The meeting was called to order at 3:00 p.m. Dean Susan Pfeiffer welcomed 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 Graduate Education Council meeting of **April 21, 2009** will adjourn no later than **5:00 p.m.**

The motion was **CARRIED.**

### Approval of the Agenda of the Graduate Education Meeting of April 21, 2009

**MOTION (duly moved and seconded)**

THAT the agenda of the Graduate Education Council meeting of **April 21, 2009** be approved.

The motion was **CARRIED.**

### 1 Minutes of the Graduate Education Council Meeting of February 17, 2009

The minutes of the **February 17, 2009** meeting were distributed with the agenda.

**MOTION (duly moved and seconded)**

THAT the minutes of the Graduate Education Council meeting of **February 17, 2009** be approved.

The motion was **CARRIED.**

### 2 Business Arising from the Minutes

#### 2.1 Subsequent Considerations of GEC-approved items

**Centre of Criminology: Disestablishment/Reestablishment**

On October 21, 2008, GEC approved a proposal to disestablish the Centre of Criminology as an EDU:A within SGS and re-establish it as an EDU:A within the Faculty of Arts and Science, effective May 1, 2009. It has since been approved by Governing Council at its March 4, 2009 meeting. This constitutes final approval.
Health Administration (M.Sc., Ph.D.): Name Change
On January 20, 2009, GEC approved a proposal to change the name of the Health Administration (M.Sc. and Ph.D.) program to Health Policy, Management and Evaluation (M.Sc. and Ph.D.). It has now received approval from OCGS; this constitutes final approval.

3 Dean’s Remarks

3.1 Introduce Material for Academic Board Representative Election (Item 6)
The Dean explained that the meeting would be dealing with the election of the SGS Academic Board representative for Divisions I and II as item 6. Professor MacNeil’s curriculum vitae was circulated at the beginning of the meeting on salmon-pink paper for review. Professor MacNeil has indicated her willingness to serve in this capacity.

The Procedures for Selecting SGS Members of the Academic Board of Governing Council, July 2007 were followed – see the motion sheet for more details. The Standing Committee on Program Matters approved the recommendation at its meeting on April 7, 2009. As there was only one nomination, the recommendation is for acclamation.

3.2 Faculty of Arts and Science, School of International Studies – Name Change to “School of Global Affairs”
The Dean brought to members’ attention a name change for the School of International Studies in the Faculty of Arts and Science – the new name is “School of Global Affairs”; the change is effective immediately. It was approved by Academic Board at its March 26, 2009 meeting and confirmed by the Executive Committee of Governing Council on April 6, 2009; this constitutes final approval.

3.3 Graduate Application Fee
The Dean advised members that the SGS application fee will increase from $100 to $110 commencing in the 2009-10 academic year. Along with this, distribution of the funds is being adjusted with a larger proportion of the funds going to the units receiving the applications and SGS taking a smaller proportion.

Current Breakdown: 60 percent ($60) has been retained by SGS, 15 percent ($15) was conveyed to each graduate unit directly, and 25 percent ($25) has been retained in general University revenue (from which it was attributed back to each Faculty through the new budget model process).

Breakdown for 2009-10: 46 percent ($50) will be retained by SGS, while the remaining 54 percent ($60) will be retained in General University revenue, whence it will be attributed back to each division through the new budget model process.

This change received final approval from the Office of the Vice-Provost, Planning and Budget, and was reported for information at Business Board on March 23.

In response to a question about whether graduate unit chairs had been consulted or not, the Dean explained that there was considerable consultation with the Deans responsible for graduate studies at the Faculty level. It will be up to the Faculties to decide how to share the funds with the departments.
3.4 **Post-Doctoral Fellows (PDF) and the Canada Revenue Agency (CRA) Update**

CRA continues to deliberate the question of taxable income for postdoctoral fellows (PDFs). The matter remains unresolved for the 2008 tax year. The University is aware that a lack of clarity remains and will continue to work on clarifying this issue.

In response to a question as to whether the query included PDFs in hospitals, the Dean said that the query had been put very broadly.

3.5 **Application and Admission Update**

As of last week, SGS has received 22,000 applications for next year’s enrollment, compared to 20,300 last year at this time. There are also 1,700 confirmed new students compared to 1,100 at this time last year across all categories (master’s, doctoral students, etc.). There is a common perception that during economic downturns, fewer applications may be expected, especially at the doctoral level. This is not the case, as our application and enrollment numbers are clearly higher, most dramatically for professional master’s programs.

3.6 **CGPSS Survey**

Two CGPSS survey tools will be used in next year’s survey, one for doctoral stream graduate students and another for students in professional graduate programs. This will reduce inappropriate questions for some respondents. The decision of which survey to administer will be based on the degree. The survey will be available for review soon.

3.7 **GEC Election Update**

The spring election to fill seats on GEC is underway. Balloting is occurring in the Div. IV (Life Sciences) Faculty constituency. The deadline to vote is Monday, April 27. A report will be provided in May.

One faculty and three student seats remain vacant. There will be a by-election to fill remaining vacancies in September 2009.

A member noted that in the Div. IV Faculty election, voters were e-mailed a ballot and asked to print it out, obtain their own envelopes for mailing and privacy, and return the ballot to SGS, and further noted that this was an onerous process for some voters. The member asked whether this was being done out of a desire to economize and whether electronic voting would be considered in future. In response, the Dean said the process had not been chosen in order to cut costs. She explained that SGS has the ability to conduct elections electronically in student constituencies but not yet in others. She expressed her hope that this ability would soon be extended to the other constituencies, as she agreed the current process was less than ideal. She also added that mailing ballot packages had been pursued but it had proven unfeasibly difficult to obtain appropriate mailing addresses for faculty.

3.8 **Next GEC Meeting**

The next GEC meeting will be followed by a reception to celebrate the end of the academic year. The reception will take place at Massey College. The Dean expressed her hope that members would hold a little time at the end of the meeting next month for some relaxation.

4 **Report of the Vice-Dean, Programs**
4.1 Appointing Senior Research Associates and Librarians with Permanent Status to Graduate Faculty

Vice-Dean Elizabeth Cowper informed Council that SGS, in consultation with the Office of the Provost and Deans of Faculties, is trying to regularize who is eligible for appointment to Graduate Faculty. Previously this has only been allowed for teaching-stream faculty members (full, associate, adjunct, etc.). Eligibility for appointment is now being extended to two additional categories: Senior Research Associates (SRA) who are appointed in a continuing way (usually on larger research grants), and Librarians who have permanent status (i.e. Librarian III and higher).

In response to a question, Vice-Dean Cowper clarified that it is expected that SRAs and Librarians will normally be appointed to Graduate Faculty with Associate rather than Full status; the main practical difference is that they would not have direct responsibility over a doctoral student as this would be unusual for someone without tenure. This is the purview of graduate unit chairs (and not graduate coordinators, etc.), as usual.

A member commented that this could have a large impact on clinical departments, as most labs have an SRA, and this could result in a flood of requests from people who might not be deemed appropriate for Graduate Faculty appointments. Vice-Dean Cowper explained that the change was purely permissive, and that graduate unit chairs had the authority to extend or not extend graduate faculty membership to their unit’s SRAs. The Vice-Dean added that in order to be eligible, SRAs and Librarians needed a valid University of Toronto appointment.

In response to a question, Vice-Dean Cowper clarified that the definition of SRA could be found in the University of Toronto Policy, Procedures and Terms and Conditions of Appointment for Research Associates (Limited Term) and Senior Research Associates.

5 Report of the Vice-Dean, Students

5.1 Graduate Professional Skills Program

Vice-Dean Berry Smith reported to Council that the “soft” launch of the Graduate Professional Skills (GPS) program in May is on schedule. The program’s intent is to harness existing resources around the University, i.e., those units that currently mount workshops, courses, seminars and other activities to enhance the student experience and prepare students for life after graduate school. The GPS Program Committee includes representatives from Graduate Faculty, students, SGS, U of T Student Life, and other University offices. The committee met recently and reviewed 36 proposals from ten different bodies around the University. The program will require students to complete credits in three of the four program areas (communication, teaching, research, and personal effectiveness), equivalent to a half-course. A more high-profile launch of the program is planned for September. Students can begin to take offerings and count them towards the program in May; it is even possible that some students may be able to complete the program in time for November convocation. Announcements will be made in early May; all graduate students and graduate programs will be contacted with details.

In response to a question, Vice-Dean Smith clarified that the GPS program was entirely optional for students and that it was intended to provide added value to their studies but not to replace any component of their academic program. Students who complete the program will receive a notation on their transcript.

5.2 Bologna Process Conference

Vice-Dean Smith informed members that earlier this year, he had attended a conference in Edmonton, Alberta on the Bologna Process and its impact on higher education especially in
Canada. He urged members to become familiar with the Bologna Process if they were not already, as it is beginning to have a huge impact worldwide.

The Bologna Process began in 1998 and now has 46 European countries who have agreed to its broader outlines; its overall goals are threefold (1) to improve the mobility of students and faculty; (2) to make higher education more transparent and harmonized; and (3) to make its graduates more attractive. The process is well-developed and has had some remarkable effects. For example, RWTH Aachen University has transformed its higher education programs to include a three-year undergraduate and two-year master’s program. Most institutions are moving to a three-year undergraduate, two-year master’s and three-year doctoral series of programs.

Three major effects for Canada have been identified by the Association of Universities and Colleges of Canada (AUCC). First, it may create a decreased market share in Canadian education. Second, it creates issues in determining equivalency between Canadian degrees and those of institutions under the Bologna Process. Third, while it increases mobility of students within Europe, it may have a serious impact on opportunities for exchange and study-abroad programs for those outside Europe, including Canada.

The Bologna Process is just the beginning. There are similar initiatives underway in South Asian countries, Australia and New Zealand, South America, and Africa.

A member noted that allowing a three-year undergraduate degree requires certain assumptions about incoming undergraduates’ high-school education. Vice-Dean Smith responded that this was quite true, and that high-school education ought to be considered in interpreting undergraduate degrees. He also noted that the Bologna Process places great emphasis on learning outcomes for students rather than on measuring years in the system, and that it proposed a diploma supplement which is supposed to be an understandable explanation of what the student has achieved, to help understand transcripts.

6 Academic Board Representative Election
The supporting material for this item was introduced in the Dean’s remarks under item 3.1. The Dean called on Vice-Dean Cowper to present the motion.

**MOTION** (duly moved and seconded)

THAT Graduate Education Council approve the recommendation of the Standing Committee on Program matters for the appointment of Professor Heather MacNeil, Faculty of Information, as the SGS representative on the Academic Board for Divisions I and II for a two-year term commencing July 1, 2009.

There being no discussion, the Dean called the question.

The motion was CARRIED.

7 New Regulation: Submission of Theses (electronic)
The proposal has been discussed within the School of Graduate Studies and posted on the SGS Graduate Webposting System for the normal fourteen day period. The following two comments were received.

It was asked if there were official requirements for students in a Collaborative Program to provide the collaborating program or department with a copy of the thesis (the proposed electronic submission would make this much easier). There is no SGS guideline that requires students to submit a copy of their thesis to their Collaborative Program or department; this is at the discretion of the
graduate unit. SGS documentation does encourage students to find out about all the thesis submission requirements to which they might be subject.

It was asked if there would be a requirement for departments to retroactively post thesis documents electronically. SGS will be seeding the electronic thesis repository with electronic thesis documents dating back to 1998. SGS is unable to include theses from before 1998 as explicit permission to mount them electronically was not given. At this time, SGS is not planning to contact alumni or departments to retroactively post pre-1998 theses electronically.

GEC approval is final. It will be reported to the Office of the Provost for information. The Dean called on Vice-Dean Smith to present the motion.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the School of Graduate Studies (SGS) to replace the “Graduation and Submission of Thesis” section of the General Regulations in the SGS Calendar with the attached “Submission of Theses” text. This change requires each student to submit an electronic version of the final thesis and eliminates the option of submitting a paper copy, effective September 2009.

A member noted that there is currently a pilot project to test feasibility of electronic submission of theses. The member asked what the percentage of students who have chosen to submit theses electronically as part of the pilot was, and what feedback had been received. Vice-Dean Smith replied that the pilot project had been in place about one and a half years. About 80 percent of Ph.D. theses are being submitted electronically versus about 40 percent of master’s theses; both percentages are increasing. The difference between the two is explained by the fact that Ph.D. theses are submitted directly to SGS, while master’s level theses are submitted locally and then to SGS; SGS thus has more input into submission of Ph.D. theses. SGS has received strong support for electronic thesis submission. Students appreciate being able to deposit their theses directly into the University’s “T-Space” thesis repository. They also benefit from being able to add supplementary files to their theses. SGS has a team monitoring use of the T-Space and providing assistance to students who need it, but students appear to encounter few difficulties in using the system.

Another member observed that some departments require students to submit paper copies of theses and asked whether is this regulated. Vice-Dean Smith answered that submission of paper theses is optional at the departmental level, but copies submitted to SGS will have to be electronic under this proposal.

In response to a question from a member, Vice-Dean Smith clarified that the regulation applies to all theses, including those at the master’s and doctoral levels.

A member pointed out that many journals ask for confirmation that material has not been published previously. The member enquired whether and how issues related to the electronic publishing of information (i.e. the thesis) that is not yet published in a journal would be handled. Vice-Dean Smith explained that such issues already exist with paper publication of theses; the apparent difference is one of scale. That is, a perception exists that there is a difference between a thesis sitting on a library shelf and a thesis immediately available on T-Space. Mitigating this, students can restrict publication for up to two years in the electronic system just as they can with paper publication. The electronic system also allows more flexible publication, such as inserting a placeholder for certain sections. University Microfilms International (UMI) is advocating on behalf of universities moving to electronic thesis publication; the National Archives of Canada are also fully supportive of such initiatives.
Issues with publishers will be dealt with on a case-by-case basis. SGS does not foresee serious problems.

As there was no further discussion, the Dean called the question.

The motion was CARRIED.

8 **Regulation Change: Academic Appeals: Informal Mediation**

The change was posted on the SGS Graduate Webposting System for comment for the normal fourteen day period. No comments were received. With GEC approval, the proposal will be sent for approval by the Academic Policy and Programs Committee of Academic Board. The Dean called on Vice-Dean Smith to present the motion. A revised motion sheet was distributed to all members at the start of the meeting on yellow paper. The revised motion uses language that makes the intent of the motion clearer.

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

**THAT** Graduate Education Council approve the proposal of the School of Graduate Studies (SGS) to change the Academic Appeals: Informal Mediation section of General Regulations in the SGS Calendar as detailed in the attached extract from the SGS Calendar, in order to:

- allow students to seek mediation or advice from the SGS Vice-Dean at any stage before filing and until the hearing of any appeal, and
- formalize the existing practice whereby, if there is a perceived or actual conflict of interest with the Vice Dean, the student will have access to an alternate mediator.

This change is effective immediately.

Vice-Dean Smith thanked the Graduate Student’s Union (GSU) for assistance in clarifying motion language. The President of the GSU said the GSU was appreciative of the speed with which SGS had responded to its suggestion. There being no further discussion, the Dean called the question.

The motion was CARRIED.

9 **Disestablishment and Re-establishment of Units:**

9.1 **Industrial Relations and Human Resources, Centre for**

The proposal arose out of a recommendation from an internal SGS review of the Centre undertaken in October 2008. The Faculty of Arts and Science approved the establishment of the Centre for Industrial Relations and Human Resources as an EDU:A within the Faculty at its Faculty Council meeting on April 6, 2009.

If approved by GEC, the proposal for the disestablishment within SGS will be brought to the Planning & Budget Committee and the Academic Board for approval, and to Governing Council for final approval. The Faculty of Arts and Science, through its established governance processes, has the authority to establish an EDU:A subject to required University approvals. Professors David Klausner and Frank Reid were present to answer questions. The Dean called on Vice-Dean Cowper to present the motion.
**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the School of Graduate Studies that the Centre for Industrial Relations and Human Resources (EDU:A) be disestablished within the School of Graduate Studies and re-established as an EDU:A within the Faculty of Arts and Science, effective July 1, 2009, pending approvals.

As no discussion arose, the Dean called the question.

The motion was CARRIED.

9.2 **Knowledge Media Design Institute**

The Memorandum of Agreement between the Knowledge Media Design Institute and the Faculty of Information was distributed to members on yellow sheets at the beginning of today’s meeting. Graduate Education Council approval is final for the disestablishment of the Knowledge Media Design Institute as an EDU:C within SGS. The Faculty of Information, through its established governance processes, has the authority to establish an EDU:C. Professors Jens-Erik Mai and Ron Baecker were present to answer questions. The Dean called on Vice-Dean Cowper to present the motion.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the School of Graduate Studies that the Knowledge Media Design Institute (EDU:C) be disestablished within the School of Graduate Studies and be re-established as an EDU:C within the Faculty of Information, effective July 1, 2009, pending approvals.

It was noted that, as Graduate Education Council approval was final, the phrase “pending approvals” in the motion was unnecessary.

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

**THAT** Graduate Education Council approve the proposal of the School of Graduate Studies that the Knowledge Media Design Institute (EDU:C) be disestablished within the School of Graduate Studies and be re-established as an EDU:C within the Faculty of Information, effective July 1, 2009.

Seeing no further questions, the Dean called the question.

The motion was CARRIED.

10 **New Collaborative Program: Diaspora and Transnational Studies, Collaborative Master’s and Doctoral Program in,**

The proposal was approved at the Faculty of Arts and Science Three Campus Graduate Curriculum Committee (3CGC) on April 15, 2009. At the 3CGC meeting it was asked why a new program was being created rather than adding a new field to an existing program. It was explained that it was necessary to create a new program because the only program which is similar is Ethnic and Pluralism Studies. However, that program focuses on the relationship
between nationalities within Canada; the new program in Diaspora and Transnational Studies will focus on transnationalism and how relations shape identities within Canada.

GEC approval is the final University of Toronto approval. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The proposal will be submitted to OCGS for appraisal. Professor Ato Quayson was present to introduce the topic and answer questions. The Dean called on Vice-Dean Cowper to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science for a new graduate Collaborative Master’s and Doctoral Program in Diaspora and Transnational Studies, to be housed within SGS Division I (Humanities) for administrative purposes, and with the Faculty of Arts and Science as the program’s lead Faculty, effective September 2009.

Professor Quayson explained that the new Collaborative Program derives from energies generated from an existing undergraduate program. Several students have enquired about continuing studies on the topic at the graduate level. There has also been a show of interest worldwide in the subject, demonstrating that there is an appetite for graduate training in this field. Diaspora and Transnational Studies (DTS) distinguish themselves from migration studies. Migration studies are heavily social-science oriented, and focus primarily on dynamics of settlement of peoples in, for example, the areas of public health concerns, labour market, etc. DTS, by contrast, focus on migrant groups and processes of translocalization. It is not enough to concern ourselves with what Somalians do to become integrated into Canadian society, but DTS focus is on how the dynamics of settlement allow people to become “translocal”. The distinction between the proposed program and the Ethnic and Pluralism Studies program is clear - the existing program belongs to the migration school with its focus on inter-ethnic relations, and it is exclusively social sciences-oriented. The existing program is also concerned with sub-national interests, such as Quebec and aboriginal studies. DTS is also be interested in ethnic relations, but Quebec issues, for example, but would not be a priority. The DTS combines humanities and social science perspectives. The third difference between DTS and Ethnic and Pluralism Studies is that DTS is inherently comparative. The core of the program is the quest for heritage; but Canada being a multi-cultural society, it is important to contrast and compare with experiences elsewhere.

Professor Quayson added that the Collaborative Program would have two core requirements:

(i) A comparative methods course to be delivered by at least two instructors from contrasting fields, with an integrated component that requires students to do a project which might involve ethnographic field work and archival study or a documentary. Archival study might, for example, involve creating an annotated bibliography. Ethnographic fieldwork would involve the study of a community in a rigorous manner so as to get students to view their fieldwork in a comparative manner.

(ii) A second course with a thematic change every year. This might be a course on Jewish storytelling, or cosmopolitanism and literature, or Chinese business networks, all of which we are capable of delivering.

Professor Quayson concluded his introduction by noting that the Collaborative Program would be self-sustaining. No budget issues are anticipated for participating programs. The
program is expected to expand progressively on a seven-year plan. The ultimate objective is to make this the best centre of its kind in the world.

A member asked whether the Collaborative Program’s location in the humanities might pose a problem for students in the Social Sciences. Professor Quayson replied that locating the program in SGS Division I (Humanities) was a purely administrative matter and would not impact on the academic side of the program, including access by students registered in other SGS Divisions. The Dean noted that in theory, programs in any of the four Divisions could participate if interested, and that this was one of the strengths of the Collaborative Program mechanism.

A member asked if the required courses for the collaborative program would be in addition to a student’s home program requirements. Professor Quayson replied that this was not the case. A menu of courses pre-approved by the Collaborative Program Committee would be provided from offerings by the various participating programs. So students in the Collaborative Program would find that their required courses are already integrated in their home program. Any thesis project would have to be approved by the Collaborative Program Committee and need to have some bearing on DTS.

A member asked if students in the program would have access to the Collaborative Program’s courses if they were not registered in the Collaborative Program. Professor Quayson replied that this was not clear yet; the Collaborative Program will only offer two courses initially. He also noted that the proposed expansion in the number of participating programs would be facilitated by the fact that the mechanism for adding and removing participating programs was fairly smooth.

As there was no further discussion, the Dean called the question.

The motion was CARRIED.

11 Program Requirement Changes:

11.1 Cinema Studies, M.A.

The proposal was approved by the Cinema Studies Graduate Committee on February 2009. It was approved by the Faculty of Arts and Science Three Campus Graduate Curriculum Committee (3CGC) meeting on April 15, 2009; there was no substantive discussion at the meeting. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. The Dean called on Vice-Dean Cowper to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the M.A. in Cinema Studies program so the elective courses are no longer derived from “CIN1003H, CIN1539H, CIN6155H, CIN6156H, CIN6803H”, but from “elective CIN courses”, and that the list of elective courses is subject to change, effective September 2009.

No discussion arose; therefore the Dean called the question.

The motion was CARRIED.
11.2 Criminology, M.A., Ph.D.
The Graduate Coordinator consulted widely with graduate students and found broad support. The proposal was approved by the Centre of Criminology Faculty on January 14, 2009, and by the Committee on SGS Centres and Institutes on February 26, 2009. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. Professor Scot Wortley was present to answer questions. The Dean called on Vice-Dean Cowper to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the School of Graduate Studies to change the program requirements of the M.A. and Ph.D. in Criminology program to increase the number of courses that students may substitute from outside graduate units in lieu of optional courses in Criminology from 1.0 to 1.5 FCE. The overall number of elective courses required remains unchanged. This change is effective September 2009.

A member asked whether the motion ought to make the optional courses from outside the department subject to the approval of the Graduate Coordinator. Professor Wortley responded that this approval was actually required, and it would doubtless be a good idea to explicitly state this in the motion.

Revised MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the School of Graduate Studies to change the program requirements of the M.A. and Ph.D. in Criminology program to increase from 1.0 to 1.5 FCE the number of courses that students may, with approval of the Graduate Coordinator, substitute from outside graduate units in lieu of optional courses in Criminology. The overall number of elective courses required remains unchanged. This change is effective September 2009.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

11.3 European, Russian and Eurasian Studies (ERES), M.A.
This proposal was approved by the CERES Academic Committee. It was approved by the Faculty of Arts and Science Three Campus Graduate Curriculum Committee (3CGC) meeting on April 15, 2009; there was no substantive discussion at the meeting. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. Professor Robert Austin was present to answer questions. The Dean called on Vice-Dean Cowper to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the program requirements of the M.A. in European, Russian and Eurasian Studies program as follows:
• to add ERE 2001H “Gateway Pro-Seminar to European, Russian and Eurasian Studies” as a required course, and

• to add the requirement of a 30 to 40 page master’s essay to the requirements of ERE 2000Y, which is already a required course.

Overall FCE requirements for the program are not changing. This change is effective September 2009.

A member asked why the master’s essay was being added as a requirement to ERE 2000Y. Professor Austin replied that the course had been offered for over ten years in this form, but this proposal makes it explicit and sets the length.

Another member asked if students currently enrolled in the course would be required to take the additional course. Professor Austin replied that the course already existed as an optional course, and that all students enrolled this year and last had taken it, since the Department strongly encouraged them to take it. No students currently enrolled in the program were expected to be affected by this change, only students enrolling in the Fall.

As there was no further discussion, the Dean called the question.

The motion was CARRIED.

11.4 Forest Conservation, M.F.C.

The proposal was approved by the Faculty of Forestry Graduate Education Committee on March 16, 2009. Dean C.T. Smith has approved the proposal on behalf of the Faculty of Forestry Council. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. Professor Paul Cooper was present to answer questions, if any. The Dean called on Vice-Dean Cowper to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Forestry to change the program requirements of the Master of Forest Conservation (M.F.C.) program to no longer require FOR3011H “International Forest Conservation Field Camp” but to instead require 0.5 FCE chosen from:

• FOR3011H “International Forest Conservation Field Camp”;

• FOR1585H “Urban Forest Conservation Field Camp”; or

• another eligible field course with the approval of the Graduate Coordinator, Faculty of Forestry, and subject to the requirements of the unit offering the course.

The overall number of required FCEs is not changing. This change is effective September 2009.

A member asked what the current thinking was about students needing fieldwork in this type of program. Professor Cooper replied that it was still felt to be necessary, but because the mandatory field camp was international, it did not always match with students’ interests and costs were significant. It was decided that the other field camps, which are located in North
America would also be suitable. This proposal does not remove field camp experience as a requirement.

There was no further discussion, therefore the Dean called the question.

The motion was CARRIED.

11.5 Management, Ph.D.

The proposal was approved by the Faculty’s Executive Committee at its November 14, 2008 meeting. It has been approved by Vice-Dean Peter Pauly on behalf of the Faculty of Management Council. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. Professor Alexander Dyck was present to answer questions, if any. The Dean called on Vice-Dean Cowper to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Management to change the program requirements of the Ph.D. in Management program to replace the existing breadth requirement with a new required full-year first-year course, MGT XXXX “Research Methods in Business”, effective September 2009.

A member asked if adding this course changed the overall requirements. Professor Dyck replied that, viewed in light of recent students it would be a slight increase. The program had temporarily suspended its breadth requirements in 2005; viewed in light of the old breadth requirement, this proposal was actually a slight decrease in overall requirements.

The Dean asked if a course number would be provided soon for the new course.

Professor Dyck replied in the affirmative.

There being no further discussion, the Dean called the question.

The motion was CARRIED.

11.6 Music Performance (Instrumental field), M.Mus.

The proposal was approved by the Faculty’s Executive Committee on February 10, 2009. GEC approval is final. It will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. Professor Gregory Johnston was present to answer questions. The Dean called on Vice-Dean Cowper to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Music to change the program requirements of the M.Mus. in Music Performance (Instrumental field only) by replacing the requirement that students complete 1.0 FCE chosen from a specified list approved by the department, students in brass, organ, percussion, strings and woodwinds be required to complete 1.0 FCE as two years of ensemble performance, while students in accordion, guitar, harp, and piano be required to complete 1.0 FCE elective courses from a specified list approved by the department. The overall number of required FCEs for both groups of students is not changing. This change is effective September 2009.
Professor Johnston noted that “organ” should be removed from the list of students being required to participate in ensemble performance, and that “harpsichord” and “organ” should be added to the list of students being required to take the elective course.

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

**THAT** Graduate Education Council approve the proposal of the Faculty of Music to change the program requirements of the MMus in Music Performance (Instrumental field only) by replacing the requirement that students complete 1.0 FCE chosen from a specified list approved by the department, students in brass, percussion, strings and woodwinds be required to complete 1.0 FCE as two years of ensemble performance, while students in accordion, guitar, harp, harpsichord, organ and piano be required to complete 1.0 FCE elective courses from a specified list approved by the department. The overall number of required FCEs for both groups of students is not changing. This change is effective September 2009.

The Dean asked if the Faculty Council had approved the proposal. Professor Johnston explained that it was part of the normal process for proposals from the Faculty of Music to receive approval from the Faculty’s Executive Committee before being brought to Graduate Education Council, and noted that the Dean of the Faculty chaired this committee.

A member asked for the rationale for the two lists. Professor Johnston explained that the Faculty was interested in encouraging all students to participate in larger ensembles, but this was not practical for the students in the second list.

Another member asked how the ensemble work would break down in terms of program requirements. Professor Johnston explained that each ensemble year would result in 0.5 credit for students, totaling 1.0 FCE for the two years of ensemble work. He added that the Faculty tried to be flexible about matching students with ensembles but that students were not guaranteed to get the ensemble they wanted.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

12 Other Business

There was no other business.

13 For Information:

13.1 Admissions and Programs Committee: Annual Report 2007-08

The Dean drew members’ attention to the A&P Committee’s annual report which was distributed to members with the agenda. A very significant item, it illustrates the special considerations and decisions made outside SGS normal practice. She expressed her hope that members would agree that the committee is operating in an appropriate manner.

13.2 Audit of Student Files 2008-09: Report

The Dean brought to members’ attention the SGS Audit of Student Files report which was distributed to members with the agenda. She noted the University’s distinctively decentralized approach to official student records. As a result it is very important that every department
have good file management practices and that all documents be in order for every student. Thus every year SGS officers spend a great deal of time reviewing a set of files. The report describes the nature of errors and proportion found. SGS communicates with Departments on best practices. The process is part of SGS efforts to maintain order with student files. The diligent and careful work of Student Services officers in managing audits is appreciated.

13.3 Concurrent Registration Option (CRO): Guidelines
At its meeting of January 20, 2009, the SGS Graduate Education Council approved a new regulation for Concurrent Registration Option (CRO) at the master’s degree level effective September 2009. Guidelines for implementing the new regulation were distributed with the agenda and will be reported to the Office of the Provost for information. The guidelines are also posted on the SGS Policies & Guidelines webpage:
http://www.sgs.utoronto.ca/governance/policies.htm

13.4 Dentistry, M.Sc., Ph.D.: Program Requirement Changes (Revised Motion)
A revised motion and Calendar entry were distributed with the agenda. The revised motion clarifies and more accurately reflects the proposal to change the program requirements for the Dentistry Program (M.Sc. and Ph.D.), Faculty of Dentistry, as approved at the GEC meeting on February 17, 2009. The original motion was also distributed with the agenda for reference. The Faculty of Dentistry has been extensively consulted in preparing the revised wording.

13.5 INC Grade: Guidelines
The guidelines distributed with the agenda clarify and guide the use of non grade notations, in particular INC. The guidelines are effective immediately. They will be reported to the Office of the University Registrar for information and are also posted on the SGS Policies & Guidelines webpage: http://www.sgs.utoronto.ca/governance/policies.htm

13.6 Time Limit for Completion of Program Requirements, Ph.D.: Regulation Change
An extract from the SGS Calendar was distributed with the agenda, detailing a minor change to SGS Degree Regulations. This change aligns the regulation wording with current practice and highlights the term “Candidacy” in the sub-heading. Dean Pfeiffer has approved the minor wording change on behalf of Council.

An extraneous instance of the words “up to” in the extract that was distributed with the agenda (just before the first insertion of “12 months”) was noted..

14 Adjournment
The meeting adjourned at 4:35 p.m.

__________________________________________  ________________________________________
Jane Alderdice, Secretary                  Date