The meeting was called to order at 3:10 pm. Dean Brian Corman welcomed all members and visitors, especially new members. 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 **November 17, 2009** will adjourn no later than 5:00 p.m.

The motion was **CARRIED**.

The Dean called for a motion to approve the agenda.

**MOTION** (duly moved and seconded)

 THAT the agenda of the Graduate Education Council meeting of **November 17, 2009** be approved.

The motion was **CARRIED**.

1 **Minutes of the Graduate Education Council Meeting of May 19, 2009**

The minutes of the May 19, 2009 meeting were distributed with the agenda.

**MOTION** (duly moved and seconded)

 THAT the minutes of the Graduate Education Council meeting of **May 19, 2009** be approved.

The motion was **CARRIED**.

2 **Business Arising from the Minutes**

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

**Master of Global Affairs (MGA) (new program)**

The new Master of Global Affairs (MGA) program was approved by the Graduate Education Council (GEC) on January 20, 2009. It was subsequently approved by Governing Council on April 16, 2009 and by the Ontario Council on Graduate Studies (OCGS) on September 21, 2009. The program now has final approval to commence, effective September 1, 2010.

**Centre for Industrial Relations and Human Resources (CIRHR) (disestablishment & reestablishment)**

Disestablishment of the Centre for Industrial Relations and Human Resources as an EDU:A within SGS and its reestablishment as an EDU:A within the Faculty of Arts and Science was approved by
GEC on April 21, 2009. The proposal received final approval from Governing Council on June 23, 2009 with an effective date of July 1, 2009.

With this move there are no longer any Centres or Institutes residing in the School of Graduate Studies (SGS)

Public Health Sciences program (renaming of degree from MHSc to MPH)

The proposal to change the name of the Master of Health Science (MHSc) degree in the Public Health Sciences program to Master of Public Health (MPH) degree was approved by GEC on May 19, 2009, and subsequently by the Committee on Academic Policy and Programs of Academic Board (AP&P) on September 15, 2009. It was approved under Summer Executive Authority of Academic Board on September 24, 2009 and approved by OCGS on September 29, 2009, effective the November 2009 Convocation.

The hood for the Master of Public Health (MPH) degree is the same as the Master of Health Science (MHSc) degree, approved by GEC on May 19, 2009. Approval to use the MHSc hood for the MPH degree was granted by the Ceremonials Committee of Academic Board on October 26, 2009.

Master of Science in Applied Computing (MScAC) (new program)

The proposed Master of Science in Applied Computing (MScAC) program was approved by GEC on May 19, 2009. It has since been approved by AP&P on September 15, by the Planning and Budget Committee of Academic Board (P&B) on October 28, and by Academic Board on November 12, 2009. Final approvals from Governing Council and OCGS are still pending.

Master of Engineering in Telecommunications (MEngTel) (program closure)

The closure of the Master of Engineering in Telecommunications (MEngTel) program was approved by GEC on May 19, 2009. It has since been approved by AP&P on September 15, 2009, by P&B on October 28, 2009, and by Academic Board on November 12, 2009. Final approval from Governing Council is still pending.

3 Dean’s Remarks

3.1 Introductions

The Dean introduced the Deans and senior staff of SGS:
Berry Smith, Vice-Dean Students
Liz Smyth, Vice-Dean Programs
Jane Alderdice, Director of Quality Assessment and Governance, and Secretary to Council
Rodney Branch, Director of Information Systems
Jane Freeman, Director of English Language and Writing Support
Heather Kelly, Director of Student Services
Christy Kim, Director of Support Services
Anil Purandaré, Governance Officer and Assistant Secretary to Council

3.2 Orientation for GEC Members

Dean Corman explained that new policies and regulations, changes to existing ones, and new program proposals of all kinds require GEC approval before going to higher levels of governance. New policies and regulations, and changes to existing policies and regulations, may be reviewed by the GEC as the first step in governance action. Admission and program regulation changes are proposed by departments, and are first approved by Faculty Council and then reviewed for final approval by GEC. New program proposals are approved by the Faculty Council before being presented at GEC and will
proceed to Academic Board and its committees and Governing Council for final approvals. The Dean stressed the importance of scrutiny, especially where approval is final, and the importance of questioning items where information is not clear. However, GEC is not expected to question the academic judgment of individual programs in the construct of their regulations or proposals. GEC members should focus on whether procedures have been followed appropriately, whether the appropriate consultations have taken place, whether the proposals are clear, sensible, transparent, and so forth. If proposals are found wanting, GEC can send them back to the Faculty Councils they came from to request further information; but it is not the role of GEC to amend Faculty Council proposals with regard to programs or courses. The Dean noted that the role of members in decision making required them to use their own good judgment, but as elected representatives; that is, members are not representing their department or division directly. The Dean concluded by remarking on the diverse policies and guidelines in existence and invited members to ask questions when they had any about the regulatory environment affecting a given proposal.

Ms. Alderdice, Secretary to GEC, discussed the different types of documents for approval: policies, new programs, program changes and OCGS Briefs. For items requiring approval, there will be a motion cover sheet. Besides the motion itself, the motion sheet advises of previous governance action and consultations, including a summary of discussion points that occurred to date. The motion sheet also identifies the approval route to final approvals and identifies the set of supporting documents for that item. The defined routing for all graduate governance items can be found on the SGS website under the Governance and Policy tab, Governance Procedures drop-down menu. Any proposal requiring GEC approval, including admission or program requirement changes, is considered a “Major” change for routing purposes – even if the change itself is relatively “minor”. Ms. Alderdice went on to describe the governance process in more detail: the Faculty Graduate Affairs Offices, which consist of a Vice-Dean, Graduate Studies, and a graduate administrator, are involved in the initial stages of proposal development involving proposed curriculum changes or new program proposals. The Graduate Webposting System (GWS) is the first step in graduate governance prior to Faculty Council approval. It is an opportunity for any member of the University community to provide feedback. The GWS is accessible on the SGS website as the first item in the dropdown from the Resources and Services tab. More information is available on the website; a handout on yellow paper was distributed at the start of the meeting with the relevant links, as was the SGS staff directory (on plain paper). She concluded by saying that staff at SGS are available to answer questions that arise during the year including, of course, Mr. Anil Purandaré and herself for Council-related matters.

A member asked whether proposals could come forward without following the defined procedures. The Dean replied that while it was impossible to completely prevent such things from happening, he hoped that they would not, and that members had a part to play in directing proposals through established governance steps.

### 3.3 SGS Orientation for Academic Administrators (October 13, 2009)

SGS held an orientation for new graduate Chairs, Directors and Graduate Coordinators on October 13, 2009. Topics on the agenda included student academic progress and completion, quality and graduate education, governance and academic appeals, information services, and student services. The presentation slides are available on the SGS website.

SGS also held an orientation for graduate staff administrators on October 8, 2009 with a similar list of topics.

### 3.4 Update on the Ontario Council on Graduate Studies (OCGS)

The major change underway is the end of the periodic reviews run by Ontario Council on Graduate Studies (OCGS). OCGS reviews are in their final year. What will replace them is a new
Quality Assurance (QA) Board which will generate a system that responds much more to the individual university sense of what is appropriate for assurance. In other words, the University will need to have a QA process approved by the new Board. Once approval is in place, will be a new framework for reviews of programs, and no longer a need for those reviews to focus on graduate programs only. The new procedures will affect programs, departments and units, both graduate and undergraduate. There is great potential gain for U of T in this new model. The final framework document for the new QA Board is under final revision. The matter is now in the hands of the Ontario Council of Academic Vice-Presidents.

A member asked what the frequency of reviews would be in the new model and whether they could be aligned with department reviews. The Dean responded that the maximum time would be eight years (according to the latest draft), and that the intention was to have them aligned; i.e. if a department required 5 year reviews, it could do this one at the same time.

3.5 Reimbursement for Thesis Honoraria and Travel Expenses for External Examiners (SGS Memo 2009-003)

The School of Graduate Studies provides graduate units with a $100 honorarium for the appraisal of each doctoral thesis and $500.00 to help defray travel costs for each exam where the examiner attends in-person. In the past, a memo has been sent to graduate units every fall requesting the estimated number of doctoral oral exams expected to take place in the current fiscal year. Following from the responses received from graduate units, transfers are made based upon the estimated number of doctoral oral exams less the reconciled adjustment from the prior fiscal year.

Effective for the 2009/2010 academic year, SGS will synchronize payments of honoraria with remuneration to graduate units for external examiners’ travel. This transfer will occur twice per year, in March and in May.

4 Report of the Vice-Dean, Programs

4.1 Final Oral Examinations (FOE) Online Preapproval Form Revisions

Vice-Dean Liz Smyth described how SGS had been attempting to further streamline the online approval process. A handout on plain paper was distributed at the start of the meeting, depicting two versions of the Final Oral Examination Online Pre-Approval form: 1) the Grad Admin Interface, and 2) the SGS Interface. Most members might be unfamiliar with the first version of the form because it is completed by administrative staff. She noted that SGS was requesting that external examiner CVs be uploaded directly. SGS regulations require four people for quorum, but recommended an additional person, particularly if an exam involved electronic collaboration, to ensure that quorum is available at all times. She drew members’ attention to the second version of the form, explaining that there are times when SGS requires additional clarification, e.g., to determine the arm’s-length relationship of external examiners. SGS has found the online preapproval an efficient way of tracking Final Oral Examinations.

A member asked how the arm’s-length relationship was defined. The Vice-Dean replied that some collaborations may be acceptable, such as contributing to a common dataset. Any information that departments provide is appreciated.

4.2 Updates on Graduate Appointments

All participants at a Final Oral Examination and members of examining committee must be members of Graduate Faculty. Departmental administrators and Graduate Coordinators will understand the categories of appointments more clearly. The Vice-Dean indicated that there might be further clarifications at the next meeting of GEC. SGS is trying to streamline and clarify the categories and
understands the frustrations experienced by departmental administrators and Graduate Coordinators who must make use of the categories

5 Report of the Vice-Dean, Students

5.1 Graduate Professional Skills (GPS) program
   Vice-Dean Berry Smith reported that the GPS program was a success in its first stages, with 500 enrolled. The program offers 35 distinct offerings from 12 service areas around the University. Some offerings were already extant, but there are a few new ones as well. A website with more information is available. If there are any questions, they can be directed to the Program Coordinator, Jeff Richardson, to Ms. Heather Kelly, Director of Student Services, or to the Vice-Dean.

5.2 Graduate Room:
   This facility is available for graduate students and associated graduate activities. It is located at the north-west corner of campus, at Graduate House at the corner of Harbord St. and Spadina Ave. It has two levels. On the main floor is a drop-in centre with coffee and snacks, fully wired for laptops, etc; its hours are from 7 a.m. to 8 p.m. Downstairs is a multi-purpose space available for graduate functions – bookable at no charge for the room itself, and able to accommodate 40 to 50 people. It can be configured for meetings or as empty space, and is equipped with surround sound. Book ahead as demand is heavy, but there is availability. Contact Jeff Richardson for more information.

5.3 Electronic Theses
   The transition to electronic submission is complete – all theses must now be submitted electronically and are deposited in the University’s electronic repository, T-Space. Submitters can choose to restrict access, but if no restrictions are specified, theses are generally available. The transition has been very smooth.

6 New Diploma Programs: 1) Anesthesia Care, Master of Nursing (Nurse Practitioner field) Concurrent Diploma (GDipNPAC) and 2) Anesthesia Care, Post Master of Nursing (Nurse Practitioner field) Diploma (GDipNPAC)
   The proposal was unanimously approved at the Faculty of Nursing Council meeting on November 9, 2009. No substantive discussion arose at the meeting. If approved by GEC, the proposal will be brought to the Academic Policy and Programs Committee, the Planning and Budget Committee, and the Academic Board of Governing Council for approval, and to Governing Council for final University of Toronto approval. The proposal will be submitted to OCGS for a standard appraisal.
   Professor Elizabeth Peter had sent her regrets. Professor Judy Watt-Watson and Professor Krista Keilty (Director of the Nurse Practitioner Program) were available to present the item to Council and to answer questions.
   At the Dean’s invitation, Professor Watt-Watson explained that two new graduate diplomas were envisioned. The first is a concurrent diploma, which is an OCGS Type 2 diploma for students currently enrolled in the Master of Nursing, Nurse Practitioner Field. The second diploma is an OCGS Type 4 post master’s diploma, for those who have already graduated with a master’s degree and are Nurse Practitioners. The concurrent diploma has 2 sessions embedded in the master’s program and 1 separate session for the diploma; students enrolled in the concurrent diploma program cannot obtain it without graduating with the Master of Nursing. The post master’s diploma requires three sessions. The Faculty has been a leader in Canada in Nurse Practitioner education for many years. There are no other Anaesthesia Care graduate diplomas offered in Canada, so there is need for the proposed program.
Funding from Ministry of Health and Long-term Care has been secured. There have been extensive consultations both in the internal Faculty community as well as with external affiliates, including the Department of Anesthesia, Faculty of Medicine, and other nursing organizations. Total enrolment is projected at ten students. No field changes are required for this program, nor are there additional facility or space needs. The workload will be shared by faculty and colleagues at hospitals and affiliates.

The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

THAT Graduate Education Council approve the proposal of the Bloomberg Faculty of Nursing for a new graduate program leading to a Master of Nursing (Nurse Practitioner field) Concurrent Diploma in Anesthesia Care (G DipNPAC) (OCGS Type 2) for students in the Master of Nursing program, and for a new graduate program leading to a Post Master of Nursing (Nurse Practitioner field) Diploma in Anesthesia Care (G DipNPAC) (OCGS Type 4) for students who have already completed the Master of Nursing (Nurse Practitioner field) program, effective January 1, 2011.

A member asked if there was a restriction on completing two credentials at the same time and if so, whether this might contravene it. The Dean replied that obtaining a graduate diploma and degree is acceptable within an approved program structure such as this.

A member noted that the concurrent diploma appears to require a steep increase in clinical hours in year two of the program, and asked how students had responded to this. Professor Watt-Watson noted that the program requirements were needed to ensure students met requirements for scope of practice, and that the hours were broken across three sessions. Professor Keilty added that the number of hours had been chosen after consulting with bodies such as the Faculty of Medicine and the College of Nurses of Ontario; it is important that students are prepared for College requirements. As well, benchmarks set by universities in the United States and qualifications required in Europe and other jurisdictions had been considered. Feedback from students indicated that the program structure is feasible. There is demand for the program.

Seeing no further discussion, the Dean called the question.

The motion was **CARRIED**.

### 7 Admission Requirement Changes: East Asian Studies, MA

The proposal was approved by the Departmental Faculty Meeting on March 20, 2009. It was subsequently approved by the Faculty of Arts and Science Three-Campus Graduate Curriculum Committee on October 15, 2009; no substantive discussion arose 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 invited Professor Atsuko Sakaki to speak to Council. Professor Sakaki remarked that the case for the proposal was very clear, and that it involved a few changes to the MA program admission requirements.

The Dean called on Vice-Dean Smyth 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 admission requirements of the MA in East Asian Studies as follows:
• remove mention of a Specialist in East Asian Studies from the undergraduate degree requirements;
• allow those without an undergraduate Major in East Asian Studies to be considered for admission, provided they demonstrate sufficient scholarly interest and academic preparation in East Asian Studies;
• make the change effective September 1, 2010.

As no discussion arose, the Dean called the question.

The motion was CARRIED.

8 Admission and Program Requirement Changes: Classics, MA, PhD

The proposal was approved by at a department meeting on May 8, 2009. The Faculty of Arts and Science Three-Campus Graduate Curriculum Committee subsequently approved it on October 15, 2009; no substantive discussion arose at the meeting. GEC approval is final for admission and program requirement change proposals. They will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.

Professor Alison Keith remarked that in 2008-09, the department recently undertook a comprehensive review of its programs. The review was guided by the OCGS and Faculty of Arts and Science reviews. It concluded that the program had insufficient breadth and depth. The proposal includes a new and broader stream of courses. These will help provide students with skills for the Qualifying Exams, which are reformatted in the proposal. The proposal also brings the program in line with SGS norms, and aligns the Calendar with current practice in the department.

The Dean called on Vice-Dean Smyth to present the motion for the MA admission requirement changes.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the admission requirements of the MA in Classics by allowing applications from undergraduates with degrees in related disciplines other than Classics and by easing the language requirements by requiring two full years of training in either Latin or Greek (the language requirement for the other language is unchanged: at least three and preferably four full years of training). This change is effective September 1, 2010.

The Dean called on Vice-Dean Smyth to present the motion for the MA program requirement changes.

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 MA in Classics as follows:
• replace the required courses GRK 2000H, GRK 2100H, LAT 2000H and LAT 2100H with a requirement to take 2.5 FCEs from the GRK and LAT 13XX and 18XX series of courses chosen in consultation with the graduate coordinator. This does not change overall FCE requirements.
• reformat the MA Examination cycle, which was previously linked to GRK 2000H, GRK 2100H, LAT 2000H and LAT 2100H, by having the exams stand on their own and be graded. The new format of the exams will contain translation only (no commentary,
which will now become a component of the new GRK and LAT 18XX-series courses), and will include both prose and poetry.

- change the name of the “MA Special Essay” to “Graduate Research Paper” (without changing it in substance).
- clarify the requirement to complete GRK and LAT 1000H or their equivalents. The minimum grade required for all MA students is B-. For equivalent undergraduate courses taken in lieu of GRK and LAT 1000H, the minimum grade required is B+.
- make the changes effective September 1, 2010.

The Dean called on Vice-Dean Smyth to present the motion for the PhD admission requirement changes.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the Faculty of Arts and Science to change the admission requirements of the PhD in Classics by allowing applications from students with MA degrees in related disciplines other than Classics. This change is effective September 1, 2010.

The Dean called on Vice-Dean Smyth to present the motion for the PhD program requirement changes.

**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 PhD in Classics as follows:

- remove the requirement to take courses GRK 2000H, GRK 2100H, LAT 2000H and LAT 2100H. This does not change overall FCE requirements.
- reformat the Qualifying Examination cycle, which was previously linked to GRK 2000H, GRK 2100H, LAT 2000H and LAT 2100H by having the exams stand on their own and be graded. The new format of the exams will contain translation only (no commentary, which will now become a component of new GRK and LAT 18XX-series courses), and will include both prose and poetry.
- add the requirement of sight translation as part of the Qualifying Examination cycle.
- changing the name of the “Qualifying Essay” to “Graduate Research Paper” (without changing it in substance).
- replace the Minor field requirement (CLA 3500H) with increased research seminar requirements. Increase the number of seminars from five research seminars to eleven seminars, including at least six research seminars, of which two must be outside the student’s area of concentration. Require students to maintain an at least A- average in seminars. Relax the timing of the seminar requirements.
- make the change effective September 1, 2010.

A member asked why the entrance language requirements were being relaxed. Professor Keith replied that there were fewer and fewer applicants every year meeting the existing requirements in both languages. The department wanted to relax the requirements for one of the languages so as to continue attracting students with excellent research skills who had sufficient depth in one but not both languages. She also noted that the exit language standards of the program were not changing.
A member inquired whether there really were non-Classics students who had sufficient background in one but not both languages. Professor Keith answered that this was surprisingly frequent based on the department’s undergraduate offerings. For example, students can take a double-major in Classics and another discipline, and obtain this type of background as a result.

A member noted that the proposal seemed intended to streamline and shorten the program, but appeared to be adding an exam. Professor Keith explained that the proposal was not adding an exam, as the existing program already had these exams embedded as part of required courses. The proposal is dropping a minor field requirement and replacing this with new coursework requirements.

A member asked whether students who had benefitted from the broadened entrance language requirements might have difficulty in meeting the maintained language levels in the exams. Professor Keith responded that the department had worked hard to ensure the program was paced so that students with lower language skills would be able to succeed by the time they faced the exams, and that the department had good supports for such students.

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

The motion was CARRIED.

9 Program Requirement Changes:

9.1 Biomedical Communications, MScBMC

The proposal was approved by the Faculty of Medicine Graduate Curriculum Committee on October 15, 2009; no substantive discussion arose 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 invited Professor Shelley Wall to speak to Council. Professor Wall remarked that the supporting documentation was very clear. The proposal is simply a change to how the department provides one course and is meant to accommodate students since the program has moved physically to UTM campus from St. George earlier this year.

The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the program requirements of the Master of Science in Biomedical Communications (MScBMC) by replacing the required course LMP 1012H with the required course MSC 2018H, effective September 1, 2010.

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

The motion was CARRIED.

9.2 History of Art, PhD

The change would bring the Calendar wording into line with longstanding practice at the Department. The proposal was approved by the Faculty of Arts and Science Three-Campus Curriculum Committee on October 15, 2009; no substantive discussion arose 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 Carl Knappett was present to answer questions, and was invited by the Dean to speak to Council. Professor Knappett explained that the proposal was merely a clarification stating that the exam is a three-part exam not a two-part exam.

The Dean called on Vice-Dean Smyth 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 PhD in History of Art by configuring the comprehensive examinations as a three-part exam, effective September 1, 2009.

No discussion arose; the Dean called the question.

The motion was **CARRIED**.

### 9.3 Information, MI and Museum Studies, MMSt (Concurrent Registration Option)

The proposal was approved by the Faculty’s Programs Committee on May 25, 2009. It was discussed at the meeting of the Faculty’s Executive Committee on September 24, 2009; details on the discussion arising at the meeting are on the motion sheet distributed with the agenda. The proposal was approved by the Executive Committee unanimously on October 5, 2009 by an e-mail vote. A revised Governance Form which more clearly explained the proposal was distributed at the beginning of the meeting on blue paper. 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 invited Professor Lynne Howarth to speak to Council. Professor Howarth explained that the impetus for the proposal came from two constituencies. Two years ago, the Museum Studies program moved to within the Faculty of Information. Students have since become familiar with each other and interest had grown in pursuing programs from the two programs. The second constituency from which impetus came was the marketplace, which has shown growing interest in backgrounds of both these groups.

The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the Faculty of Information to change the program requirements of the Master of Information (MI) in Information program and Master of Museum Studies in Museum Studies (MMSt) program to introduce a Concurrent Registration Option involving the two programs as outlined in the attached proposal, effective January 2010.

A member remarked that he was unfamiliar with the Concurrent Registration Option and asked whether this meant that students would receive two degrees at the end of their program. Another member noted that, at the January 2009 GEC meeting, Council had approved the introduction of the Concurrent Registration Option framework, where students would pursue two master’s level programs and receive two degrees at the same time; this proposal was just the first example of a Concurrent Registration Option under this framework. The Dean remarked that there already existed concurrent programs at the University that resulted in combined degrees.

Seeing no further discussion, the Dean called the question.

The motion was **CARRIED**.
9.4 Management, MBA (GEMBA option)

The proposal was approved by the Faculty’s Executive Council on May 22, 2009; no substantive discussion arose 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 invited Professor Peter Pauly to speak to Council. Professor Pauly noted that the proposal was purely a technical matter which would not substantially change the program but would just make its delivery more flexible.

The Dean called on Vice-Dean Smyth to present the motion.

**MOTION (duly moved and seconded)**

**THAT** Graduate Education Council approve the proposal of the Rotman School of Management to change the requirements of the Management program, Global Executive Master of Business Administration (GEMBA) (MBA degree) option, to extend the program length from 16 to 18 months and remove the list of specific international locations to allow for more flexibility, effective May 1, 2009.

A member inquired whether there would be any increase in the program’s fees. Professor Pauly answered in the negative.

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

The motion was **CARRIED**.

9.5 Music, MMus

The proposal was approved by the Faculty Council on April 28, 2009. The original required course (MUS 4620Y) is no longer offered. 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 invited Professor Gillian MacKay to speak to Council. Professor MacKay explained that the proposal was simply a housekeeping change, eliminating one course that was a more general course and replacing with a course specific to opera.

The Dean called on Vice-Dean Smyth to present the motion. The Vice-Dean noted that a minor change to the motion from what was distributed with the agenda was necessary. The name of the program should read Music Performance (as Master of Music is the name of the degree). No revised motion sheet was distributed since there were no substantive changes. Vice-Dean Smyth read the revised motion aloud to Council as follows:

**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 Master of Music (MMus) degree in the Music Performance program (Opera field only) by replacing the required course MUS 4620Y with the required course MUS 4513Y “Operatic Repertory Studies”, without altering the overall number of required courses. This change is effective retroactive to September 1, 2009.

Seeing no discussion, the Dean called the question.

The motion was **CARRIED**.
9.6 Collaborative master’s and doctoral program in Neuroscience

The proposal was approved by the Program Committee on July 17, 2009. It was subsequently approved by the Faculty of Medicine Graduate Curriculum Committee on October 15, 2009; a summary of discussion at the meeting is on the motion sheet distributed with the agenda. 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 expressed regret at the absence of Professor David Hampson. The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Medicine to change the program requirements of the Collaborative Master’s and Doctoral Program in Neuroscience as follows:

• for the master’s and doctoral levels, make explicit the attendance requirements for the University of Toronto Neuroscience Program Distinguished Lecture Series (1 year in consecutive sessions for the master’s level, and 3 years consecutively for the doctoral level).
• increase the number of poster days at which doctoral-level students must present from one to two.
• make the changes effective September 1, 2010.

No substantive discussion arose; the Dean called the question.

The motion was CARRIED.

9.7 Pharmaceutical Sciences, MSc, PhD

An updated motion sheet was distributed at the start of the meeting on blue paper. The update expanded the Prior Discussion section with more background information on the proposal and brings minor changes to the motion text. The proposal was previously approved by a Faculty Meeting which included faculty members as well as students. The change has been proposed retroactively to bring the Calendar into line with current practice; the changes already appear in the print version of the 2009-10 SGS Calendar with the notation “pending approval”. 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 invited Professor Reina Bendayan to speak to Council. Professor Bendayan explained that the proposal was intended to refine the requirements of presentations at research day. PhD students had been required to make two presentations. This requirement is being reduced to one oral presentation for students who have an MSc, and poster and presentation for direct entry students. The department could not accommodate so many students as there recently has been unprecedented graduate expansion - almost triple graduate enrolment. The Department has eliminated multiple research days and replaced them with group seminars within fields of study. The annual research day is being refined to make it more feasible and to provide more opportunities for students to present on a monthly basis.

The Dean called on Vice-Dean Smyth to present the motion.

MOTION (duly moved and seconded)

THAT Graduate Education Council approve the proposal of the Faculty of Pharmacy to change the Pharmaceutical Sciences program requirements as follows:
• for the part-time MSc, change the research presentation and Graduate Research in Progress (GRIP) attendance requirements so that all part-time M.Sc. requirements match those of the full-time MSc program.
• for the full-time MSc, eliminate the requirement for yearly attendance at Post-GRIP events, and change the timeline for oral presentation of students’ own research work from “within 12 – 24 months of beginning the program” to “after the first 12 months of registration in the program”.
• for the full-time PhD:
  • increase the normal time for coursework completion from two years to three years;
  • revise the requirement to attend Pharmaceutical Sciences departmental seminars so all students must attend a minimum of eight seminars in each academic year;
  • eliminate the requirement for students to give an oral research presentation of approximately 20-30 minutes every year after the first 12 months of registration in the program if a student presents at GRIP;
  • eliminate the requirement for yearly attendance at post-GRIP events;
  • revise the GRIP research presentation requirement so that:
    • students entering the program with an M.Sc. are only required to complete one oral presentation at GRIP, and
    • direct-entry PhD students are required to complete one oral and one poster presentation at GRIP;
  • for the flexible-time PhD, reduce the requirements compared to full-time PhD students, allowing flexible-time students to complete four departmental seminars each academic year instead of eight.
  • make these changes effective retroactively to September 1, 2009.

A member asked why the department was reducing the seminar requirement for flexible-time option PhD students to four seminars from eight seminars for full-time PhD students. Professor Bendayan remarked that the flexible-time students are primarily based in industrial settings and as a result attend a number of seminars in those settings; they present a record of these at their annual advisory committee meetings. Therefore, these students would have the equivalent number of presentations, and often more.

A member asked what “Post-GRIP” was. Professor Bendayan explained that it is a half-day event held to accommodate all the students who could not present at GRIP. Part of the rationale for the current proposal was that it had become not feasible to have all graduate students and all faculty attend both GRIP and Post-GRIP.

A member asked whether the proposal was removing annual committee meetings. Professor Bendayan replied that there would still be annual advisory committee meetings, and that these were mandatory for all graduate students.

Seeing no further discussion, the Dean called the question.

The motion was CARRIED.

9.8 Political Science, MA

The proposal consists of a program requirement change affecting the Political Economy of International Development field (the third bullet of the motion only). This proposal was approved by the Faculty of Arts and Science Three-Campus Graduate Curriculum Committee on October 15, 2009; no substantive discussion arose at the meeting.
The other changes relate to Calendar text changes which were flagged in the SGS 2009-10 Calendar review process as requiring governance approval. These other changes had not yet been formally approved by the Faculty of Arts and Science. The changed text was incorporated in the 2009-10 Calendar, marked “pending final approval”. SGS proposed that GEC approve this motion pending approval by the Faculty of Arts and Science. Pending Faculty of Arts and Science approvals, GEC approval is final for changes to admission requirements and program requirements. They will be sent for information to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.

Professor Grace Skogstad sent her regrets; Ms. Carolynn Branton (Graduate Administrator) was present to answer questions.

The Dean called on Vice-Dean Smyth 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 MA in Political Science as follows:

- require students in the Political Science field to take at least 0.5 FCE in political theory, which can be either the 0.5 FCE offered by the department specifically for this purpose (POL 2040H) or any other theory course. Also required is at least 0.5 FCE in statistics or research design. Note that POL 2502Y, POL 2503H and POL 2504H are among the courses currently offered by the department which meet this requirement.

- require all students, except those who declare Political Theory as a field, or who are enrolled in collaborative programs with a similar requirement, to complete a full year research seminar course and its required assignment of a 30-50 page research major paper. Note that POL 2810Y and POL 2811Y are the two seminars currently offered which meet this requirement.

- among other requirements, students in the field of Political Economy of International Development (PEID) must currently take 1 FCE from either the political science or political economy course lists. Change this to require students to complete one of the MA Research Seminars, POL2810Y or POL2811Y, and make political economy the focus of their research paper. This does not change the overall FCE requirements.

- make these changes effective September 1, 2009.

A member noted that the proposal was intended to bring the Calendar text into line with existing practice at the department, but that it appeared the proposal was adding a requirement for a course. Vice-Dean Smyth replied that the requirement had been listed in the Calendar previously but had not had governance approval.

A member asked why the requirements for the Political Theory field were being added. Ms. Branton explained that this had to do with a new field which had been added to the program last year; at the same time that an older field had been removed. The requirements in question existed in the old field but due to an oversight had not been listed when introducing the new field.

A member asked whether it would be more desirable to wait for Faculty of Arts and Science approval for the entire proposal before GEC approving it. The Dean remarked that this did not appear to be a difficult proposal and that it had seemed desirable to expedite the proposal. Another member noted that it might set a precedent whereby a unit might list something in the Calendar without governance approval and then have it approved retroactively as a housekeeping measure. The Dean responded that this would be unwelcome if it were done deliberately, but this did not seem to be the case with the
proposal under discussion. Another member suggested withdrawing the motion until approved by the Faculty. The Dean agreed. The motion was WITHDRAWN.

10 Other Business
There was no other business.

11 For Information:

11.1 Fall 2009 By-Election Committee Report and Updated GEC Membership
Following the last annual election, several seats remained vacant on Graduate Education Council. A by-election was held in fall 2009 which filled all the vacant seats. The report outlining the results was distributed with the agenda.

The Dean thanked Professor Jens-Erik Mai and Ms. Diana Choi, GEC members who served on the Elections Committee.

11.2 Graduate Academic Appeals Board of GEC: 2008-09 Annual Report
The Graduate Academic Appeals Board is a standing committee of Graduate Education Council which is empowered to deal with and decide upon all academic appeals by graduate students. The Board’s annual report to GEC was distributed with the agenda.

11.3 GEC Annual Report to AP&P 2008-09
Graduate Education Council (GEC) reports annually to the Academic Policy and Planning (AP&P) Committee of Academic Board on approved items where GEC approval is the final University approval. The report for 2008-09 was made at the September 15, 2009 AP&P meeting, and was distributed with the agenda of today’s meeting for information.

The Dean reminded members that the next meeting is scheduled for January 19, 2010.

Adjournment
The meeting adjourned at 4:25 pm.
Appendix to the Minutes

UNIVERSITY OF TORONTO
Record of Attendance
GRADUATE EDUCATION COUNCIL
November 17, 2009

Present (Voting & Non-voting Members)

Corman, Brian (Chair)
Bina, Bardia
Bondy, Susan
Campbell, Malcolm
Capotorto, Arianna
Damaren, Chris
Daniele, Anritha
De Nil, Luc
Gopaul, Bryan
Julian, Stephen
Keil, Charlie
Keith, Alison
Knight, Keith
Litvack, Andrea
Mai, Jens-Erik
Martin, Peter
Mount, Howard
Papangelakis, Vladimir
Pauly, Peter
Piccin, David
Pirraglia, Daniela
Radmacher, Kimberley
Roach, Lisa
Smith, Berry
Smyth, Liz
St-Amour, Michelle
Stiles, David
Sztainbok, Iliana
Tannock, Rosemary
Williams, David
Wilson, Adele
Wong, Bernard
Young, Paul

In Attendance (Guests & SGS Staff)

Branch, Rodney
Bendayan, Reina
Branton, Carolynn
Godwin, Michael
Freeman, Jane
Haley, Lisa
Hampson, David
Howarth, Lynne
Hurlihey, Victoria
Kelly, Heather
Keilty, Krista
Kim, Christy
Knappett, Carl
MacKay, Gillian
Makaroska, Vesna
Rutchinski, Steve
Sakaki, Atsuko
Saryan, Hasmik
Wall, Shelley
Watt-Watson, Judy
Yee-Sloan, Lily

Absent

Campbell, Elizabeth
Johnston, Gregory
McKenzie, Christine
Moore, Carole
Stabile, Mark

Alderdice, Jane (Secretary to Council)
Purandaré, Anil (Assistant to Secretary)