next Graduate Education Council meeting.

3.3 **Canadian Graduate Professional Survey (CGPSS)**

An article about the Canadian Graduate and Professional Student Survey (CGPSS) will be printed in the January 23, 2007 edition of *The Bulletin Newspaper*. Students will be invited to participate in the survey via e-mail, starting January 29, 2007. The survey will close on March 2, 2007, and results will be available in the fall, 2007.

The University of Toronto will administer the survey every two years as part of an agreement with the Ministry of Training Colleges and Universities (MTCU). Every full-time graduate student in a government-funded program who has an e-mail address on the Repository of Student Information (ROSI) will receive an invitation to participate in this survey.

There will be prizes of 12 gift certificates for the campus bookstore. A copy of the survey instrument can be obtained by contacting Ms. Helen Chang, the SGS Graduate Education Research Officer. It is also on the SGS website.

Vice-Dean Smith asked how communication about the CGPSS fits within the context of the Policy on Official Communication with Students. Mr. Rodney Branch, explained that
every graduate student should have a <utoronto.ca> e-mail address, however only about 30 percent do. A member noted that many students have an <utoronto.ca> e-mail address, but do not use it on a regular basis. The Dean remarked that communication regarding the CGPSS will be imparted to as many students as possible.

3.4 Annual Collaborative Program Workshop

The Workshop will take place on February 6, 2007 at 2:00 p.m. in the Galbraith Council Chambers. Invitees will include all those who are administering or developing a Collaborative Program.

3.5 Flash video conversion tool

Due to fall recruitment efforts, the University of Toronto is experiencing a substantial increase in the number of graduate applications for the 2007-08 academic year, compared to previous years. SGS is working with the Office of Strategic Communications to develop a brief advertisement that will work as a “conversion tool”. An Internet link to an advertisement will be sent via e-mail to students who have received an offer of admission. The advertisement will be completed by February, and it is also anticipated that, in the future, similar advertisements will be used as useful tools earlier in the recruitment process.

The Dean thanked Ms. Heather Kelly for her efforts.

3.6 Fall Graduate Education Council by-election

There were two positions on the Graduate Education Council open for the second of two fall by-elections in the fall of 2006. A call for nominations was made in November. Balloting closed on November 27, 2006.

The Election Committee, Professor Ron Smyth and Mr. Arafat Aloquaily, confirmed the results.

The Dean congratulated newly acclaimed members Professor Todd Lawson and Professor Daphne Goring.

3.7 Spring Election

A spring election to fill vacant seats on the Graduate Education Council for the 2007-08 academic year will commence in late February. Notice of the election will be distributed via e-mail. The Dean encouraged members to consider who might be interested in Council membership.

3.8 Registration Statistics, 2006-07

A report on registration statistics was made available at the meeting.
Ms. Heather Kelly, Director of SGS Student Services, displayed a slide presentation, and noted that there are some discrepancies between the slides and the handouts. The most recent statistics will be posted on the SGS website.

4. **Report of the Vice-Dean, Programs**

4.1 **Final Oral Exam (FOE) Committees Forms**

Vice-Dean Cowper noted that new forms are in the process of development and will be accessible on the SGS website when they are completed.

4.2 **Graduate Webposting System Reports**

Reports to track activity on the Graduate Webposting System (GWS) are being developed.

4.3 **University Grading Practices Policy**

A proposal for changes was discussed at the January 18, 2007 meeting of the Standing Committee on Program Matters. Overall, the proposal was well received. Most discussion related to whether or not a transcript should record course averages. There was lack of agreement on that issue. Feedback from the Standing Committee meeting will be communicated to those who are working on proposed revisions.

5. **Report of the Vice-Dean, Students**

5.1 **Grad Room**

A facility for graduate students at the old SpaHa restaurant, situated in Graduate House, will be open in February. The space will be used as a gathering place for graduate students and will be an attractive location for students from across the University of Toronto. Arrangements for food and beverage service are in negotiations. The facility will be staffed in part by part-time graduate students who will act as advisors and overseers of the space. The Dean added that another space currently used by graduate students in a similar capacity is the Graduate Student’s Union.

Associate Dean Liu asked if the name of the space could be changed. Vice-Dean Smith explained that the name was chosen consultatively from a number of options, and it reflects “Graduate House”, the building where it is located.

A member asked if there will be a designated area where exhibitions may be displayed. Vice-Dean Smith replied affirmatively. He noted that the Grad Room will probably be open from 10:00 a.m. to 6:00 p.m., outside of which the space can be used for student events. Initially, only the upper-level will be useable; however, a proposal has been sent
to the Academic Initiative Fund (AIF) for renovation and completion of the lower-level, which may in turn be booked for social events, meetings and other functions.

The Dean thanked Ms. Rebecca Spagnolo, Assistant Dean, Graduate House and the Graduate House Board of Directors for their efforts regarding the Grad Room project.

5.2 **Report on Awards**

The Social Sciences and Humanities Research Council (SSHRC) and Natural Sciences and Engineering Research Council (NSERC) award applications have been processed. During the 2006-07 academic year, the administration of the awards was more efficient compared to previous years since members of the committees read the proposals prior to meeting. Discussions focused on proposals in which there was lack of agreement regarding its assessment. The process is improving and there has been positive feedback from the committees.

5.3 **Electronic Thesis Submission Project**

There is a plan to have a proposal in the fall of 2007 which will introduce the possibility of students submitting theses electronically. A period of transition will increase flexibility by allowing students to have the option of submitting their theses electronically or in hard copy. Efforts are being concentrated on developing an interface where students can submit relevant information about their theses.

The option to submit a thesis in one of two formats will be available for two years. After the first year, student experiences will be assessed and a recommendation to require electronic theses submission may be brought forward.

6. **SGS Final Oral Examination, Revision to Degree Regulations, Doctor of Philosophy**

The supporting documents were circulated with the agenda package. With the approval of the Graduate Education Council, this item will be forwarded to the Academic Policy Programs Committee in the annual summary report for information. Academic Board was noted on the motion sheet in error.

Ms. Heather Kelly, Director of SGS Student Services was present at Council to answer questions should they arise. The Dean called upon Vice-Dean Berry Smith to present the motion.

**MOTION (duly moved and seconded)**

THAT the Graduate Education Council approve the proposal from the School of Graduate Studies to revise the SGS Degree Regulations, Doctor of Philosophy, Final Oral Examination, in the SGS Calendar, effective September 2007.
Vice-Dean Smith explained that the present regulations regarding Final Oral Exams (FOEs) are a combination of policy and procedures. Generally, the University of Toronto separates policies and procedures since procedures may change on a regular basis, but policies do not. FOE procedures contain sections concerning format and presentation of theses. The Policy regarding submissions formats will be revised to reflect the era of electronic learning.

In order to adapt to future policy changes, the current proposal recommends the separation of FOE procedures from FOE policy. Changes noted in the attached documentation are minimal, and include deletions of paragraphs that outline archaic practices regarding microfilming and long-term storage of theses. There have been no changes to the policy. Procedures will be available on the SGS website in the near future.

A member noted that sections about restrictions on length of abstracts and copyrights have been deleted. The member remarked that student confusion occurs with regards to specific requirements of FOEs because they obtain conflicting information from various sources. The member asked if the information will be clarified, and if another source will be developed to outline specific requirements. Vice-Dean Smith explained that there are no immediate plans to change whether or not abstracts are required with the submission of a thesis. However, a single, central description of procedures will be created to aid students with the FOE process.

A member highlighted that a section regarding the option of submitting a hard copy or electronic copy of a thesis during the two-year pilot project was not included. Vice-Dean Cowper indicated that Clause 15 explained that the thesis submission must comply with SGS guidelines. The section that was deleted will be inserted into a different document that will be made available at a later date. The member questioned if the deleted information will be inserted in the SGS Calendar description. Vice-Dean Smith said that a separate document, not the SGS Calendar, is more suitable for the instructions in question. The instructions themselves will remain unchanged.

A member remarked that “published in microfilm” has been deleted from the documentation, and noted that, typically, a thesis is referred to as an “unpublished” document. Currently, the documentation refers to the thesis as a “publication”. The Dean replied that when a thesis is on file at the National Library of Canada, it qualifies as a “publication”. The definition of a “published” document remains unchanged within FOE policies and procedures.

A member noted “Vice-Dean” should be replaced with “Vice-Dean, Programs” throughout the documentation. The Dean noted that the documentation would be revised accordingly.

The Dean called the question.

The motion was CARRIED.
7. **Proposal from the Faculty of Medicine for a Collaborative Master’s and Doctoral Program in Women’s Health**

The supporting documentation was circulated with the agenda package. The first page of the Memorandum of Agreement was revised and made available at the meeting.

The proposal was posted on the GWS for 28 days. There was no feedback as a result of posting on the GWS.

This proposal was approved by the Faculty Graduate Education Committee of the Faculty of Medicine at its meeting of November 9, 2006. With Graduate Education Council’s approval, this item will be sent for information to the Academic Policy and Programs Committee and the Planning and Budget Office, and to the Ontario Council on Graduate Studies (OCGS) for a standard appraisal.

In the agenda package, members received two proposal documents for approval. One is the U of T submission document – this document addresses all aspects of the proposal, from resource issues to academic matters. The second document is the OCGS appraisal brief, Volume I. OCGS requires the approval of the Graduate Education Council prior to submission of a proposal for appraisal.

Professor Gillian Einstein and Vice-Dean Andrea Sass-Kortsak were present to speak to the item. The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**

THAT the Graduate Education Council approve the proposal from the Faculty of Medicine for a Collaborative Master’s and Doctoral program in Women’s Health, effective September 2007.

Vice-Dean Cowper invited Professor Gillian Einstein to present the proposal. Professor Einstein explained the University of Toronto is a valuable source for research and teaching in the field of Women’s Health. The goal in creating the program is to connect students and investigators across various departments so they can gain significant experience in an active healthcare discipline.

The Dean noted that the proposal for a Collaborative Program on Women’s Health has been in development for more than two years.

A member commented that the proposal was well developed and that the program would be a welcome addition to those programs already offered at the University of Toronto.

The Dean called the question.

The motion was **CARIED**.
8. **Occupational Therapy Program, Closure of Advanced Standing Option, M.Sc. O.T.**

The supporting documentation was circulated with the agenda package. The proposal was posted on the GWS for 28 days. There was no feedback as a result of posting on the GWS.

This proposal was approved by the Faculty Graduate Education Committee of the Faculty of Medicine at its meeting of December 14, 2006. The approval of the Graduate Education Council is final. With Graduate Education Council’s approval this item will be sent for information in the annual report to the Academic Policy and Programs Committee, and the Planning and Budget Office will be informed.

Professor Helene Polatajko and Vice-Dean Andrea Sass-Kortsak were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION** *(duly moved and seconded)*

**THAT** the Graduate Education Council approve the proposal from the Faculty of Medicine to close the Advanced Standing Option in the Occupational Therapy Program (M.Sc.O.T.), effective September 2007.

The Dean questioned how students currently registered in the program would be managed. Professor Polatajko answered that there is currently one student registered in the option and she has already completed the final stages of the program. The Dean clarified that the program is no longer admitting new students in the option or advertising the availability of the option, but it remains available to the student who is currently registered.

Professor Polatajko explained that the option was created during a period when the discipline of Occupational Therapy was evolving within graduate education. Thus, the option was created at the request of students in the final year of their B.Sc.O.T. program because they wanted an opportunity to gain graduate experiences. However, there were no applicants to the program option, and student fears were dispelled when they entered the working world and found there were many prospects for those without graduate degrees. Thus, the program option is closing.

The Dean called the question.

The motion was CARRIED.

9. **New Flexible-Time Option within Existing Program: Human Development and Applied Psychology Department, Developmental Psychology and Education Program, Ph.D.**
The supporting documentation was circulated with the agenda package. The proposal was posted on the GWS for 28 days. As a result, there was one feedback response from an SGS Student Services Officer indicating support of the proposal. This proposal was approved by the Faculty Council of the Ontario Institute for Studies in Education at its meeting of December 13, 2006.

The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Professor Ruth Childs, Professor Glen Jones, and Ms. Nancy Smart were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**

THAT the Graduate Education Council approve the proposal from the Ontario Institute for Studies in Education, Department of Human Development and Applied Psychology, to introduce a flexible-delivery option to the Developmental Psychology and Education program (Ph.D.), effective September 2007.

The Dean invited Professor Jones to comment on flexible delivery options within the Ontario Institute for Studies in Education (OISE). Professor Jones explained that a review occurred during the graduate expansion planning processes and as part of discussions with the Ontario Council for Graduate Studies (OCGS) regarding streams.

There are OISE departments that have decided to discontinue their Ed.D. programs due to low enrolment, however, other departments seek to clarify and differentiate between Ed.D. and Ph.D programs.

The Dean questioned the differentiation of an Ed.D. from a Ph.D. within the context of broad level advanced study. Professor Jones explained that the demarcation between the two degrees can be unclear. There are some differences in course requirements, but the main distinction occurs by means of full-time and part-time student status, since the Ed.D. is traditionally offered on a part-time basis. There are no clear national or international distinctions, but it is generally agreed that the Ed.D. is a more professional degree than the Ph.D. Some institutions only offer a Ph.D. program, but many leading North American universities, such as Harvard University, only offer an Ed.D.

A member asked about the status of students who transfer to the flexible-time program within the context of the funding guarantee. Professor Childs noted that the students would be expected to work full-time, and study part-time. Professor Childs replied that they will not receive funding because they are employed full-time.

A member asked if students will be permitted to switch from flexible-time to full-time programs. Professor Childs explained that flexible-time student status is dependent on the condition of full-time employment, thus students will not be permitted to transfer.
between programs because of budgetary implications. The Dean noted that the information regarding transferring between programs is unclear in the proposal. A member said that SGS does not normally allow students to transfer from a flexible-time to a full-time Ph.D. program. However, students may experience confusion because there are those that have transferred from an Ed.D. program to a flexible-time Ph.D. program, but not from a flexible-time Ph.D. to a full-time Ph.D. program.

The Dean called the question.

The motion was CARRIED.

10. **Cessation of Admission and Closure of Degree Program (Ed.D. level only): Curriculum, Teaching and Learning Department, Curriculum Studies and Teacher Development Program, Ed.D.**

The supporting documentation was circulated with the agenda package.

The proposal was posted on the GWS for 28 days. There was no feedback as a result of posting on the GWS. The proposal was approved by the Faculty Council of the Ontario Institute for Studies in Education on December 13, 2006.

The approval of the Graduate Education Council will be conveyed to the Provost’s Office. Closure of a degree program requires the approval of the Academic Policy and Programs Committee, the Planning and Budget Committee, the Academic Board, and Governing Council.

Professor Doug McDougall and Ms. Nancy Smart were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**

THAT the Graduate Education Council approve the proposal from the Ontario Institute for Studies in Education, Department of Curriculum, Teaching, and Learning, to cease admission to the Curriculum Studies and Teacher Development Program, Ed.D. and that Council approve the closure of the Ed.D. program when no students are registered in it. The entry for the program will be removed from the School of Graduate Studies calendar on a permanent basis, effective September 2007.

The Dean questioned how current students registered in the program are being managed. Professor McDougall explained that with approval of the proposal, students will be given the opportunity to transfer from the Ed.D. to the Ph.D. program. However, most students currently registered in the Ed.D. program are in their fourth or fifth year of study, thus, considering financial implications, they may not elect to transfer out of the Ed.D. program. When suspension of admission to the Ed.D. program occurred two years ago,
students were given the opportunity to transfer from the Ed.D. to the Ph.D. program, and a total of 14 students have transferred thus far.

A member requested information about the status of students with regards to time-limit to completion and full-time requirements for flexible-time Ph.D. programs. Professor McDougall explained that registered Ed.D. students are in their fifth year of study, therefore the Department will work with the Registrar’s Office to resolve any related issues.

The Dean requested a summary of the distinctions between Ed.D. and Ph.D. programs within the Department of Curriculum, Teaching and Learning. Professor McDougall explained that distinctions between the programs are minimal since students fulfill identical requirements; the only difference relates to the number of years enrolled as a full-time student. However, some Ed.D. graduates have observed that employers prefer applicants with a Ph.D. degree. Thus, proposed changes will allow students to obtain better opportunities.

A member asked whether or not proposed changes will be retroactive. Professor McDougall replied in the negative.

The Dean called the question.

The motion was CARRIED.

11. **Program and Admission Requirement Changes**

11.1 **Computer Science Program, M.Sc.**

The supporting documentation was circulated with the agenda package. The proposal was posted on the GWS for 28 days. There was one comment as a result of posting on the GWS, and it noted an inconsistency in the documentation. The governance form referred to a “research project”, and the calendar entry referred to a “research paper”. The governance form was revised for consistency, and the revised documentation was distributed as part of the agenda package.

This proposal was approved by the Faculty of Arts and Science Three Campus Graduate Curriculum Committee at its meeting of January 8, 2007. The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Vice-Dean Meric Gertler and Professor Richard Zemel were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**
THAT the Graduate Education Council approve the proposal from the Faculty of Arts and Science to replace the thesis requirement with a research paper requirement (1.0 FCE) in the Computer Science, M.Sc. program, effective September 2007.

A member noted that, if the proposal is approved, students enrolled in the program will not be completing typical training usually required of an M.Sc. degree. The member asked why the Department is not proposing a direct-entry option to the Ph.D. program, instead of reducing requirements for the Master’s program. Professor Gertler replied that the Master’s program is a good filter for the Ph.D. program since it is an opportunity to evaluate if students have the aptitude for higher-level advanced degrees. The purpose of the change is to provide the opportunity for students to develop research experience within a stream-lined approach. Comparable changes have been successfully implemented in other programs.

A member was concerned that the requirement changes would reduce the quality of student education and asked if the proposal is guided by students who do not want to complete a thesis. Although students studying Computer Science may not be evaluated in the same way as in other programs, the high standard set by many departments is necessary. The member asked if the research paper would be evaluated as a Master’s thesis. Professor Zemel explained that the proposed research paper is considered a significant contribution. Professor Zemel confirmed that the research paper would be assessed by the student’s supervisor and a secondary reader. They will examine and discuss the paper with the student, ask necessary questions, and request revisions. The research paper will be assessed in the same way as a thesis, but the length requirement of the document will be shortened. The current thesis component is becoming a large “unwieldy document” that students find difficult to complete within specified timelines.

A member asked about the timeframe for completing current program requirements. Professor Zemel said that students are expected to graduate in 17 months, however most require approximately two years to achieve all requirements. The member asked about the program’s number of Full Course Equivalent (FCE) requirements, and Professor Zemel replied that the program has three to five FCEs coursework requirements. The member noted that the requirements seem low. Professor Zemel explained that the thesis requirement is evaluated as 1.0 FCE.

A discussion ensued regarding varying requirements of M.Sc. programs and research papers across the University. Professor Zemel explained that research papers within Computer Science are mathematics-based and thus length requirements are shorter compared to other Departments. A member explained that in the Department, it is necessary to impose tighter constraints so that requirement can be completed in the allotted 17-month timeframe since there are considerable penalties for not doing so, such as no automatic or semi-automatic progression into the Ph.D. program.

A member noted that the governance form indicated a requirement of 5 FCEs, while the calendar entry notes 3-5 FCEs. Professor Zemel noted that some courses are regarded as
transfer courses. The wording allows the Department to assess some courses themselves instead of sending all cases to SGS. The Dean noted that the governance form should read “normally 5 FCEs”.

A member asked about the approvals at the Faculty and Department level. Professor Zemel noted that at both levels, the proposal was approved unanimously.

Vice-Dean Smith noted that the calendar entry indicated that the research paper is worth .5 FCE. Professor Zemel noted that he would have to clarify whether the research paper is worth .5 or 1.0 FCE.

A member noted that in the M.Eng. program, there are more program requirements, and students must also complete a thesis. Additionally, M.Eng. students are not allowed to pursue a Ph.D. degree. Professor Zemel noted that the program is not intending to be a coursework based Master’s program. Vice-Dean Liu said that the supporting documentation notes that there is only one M.Sc. option. The Dean noted that Professor Zemel’s comments highlight that there is more than one M.Sc. option available, which is inconsistent with the information in the supporting documentation.

The Dean suggested that the proposal be referred back to the Faculty of Arts and Science for clarification and re-submission at the next Graduate Education Council meeting.

**MOTION (duly moved and seconded)**
THAT the Graduate Education Council refer the proposal from the Faculty of Arts and Science to replace the thesis requirement with a research paper requirement (1.0 FCE) in the Computer Science, M.Sc. program, effective September 2007, back to the Faculty for revision.

The motion was CARRIED.

11.2 **Chemical Engineering and Applied Chemistry Program, M. Eng.**

The supporting documentation was circulated with the agenda package. The proposal was posted on the GWS for 28 days. Feedback indicated support of the proposal. This proposal was approved by the Engineering Graduate Education Committee on December 7, 2006.

The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Professor Grant Allen and Vice-Dean Brenda McCabe were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**
THAT the Graduate Education Council approve the proposal from the Faculty of Applied Science and Engineering to change program requirements in the Chemical Engineering and Applied Chemistry program, M.Eng., so that students have the option of completing either a course-work only option, or completing a course-work and project option. The non-technical course program requirements limit will be raised from one to two or three. Changes are effective May 2007.

Vice-Dean Smith questioned why the non-technical requirements are “two or three”. Professor Allen explained that the Department is planning to accept up to three non-technical courses. Vice-Dean Smith suggested deleting “two or” from the motion and supporting documentation, to which Professor Allen concurred.

The Dean called the question.

REVISED MOTION (duly moved and seconded)
THAT the Graduate Education Council approve the proposal from the Faculty of Applied Science and Engineering to change program requirements in the Chemical Engineering and Applied Chemistry program, M.Eng., so that students have the option of completing either a course-work only option, or completing a course-work and project option. The non-technical course program requirements limit will be raised from one to three. Changes are effective May 2007.

The revised motion was CARRIED.

11.3 Curriculum, Teaching and Learning Department, Second Language Education Program, M. Ed.

The supporting documentation was circulated with the agenda package. The proposal was posted on the GWS for 28 days. There no feedback as a result of posting on the GWS. The proposal was approved by the Faculty Council of the Ontario Institute for Studies in Education on December 13, 2006.

The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Professor Douglas McDougall was present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

MOTION (duly moved and seconded)
THAT the Graduate Education Council approve the proposal from the Ontario Institute for Studies in Education, Department of Curriculum, Teaching, and Learning, to change the program requirements of the Second Language Education Program, M.Ed. The course-work and research project option has been removed, and students must obtain fulfill requirements by completing ten half-courses. Changes are effective September 2007.
The motion was CARRIED.

11.4 Forestry, Master of Forest Conservation Program, M.F.C.

The supporting documentation was circulated with the agenda package. The proposal was posted on the Graduate Webposting System (GWS) for 28 days. This proposal was approved by the Council of the Faculty of Forestry on September 19, 2006, pending feedback from the GWS. There was no feedback as a result of posting on the GWS.

The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Professor Andy Kenney was present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

MOTION (duly moved and seconded)
THAT the Graduate Education Council approve the proposal from the Faculty of Forestry to add FOR 3012H Analytical Methods in Forestry to the program requirements of the Master of Forest Conservation, M.F.C., program, effective September 2007.

A member requested clarification regarding whether or not the proposal is indicating that students must complete an extra course or half-course in their program. Professor Kenney replied affirmatively and noted that the proposal has been approved by a committee with student representation.

The member asked about the rationale for increasing program requirements. Professor Kenny explained that the proposed change transfers specific components in one course and separates them into another course. The change acknowledges students’ efforts by assigning credit for work performed.

The Dean called the question.

The motion was CARRIED.

11.5 Laboratory Medicine and Pathobiology Program, M.Sc., Ph.D.

The supporting documentation was circulated with the agenda package. The Calendar Entry was revised and made available at the meeting on pink coloured paper. The proposal was posted on the GWS for 28 days. There was no feedback as a result of posting on the GWS. This proposal was approved by the Faculty Graduate Education Committee of the Faculty of Medicine at its meeting of December 14, 2006.
The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Professor Harry Elsholtz and Vice-Dean Andrea Sass-Kortsak were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**

**THAT** the Graduate Education Council approve the proposal from the Faculty of Medicine for the following admission and program requirement changes to the Laboratory Medicine and Pathobiology program, effective September 2007:

1. **M.Sc. program**
   - Admission requirements be increased from B+ to A-.

2. **Ph.D. program**
   - Admission requirement for 'direct entry' be increased from A- to A average.

   - Course requirements be reduced from Student Seminar Course LMP1001Y plus five half-courses to LMP1001Y plus four half-courses.

3. Students who completed the undergraduate LMP Specialist Program to be permitted an additional half-course reduction (ie. LMP1001Y plus three half-courses).


A member asked if many programs within the Faculty of Medicine waive the Ph.D. defense. The Dean clarified that University exams cannot be waived, the exam in question is departmental.

A discussion ensued regarding admission requirements related to differences in advertised requisites, and minimum University requisites. Members also discussed the rationale for the proposal and how changes will affect the number of applicants to the program.

A member questioned the definition of “highly qualified”, since it can be maintained that all students admitted to the program can be described as “highly qualified”. Professor Elsholtz noted that decisions about who would be categorized as “highly qualified” will occur later in the students program. “Highly qualified” students are described as those who are doing well in their courses, and thus they will be given permission to forgo the departmental defense of their thesis.
A member said that the proposal can be interpreted to mean that all students in the program are considered to be highly qualified. The member also noted it may become a stigma within the department to engage in a thesis departmental defense since those students may be categorized as less than “highly qualified”.

Professor Elsholtz remarked that the waiver of the departmental defense has been implemented by other departments. The Department of Laboratory Medicine and Pathobiology has tested waiving the defense for the last two years, and approximately 80 percent of students are waived. Professor Elsholtz proposed that the option of waiving students from their departmental defense can be implemented internally, and thus waivers can be assessed on a case-by-case basis. A member noted that that more departments tend to require a thesis departmental defense because the experience is invaluable.

The Dean called a motion to extend the Graduate Education Council meeting.

**MOTION (duly moved and seconded)**

**THAT** the January 23, 2007 meeting of the Graduate Education Council be extended to 5:15 p.m.

The motion was CARRIED.

A member questioned the exact procedure for establishing which students would be categorized as “highly qualified”, and who would not. Professor Elsholtz answered that the assessment would be determined at the final committee meeting.

A member suggested replacing “highly qualified” with “as per approval of the supervisory committee” throughout the supporting documentation. The Dean noted that the documentation would be revised accordingly.

A member asked if those students who are waived from doing a departmental defense would engage in an informal presentation to prepare for their Final Oral Examination. Professor Elsholtz noted that many students have already given presentation and are well prepared for their final defense.

The Dean called the revised motion.

**REVISED MOTION (duly moved and seconded)**

**THAT** the Graduate Education Council approve the proposal from the Faculty of Medicine for the following admission and program requirement changes to the Laboratory Medicine and Pathobiology program, effective September 2007:

- **M.Sc. program**
  - vi) Admission requirements be increased from B+ to A-

- **Ph.D. program**
vii) Admission requirement for 'direct entry' be increased from A- to A average.

viii) Course requirement be reduced from Student Seminar Course LMP1001Y plus five half-courses to LMP1001Y plus four half-courses.

ix) Students who completed the undergraduate LMP Specialist Program to be permitted an additional half-course reduction (ie. LMP1001Y plus three half-courses).

x) A waiver of the Departmental thesis defense to be permitted as per approval of the supervisory committee.

The revised motion was CARRIED.

11.6 Slavic Language and Literature Program, M.A. and Ph.D.

The supporting documentation was circulated with the agenda package. The proposal was posted on the GWS for 28 days. There was one comment as a result of the posting on the GWS, which noted concern at the limited number of spaces available in French and German reading knowledge courses. This proposal was approved by the Faculty of Arts and Science Three Campus Graduate Curriculum Committee at its meeting of January 8, 2007.

The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Professor Maxim Tarnawsky and Vice-Dean Meric Gertler were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

MOTION (duly moved and seconded)
THAT the Graduate Education Council approve the proposal from the Faculty of Arts and Science for the following changes to the Slavic Language and Literature, M.A. and Ph.D. program requirements, effective September 2007:

i. Move the requirement for reading knowledge or French or German from the M.A. to the Ph.D. program

ii. Add “equivalent to a second year language course” to the definition of “working knowledge”

iii. Add SLA1040H Methods of Teaching Slavic Languages to M.A. program requirements

iv. Add Comparative Literature, Drama, History, Philosophy, and Cinema Studies to the list of cognate disciplines for Ph.D. minor course requirements
The Dean called the question.

The motion was CARRIED.

11.7 History of Art Department, Visual Studies Program, M.V.S.

The proposal was posted on the GWS for 28 days. There was no feedback as a result of posting on the GWS. This proposal was approved by the Faculty of Arts and Science Three Campus Graduate Curriculum Committee at its meeting of January 8, 2007. The approval of the Graduate Education Council is final. The proposal will be included in an annual report to the Academic Policy and Programs Committee for information.

Professor Marc Gotlieb, Professor Lisa Steele and Vice-Dean Meric Gertler were present to answer questions should they arise.

The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

MOTION (duly moved and seconded)
THAT the Graduate Education Council approve the proposal from the Faculty of Arts and Science to change the History of Art Department, Visual Studies, M.V.S. program requirements by replacing VIS 1000 Current Ideas in Visual Practice and VIS1002 Interpreting Visual Content with VIS 1010/FAH 1930 Issues in the History of Contemporary Art after 1960 and VIS 1020/FAH 1931, Contemporary Art: Theory and Criticism in the studio field. Changes are effective September 2007.

A member noted that there is a substantial amount of text that has been removed from the calendar entry, thus it appears as if the deletions constitute a substantial shift in the approach to the degree itself. The member questioned why the deletions have occurred. Professor Steele explained that the number of FCEs remains the same, but wording that seemed excessive was removed. The calendar entry is thus “crisper and clearer” and more focused on the description of the program. The introduction of the new courses allows flexibility that they can be taught by an M.V.S. studio faculty or another faculty member within the Department.

The Dean called the question.

The motion was CARRIED.

12. Other Business

None.
13. **For Information**

13.1 **Name change, Graduate Department of History of Art**

The proposal was posted on the GWS for 28 days. There was no feedback as a result of posting on the GWS. This proposal was approved by the Faculty of Arts and Science Three Campus Graduate Curriculum Committee at its meeting of January 8, 2007.

The proposal is presented to the Graduate Education Council for information only. This item will be sent to the Academic Policy and Programs Committee, and the Planning and Budget Committee for approval.

Professor Marc Gotlieb, Professor Lisa Steele and Vice-Dean Meric Gertler were present to answer questions should they arise.

**For information only:** Name Change – The name of the Graduate Department of History of Art is proposed to be changed to the “Graduate Department of Art”.

13.2 **Admission and Program Committee Report, 2006-07**

The supporting documentation was circulated with the agenda package. The documentation was revised and made available today. Ms. Heather Kelly, Director of SGS Student Services, was present at Council to answer questions should they arise.

**For information only:** Admission and Program Committee Report, 2006-07

13.3 **Registration Statistics, 2006-07**

13.4 **Fall by-election results, Graduate Education Council Membership, 2006-07**

14. **Meeting is Adjourned**

The January meeting of Graduate Education Council adjourned at 5:15 p.m.
Appendix to the Minutes

UNIVERSITY OF TORONTO

GRADUATE EDUCATION COUNCIL

Record of Attendance

January 23, 2007

In attendance:
Aloqaily, Arafat
Allen, Grant
Beaton, Brian
Brett, Clare
Burns, Leah
Cowper, Elizabeth
Davis, Karen
Dawes, Nancy
Desloges, Joseph
Dungey, Alison
Dyer, Charles
Gertler, Meric
Goode, Christopher
Goring, Daphne
Hampson, David
Hartenberger, Russell
Hirst, Graeme
Khan, Al-Mansur
Kola-Olusanga, Anthony
Larson, Katherine Rebecca
Lawson, Todd
McCabe, Brenda
Mingyao Liu
Pfeiffer, Susan (Chair)
Pietropaolo, Domenico
Rennie, Michael
Sass-Kortsak, Andrea
Smith, Berry
Solomon, Steven
Spagnolo, Rebecca
Sullivan, Pierre
Swier, Robert
Alderdice, Jane (Secretary, GE Council)
Teo, Adrienne (Assistant Secretary, GE Council)

Present:
Branch, Rodney
Chan, Tammy
Childs, Ruth
Einstein, Gillian
Elsholtz, Harry
Golding, Joan
Gotlieb, Marc
Jones, Glen
Kelly, Heather
Kenney, Andy
Lynch, Maureen
McDougall, Goug
Makarovska, Vesna
Polatajko, Helene
Smart, Nancy
Song, Soobong
Steele, Lisa
Tarnawsky, Maxim
Yee, Lily
Zemel, Richard
**Regrets:**

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