The Dean welcomed all members, members-elect and visitors. A special welcome to new members who won seats on the Graduate Education Council in the fall by-election and are attending today’s meeting.

The meeting was called to order at 3:00 p.m. Dean Susan Pfeiffer welcomed Graduate Education Council members and visitors.

The Dean called for a motion to adjourn no later than 5:00 p.m.

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

THAT the meeting of the Graduate Education Council will adjourn no later than 5:00 p.m.

The motion was **CARRIED**.

**Approval Agenda of the Graduate Education Council Meeting of November 20, 2007**

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

THAT the agenda of the Graduate Education Council meeting of November 20, 2007 be approved.

The motion is **CARRIED**.

1. **Minutes of the Graduate Education Council Meeting of October 23, 2007**

The minutes of the October 23, 2007 meeting were circulated with the agenda. Minor editorial changes were noted in section 5.3 under Electronic Theses and Dissertation Project. The following words are deleted from the second line of paragraph 7: “and can be forwarded to students”. In the last paragraph of the same item, the second sentence is changed to read: “Vice-Dean Smith replied that compliance with SGS guidelines is mandatory; use of templates is optional and templates may be modified.”

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

THAT the minutes of the October 23, 2007 School of Graduate Education Council meeting be approved.
The motion is CARRIED

2. Business Arising from the Minutes
2.1 Follow-up on recent GEC decisions forwarded to Governing Council committees

The proposal for a Master of Science and Doctoral program in Cell and Systems Biology was approved by the Governing Council on October 30, 2007. OCGS appraisal is ongoing.

The proposal for a Master of Science and Doctoral program in Ecology and Evolutionary Biology was approved by the Governing Council on October 30, 2007. OCGS appraisal is ongoing.

The closure of the Joint Master’s Degree Program in Spatial Analysis (University of Toronto, Department of Geography and Ryerson Polytechnical University) was approved by the Governing Council on October 30, 2007. Approval is final – there are no longer any students in the program.

3. Dean’s Remarks
3.1 Canadian Graduate and Professional Student Survey (CGPSS)

Documentation summarizing the results of the CGPSS will be distributed to GEC members as soon as it is available. The survey was administered in March 2007 at the University of Toronto. The survey was previously named the Graduate and Professional Student Survey (GPSS) because of its inauguration in the United States. The tool has been slightly modified for Canadian respondents.

The results will be presented to PDAD&C on December 6, 2007 and the University Affairs Board on January 29, 2008. Program specific results will be distributed to the relevant Departments, unless respondents are fewer than ten. The results will be more useful than those that were obtained from past surveys since comparators are straightforward and responses will be easier to assess.

Requests to participate in the CGPSS were sent by email to 11,333 graduate students who had valid email addresses on ROSI (94.3 percent of all registered graduate students). This compares with 82 percent of graduate students who were contacted in 2005. The overall response rate in 2007 was 43 percent. Students reported general satisfaction with their programs and the quality of education that they are receiving. The highest number of responses came from doctoral students (2,377; 45.9%), followed by professional master’s (1,595; 30.8%), and research master’s students (1,210; 23.4%). Compared to 2005, there were a higher proportion of responses from doctoral students and fewer from research master’s students.

Among the fourteen questions about program delivery, there was a high level of satisfaction. Items receiving high ratings (“Excellent”, “Very good” or “Good”) from at least 90% of respondents include the intellectual quality of the faculty and the intellectual quality of fellow students. Students were less satisfied with food on campus and with available information about student funding.

A member noted that CGPSS data are positive but results are not communicated to potential students. Most individuals are only familiar with the MacLean’s magazine annual survey, in which the University of Toronto scores unfavorably compared to other Canadian Universities. The Dean noted that the focus of the MacLean’s survey is on
undergraduate student experiences and that U of T graduate students are reporting a substantially higher level of satisfaction with their programs compared to undergraduate students. However, communicating satisfaction levels to a broad community is an ongoing challenge.

A member asked if other Canadian universities administer the CGPSS. The Dean replied that almost all Ontario universities administered the survey and many in the G13.

3.2 **University Affairs article: “PhDs in science finish faster in Canada than U.S.”**

The Dean noted that she recently did some research on the American Ph.D. Completion Project as compared to data available from Canadian universities and the University Affairs magazine published the item in their December edition. The project surveyed ten of Canada’s most research-intensive universities with a set of preliminary data generated by 28 universities and colleges. Ten years after initial registration, 75 percent of Ph.D. students in the life sciences had earned a Ph.D. in Canada, compared with 62 percent in the U.S. Seventy-one percent of students in physical and applied sciences in Canada had earned a doctorate. In the U.S., 64 percent of engineers and 55 percent of students in the physical sciences and in science and mathematics had earned a degree. So, comparatively, U of T’s Ph.D. completion rates are on the leading edge and this should fact should be made more well-known.

The article can be accessed at: [http://www.universityaffairs.ca/index_e.html](http://www.universityaffairs.ca/index_e.html)

3.3 **Fostering Interdisciplinarity**

A new working group will formed to examine interdisciplinary experiences. Any Graduate Education Council members who are interested in serving on the working group should contact the Dean.

3.4 **School of Graduate Studies Calendar Renewal**

A memo was circulated recently advising of SGS Calendar renewal, including paring down and streamlining, addition of an index, among other changes. It is hoped that the Calendar will be easier to use in its new form.

3.5 **Van Loon Committee Update**

The OCGS was recently review by the Council of Ontario Universities (COU). U of T prepared a submission to a committee chaired by Richard Van Loon, the former President of Carlton University. The submission was presented to COU and may be considered by the COU Council in December. The submission recommended dramatic changes to the way the quality of graduate programs is monitored. If recommendations are accepted, the process of transition will begin immediately; however, current OCGS processes will remain unchanged until fall 2009. Thus, the process for programs currently undergoing appraisals will be unchanged.

Members will receive a summary of the proposed changes as soon as they are available.
4. **Report of the Vice-Dean, Programs**
   The on-line Final Oral Exam pre-approval process will be implemented on December 3, 2007.

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

   5.1 **Electronic Thesis Project**
   The project has been launched and SGS is awaiting feedback from initial users. There has been some concern that the project endorses proprietary software, but there is freely-accessible software that is a good alternative. Thus the relevant website has been revised to minimise references to proprietary software such as Adobe Acrobat and Microsoft products and include statements where applicable noting that alternatives are available and acceptable.

   Additionally, issues related to copyright have arisen. There are instances in which a student’s thesis is constructed from previously published articles – in these circumstances students must obtain permission from the journals indicating authorization to republish the articles. Republishing articles have not been a concern to date; however, since theses will now be universally available on-line, problems are anticipated. Various potential approaches were discussed. Vice-Dean Smith invited members to notify SGS of any other concerns.

6. **New Program Proposals**

   6.1 **Proposal from the Faculty of Medicine, Health Policy, Management and Evaluation Department, for a Master of Health Informatics (M.H.I.) degree program**
   The proposal was posted on the GWS for 28 days. There was no feedback as a result of the posting. This proposal was approved by the Faculty of Medicine, Faculty Council at its meeting of November 5, 2007. Discussion regarding the proposal is noted on the motion sheet.

   In the 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 Council prior to our submission of a proposal for appraisal.

   With Graduate Education Council’s approval this item will go to the Academic Policy and Programs Committee, Planning and Budget Committee, Academic Board and Governing Council for approval. After Graduate Education Council’s review, the proposal will be submitted to the Ontario Council on Graduate Studies for a standard appraisal with consultants.

   Professor Louise Lemieux-Charles was present to speak to the item. The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

   **MOTION** *(duly moved and seconded)*
   THAT Graduate Education Council approve the proposal from the Faculty of Medicine, Health Policy, Management and Evaluation Department, for
a Master of Health Informatics (M.H.I.) degree program, effective September 2008.

Vice-Dean Cowper invited Professor Lemieux-Charles to speak to the proposal. Professor Lemieux-Charles explained that graduate students in the proposed program will study information technology for the delivery of health services. Students will work with practitioners in the medical community on design interfaces that will improve how research is performed by studying information systems and knowledge transfer. The supporting documentation in the Council package contains e-mails that express interest in the program from a number of different groups, including the University Health Network and others who are interested in providing support for the practicum.

A member said that he did not want to stand in the way of the proposal – it looks like a good program, but wanted to express disappointment that in his opinion the Department of Computer Science was not adequately consulted, and it is not listed in the proposal document as one of the units consulted. The member advised that “informatics” is a central concept in computer science and there are a number of researchers who teach courses relevant to this program. However the Department was not notified of the proposal until late in its development. Although the Chair of the Department was consulted, Computer Science is not listed as an affected unit even though members of the Department perform research and offer courses that could be relevant to the proposed program. On a second point, page 5 of the proposal document says that there is no graduate program in central Canada, notably Ontario. However, the University of Waterloo offers a diploma program in health informatics, not requiring an undergraduate degree for admission, although most students enter that program with a bachelor’s degree. It seems a significant oversight not to mention this program in the proposal which will likely be noticed by OCGS at the time of appraisal.

Professor Lemieux-Charles said that she met with the Chair of the Department of Computer Science, but after two and a half months, no response regarding the proposal was received. Discussions with Computer Science included the possibility of future collaboration with a focus on the technological aspects of informatics. On the second point, Professor Lemieux-Charles said that the University of Toronto has a long working relationship with the University of Waterloo involving collaborative for at least ten years. The original proposal was for a joint degree program with the University of Waterloo. It became apparent that it is much more difficult to get a joint program underway than had been originally anticipated. The University of Waterloo does not offer professional master’s programs and development of the joint program would take too long given U of T’s goal to start the program in September 2008. Therefore, the original proposal does not resemble the current proposal. It was decided that the University of Toronto would offer the program exclusively. Future collaboration with the University of Waterloo remains a strong possibility. Professor Lemieux-Charles explained that the diploma program offered at the University of Waterloo is not a graduate program, and that is why there is no reference to it in the proposal. Professor Lemieux-Charles said that reference to undergraduate and continuing education programs could be provided in an addendum to the proposal.

The member noted that the name of the Faculty of Information Studies should be corrected – it says “Science” not “Studies”.
A member wanted to know why it is more suitable for the program to be offered in collaboration with the Faculty of Information Studies instead of the Department of Computer Science. Professor Lemieux-Charles explained that the Department of Computer Studies focuses on technological aspects of informatics. The proposed program focuses on matters related to information systems and knowledge management orientation, and thus collaboration with the Faculty of Information Studies is more appropriate at this time.

A member asked why concerns expressed by the Computer Science GEC member were not provided as feedback on the Graduate Webposting System (GWS). The member replied that they felt it was too late, at that point. The Dean said that discussion is valuable and encouraged at each level of review. Indications are that the University community reviews the proposals on the GWS, but limited dialogue through the feedback mechanism is occurring. An e-mail notification to Council members notifying them of GWS postings of new program proposals will be considered.

The motion was CARRIED.

6.2 Proposal from the Faculty of Medicine, Institute for Medical Science, Master of Health Science in Medical Radiation Sciences (M.H.Sc.) degree program

The proposal was posted on the GWS for 28 days. The proposal was discussed at the SGS Standing Committee on Program Matters. This proposal was approved by the Faculty of Medicine, Faculty Council at its meeting of November 5, 2007. Discussion regarding the proposal is noted on the motion sheet.

In the 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 Council prior to our submission of a proposal for appraisal.

With Graduate Education Council’s approval this item will go to the Academic Policy and Programs Committee, Planning and Budget Committee, Academic Board and Governing Council for approval. After Graduate Education Council’s review, the proposal will be submitted to the Ontario Council on Graduate Studies for a standard appraisal with consultants.

Dr. Pamela Catton and Ms. Nicole Harnett were present to speak to the item. The Dean calls upon Vice-Dean Elizabeth Cowper to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal from the Faculty of Medicine, Institute for Medical Science, for a Master of Health Science in Medical Radiation Sciences (M.H.Sc.) degree program, effective September 2008.

Dr. Catton introduced the proposal. Offering a graduate-level program in Medical Radiation Sciences has been anticipated since the Institute commenced offering the undergraduate program in 1998. The proposed program is a course-based, professional master’s program for experienced healthcare practitioners. The program is for students
with at least three years of professional experience. The study is multidisciplinary, and thus students may have a background that includes radiation oncology or physics.

The proposed program is essential since many Canadian healthcare professionals are applying to comparable programs abroad due to the lack of equivalent programs in Canada. The Institute of Medical Sciences has assessed the interest in the program, and has found that there is significant demand for the program across the country. The University of Toronto is well positioned to offer a successful program since there are numerous healthcare professionals employed at the various hospitals in Toronto who are interested in enrolling in the program.

The Dean summarized the proposed program as a professional master’s program that is intended for students who are established in their profession but would like to engage in additional advanced training.

The motion was CARRIED.

7. Proposal from the Faculty of Arts and Science for a New Collaborative Doctoral Program in the Dynamics of Global Change

The proposal was posted on the GWS for 28 days. As a result of feedback received during the GWS posting period, the name of the program was revised from “Global Change” to “Dynamics of Global Change”. In the 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 Council prior to our submission of a proposal for appraisal.

With Graduate Education Council’s approval this item will go to the for information to the Academic Policy and Programs Committee. GEC approval constitutes final University approval. After Graduate Education Council’s review, the proposal will be submitted to the Ontario Council on Graduate Studies for a standard appraisal with consultants.

Professor Robert Vipond was present to speak to the item. The Dean called upon Vice-Dean Elizabeth Cowper to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal from the Faculty of Arts and Science for a Collaborative Doctoral Program in the Dynamics of Global Change, effective September 2008.

Professor Vipond introduced the proposal. In response to profound global change, there has been an increasing demand for the program in the area of social sciences, but including sciences and humanities as well. However, the challenges are primarily in political science. The basis for domestic policies and sovereign states has evolved during the post-World War II era. Citizenship is increasingly transitory, contingent, and transnational. The importance of non-state politics, such as the Taliban, is increasing. National politics is being replaced with an evolving, complex, loosely structured system in which change occurs at multiple levels.
Cities are increasingly global – there is more in common between Toronto and Buenos Aires now, for example. The rise of infectious diseases had lead to the concept of global health. Regional innovation has taken a global turn. Literature and Education are increasingly global. International human rights are important in Law school. With manifold interests, it was viewed as important to create a venue for cross-disciplinary, cross-thematic approaches.

The program has a core course. A signature element of the program is the inclusion of intensive modular courses on specialized topics in the area of dynamics of global change. The dissertation remains the most important product. The program will be housed at the Munk Centre which has become a meeting place for questions of global change; it now runs about 300 events per year, most of which have “global” in the title. The Centre is also the home to several research institutes that are regional in nature. This program is the next logical extension. There is broad support for proposal – it involves five Faculties with nine founding partner units and an expectation to expand in future. The program is unique in Canada, although there are plans to develop similar programs at Carlton University, Ottawa University, the University of Waterloo and the University of Calgary. U of T wants to be the first to develop such a program and the proponents of the program want it to be the best.

A member questioned why the program does not include the Department of Religion. Another member asked a similar question related to the Institute for Bioethics. Both appear to include relevant areas of study. Professor Vipond explained that the proposal began with a core social science focus; he noted that it is fairly easy to add programs into existing collaborative programs in future.

A member was concerned that students in the program might find the program too broad, overly interdisciplinary. She wondered how many languages would a student be required to speak. How will students cover the “wholeness” the program has identified for its coverage? The member requested information on suitable preparation for the program. Professor Vipond noted that applicants to the program will already be in a discipline, so they will self-select. He suggested that it should be extremely enriching for students in one discipline to encounter students from another since they will have cross-discipline experiences.

A member requested information on student funding. Professor Vipond explained that in addition to the regular funding package, resources from departments and the Munk Centre for International Studies will also be provided. He said there will have to be opportunities for travel also.

A member noted that there are many courses in the sciences offered at U of T related to global change. The member suggested including a social science related reference in the title of the program in order to avoid confusion. Professor Vipond said that the term “global change” for scientists is well understood as referring especially to climate change. He said he had consulted in some areas and believes that the synergies are appealing and enormous. It was agreed to add the word “dynamics” to the title as a compromise and as a way to avoid confusion.

A member explained that the Collaborative Program in Global Health noted in the supporting documentation refers to a proposal that will be on the agenda of the next GEC meeting. Both programs are aware of each other and mutually supportive of their endeavours.
The motion was CARRIED.

8. **Program Requirement Changes**

8.1 **Forestry, Master of Forest Conservation (M.F.C.)**

The supporting documents were 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 proposals were approved by the Council of the Faculty of Forestry on October 30, 2007. Discussion regarding the proposal is noted on the motion sheet. The approval of the Graduate Education Council is final.

Professor Shashi Kant was present at Council today to answer question should they arise. The Dean calls 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 a part-time program option to the Master of Forest Conservation (M.F.C.) program. Changes are effective September 2008.

There was no discussion.

The motion was CARRIED.

**MOTION (duly moved and seconded)**

THAT the Graduate Education Council approve the proposal from the Faculty of Forestry to reduce the number of required courses by .5 FCE, and increase the number of elective courses by .5 FCE in the Master of Forest Conservation (M.F.C.) program. Changes are effective immediately.

A member asked if the total number of courses remains the same. Professor Kant said that it does. The Dean suggested that the change represents the introduction of flexibility.

The motion was CARRIED.

9. **Centre for Urban and Community Studies: Proposal to Disestablish Within SGS**

The supporting documentation was circulated with the agenda package. This proposal was approved by the Faculty of Architecture, Landscape, and Design Faculty Council at its meeting of November 14, 2007. Graduate Education Council approval is final for the disestablishment of the Centre for Urban and Community Studies within SGS.

Professor David Hulchanski sends his regrets. The Dean calls upon Vice-Dean Elizabeth Cowper to present the motion.

**MOTION (duly moved and seconded)**
THAT the Graduate Education Council approve the proposal from the School of Graduate Studies that the Centre for Urban and Community Studies be disestablished within the School of Graduate Studies, effective January 1, 2008.

The Dean summarized the proposal. As a part of Stepping Up planning process, one of the institutional objectives was to develop a higher profile in the area of urban studies and cities with respect to research and teaching. A Cities Centre was proposed through the Academic Initiative Fund. The Faculty home for the new is the Faculty of Architecture, Landscape and Design, but there has been input from a substantial number of other units. Accordingly, it is envisioned that the already established Centre for Urban and Community Studies be “folded into” the Cities Centre and become the research arm of the unit, which will in turn have a broader mandate of research and teaching. Letters of support from the deans of participating Faculties have been obtained. In disestablishing the Centre within SGS, the Centre can be transferred to the Cities Centre.

A member asked if the budget for the Centre for Urban and Community Studies will be transferred to the Cities Centre. The Dean confirmed that the budget and staff will move from SGS to the Faculty of Architecture, Landscape, and Design.

A member asked if the Cities Centre will then be joining SGS. The Dean explained that the Cities Centre will be administered within the Faculty of Architecture, Landscape, and Design. The Cities Centre will report to a Council that consists of four deans: the Dean of SGS; the Dean of Engineering; the Dean of the Faculty of Arts and Science; and the Dean of the Faculty of Architecture, Landscape, and Design. Letters of support from the Deans are in file. The Cities Centre is a multi-disciplinary centre, but the Faculty of Architecture, Landscape, and Design will act as the lead faculty.

Vice-Dean Cowper noted that the Centre for Urban and Community Studies is the administrative home for the Collaborative Program in Community Development, which will continue to be hosted within the Cities Centre. Thus, there are no significant administrative changes for the Collaborative Program.

The motion was CARRIED.

10. **Proposal to Change the Name of the Medical Genetics and Microbiology Program to the Molecular Genetics Program**

The supporting documents were 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 of Medicine’s Graduate Curriculum Committee at its meeting of October 3, 2007. There was no discussion regarding the proposal at the meeting.

With Graduate Education Council’s approval this item will be sent for information to the Academic Policy and Programs Committee. GEC approval constitutes final University approval. The proposal will be forwarded to the Ontario Council on Graduate Studies for approval.

Professor Alan Davidson was present at Council today to answer question should they arise. The Dean calls 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 change name of the Medical Genetics and Microbiology Program to the Molecular Genetics Program. Changes are effective January 2008.

Professor Davidson noted that the documentation should be corrected with respect to the reference to the program names. This correction was duly noted. A member said that one of the primary reasons for the proposed change is due to confusion similar to that which occurred in the supporting documentation.

A member asked why the word “medical” is being removed from the program name. Professor Davidson explained that the change will simplify the program name, and “Molecular Genetics” is a universally understood term.

MOTION (revised)
THAT the Graduate Education Council approve the proposal from the Faculty of Medicine to change name of the Molecular and Medical Genetics Program to the Molecular Genetics Program. Changes are effective January 2008.

The motion was CARRIED.

11. Other Business

None.

12. For Information

12.1 Guidelines on The Graduate Chair in Arts & Science Graduate Units: The Role, Responsibilities and Appointment Procedures

The supporting document was circulated with the agenda package. The Dean encouraged all members to read the document regardless of whether or not they are a member of the Faculty of Arts and Science since the model includes all three-campuses which are actively engaged at the graduate level.

It has been a challenge to move towards a governance model that provides balance in managing the relevant programs. The document details the current guidelines regarding selecting graduate chairs. The challenge is to view the relevant Arts and Science units as having four potential chair-level members responsible for various activities, i.e., three undergraduate chairs on three campuses plus a fourth graduate chair. The document explains how the process will unfold if a program has substantial activity on more than one campus. The issues are specific to the Faculty of Arts and Science, but the document clearly details the role of graduate chair, which is relevant to all departments. The document quotes what the SGS Constitution states about graduate chairs, and outlines what the Faculty of Arts and Science has experienced regarding selecting graduate chairs. The document illustrates the very real challenges of a
A member observed that the guidelines are similar to those adopted by the Department of French. The Dean noted that all departments with presence on more than one campus have procedures for integration of campus activities. Usually, the individual who manages the St. George-based program is also the graduate chair. This document envisions that the graduate chair may not necessarily be an undergraduate chair or the St. George undergraduate chair. The Department of Geography elected to adopt this new model last year.

13. **Meeting is Adjourned**
   The meeting was adjourned at: 4:45 p.m.
In attendance:
Abrams, Peter  Martin, Peter
Brubaker, Marcus  Mannolson, Morris
Cowper, Elizabeth  Pfeiffer, Susan (Chair)
Cozea, Angela  Salloum, Claire
Davis, Karen  Sass-Kortsak, Andrea
Dunegy, Alison  Smith, Berry
Freeman, Graham  Trubiani, Gina
Gertler, Meric  Weedmark, Julie
Graham, Ian  Young, Paul
Hirst, Graeme  Zhu, Quanyan
Johnston, Gregory  Alderdice, Jane (Secretary, GE Council)
Klinger, Christopher  Teo, Adrienne (Assistant Secretary, GE Council)
Lawson, Todd

Present:
Catton, Pamela  Lemieux-Charles, Louise
Davidson, Alan  Liu, Hugh
Elliot, Robin  Yee, Lily
Harnett, Nicole  Robert Vipond
Kant, Shashi
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