Dean Brian Corman welcomed all members and visitors, and called the meeting to order, at 3:10 p.m.

**MOTION (duly moved and seconded)**

THAT the Graduate Education Council meeting of March 16, 2010 will adjourn no later than 5:00 p.m.

The motion was CARRIED.

**Approval of the Agenda of the Graduate Education Meeting of March 16, 2010**

The proposal for a new hood for the Master of Health Informatics (MHI) degree that was approved at the January 19, 2010 GEC meeting required revision. The Dean asked Council for agreement to amend the agenda by considering the revised proposal under Business Arising from the Minutes (item 2).

**MOTION (duly moved and seconded)**

THAT the agenda of the Graduate Education Council meeting of March 16, 2010 be approved as amended.

The motion was CARRIED.

1. **Minutes of the Graduate Education Council Meetings of January 19, 2010 and February 23, 2010**

The minutes of the January 19, 2010 and February 23, 2010 meetings were distributed with the agenda. The Dean asked Council to consider the two motions separately; there were no objections.

**MOTION (duly moved and seconded)**

THAT the minutes of the Graduate Education Council meeting of January 19, 2010 be approved.

No discussion arose.

The motion was CARRIED.

The Dean noted that an editorial change was required to the February minutes distributed with the agenda. The third line on page seven contained the sentence fragment, “The member clarified that the nursing degrees.” which should be deleted. Revised copies of the minutes were not distributed, but the change will be made to the version posted on the SGS website.
MOTION (duly moved and seconded)
THAT the minutes of the Graduate Education Council meeting of February 23, 2010 be approved as amended.

No discussion arose.

The motion was CARRIED.

2 Business Arising from the Minutes

2.1 Subsequent Considerations of GEC-approved items

Master of Science in Applied Computing (MScAC) (new degree program)
Final approvals are in place for the new Master of Science in Applied Computing (MScAC) program. Detailed approvals: GEC (May 19, 2009), the Committee on Academic Policy and Programs of Academic Board (AP&P) (September 15, 2009), the Planning and Budget Committee of Academic Board (P&B) (October 28, 2009), Academic Board (November 12, 2009); final University approval from Governing Council (December 10, 2009); OCGS approval (February 26, 2010).

Developmental Science (collaborative program), closure of master's and doctoral levels
Final approvals are in place for the closure of the collaborative master’s and doctoral program in Developmental Science. Detailed approvals: final approval from GEC (January 19, 2010); sent to OCGS for information only.

The Dean reported that final University approvals were in place but OCGS approvals were still pending for the following proposals.

A new graduate diploma in Nursing Science (anesthesia care) offered in two formats:
1) Master of Nursing (nurse practitioner field) concurrent diploma (GDipNPAC) and
2) Post Master of Nursing (nurse practitioner field) diploma (GDipNPAC)
Detailed approvals : GEC (November 17, 2009); final University approval from AP&P (January 12, 2010); OCGS (pending).

Environmental Science, PhD (new degree program)
Detailed approvals: GEC (January 19, 2010), AP&P (March 2, 2010), P&B (March 3, 2010), Academic Board (pending), final University approval from Governing Council (pending); OCGS (pending).

Developmental Biology (collaborative program), adding the master's level to existing doctoral-level program
Detailed approvals: final University approval from GEC (January 19, 2010); OCGS (pending).

Educational Policy (new collaborative program), master's and doctoral levels
Detailed approvals: final University approval from GEC (January 19, 2010); OCGS (pending).

Clinical Biomedical Engineering, MHSc, program name change to Clinical Engineering, MHSc
Detailed approvals: final University approval from GEC (January 19, 2010); OCGS (pending).

2.2 Question from February 23, 2010 GEC meeting
The Dean reminded Council that at its February meeting, during discussion of the program requirement changes to the HPME (PhD) program, a tangential question was asked about the combined Health Administration/Social Work (MHSc/MSW) program. The discussion is on page seven of the minutes. The Dean had promised to report back to GEC on the normal program length of the combined program. The answer is three years for students admitted with a four-year undergraduate degree or two and a half years for students admitted with a Bachelor of Social Work degree.

2.3 New Hood (Revised): Master of Health Informatics (MHI) degree in the Health Informatics Program
The documentation for this item was distributed at the meeting on salmon paper. The Dean explained that the proposal for a new hood for the Master of Health Informatics (MHI) degree was approved by GEC on January 19, 2010. Subsequently, revisions were required to the hood design; GEC is asked to approve the revised design. The Dean called on Vice-Dean Liz Smyth to present the motion.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Faculty of Medicine for a new hood for the Master of Health Informatics (MHI) offered by the Health Informatics program, as revised.

No discussion arose.

The motion was CARRIED.

3 Dean’s Remarks

3.1 Re-appointment of SGS Vice-Dean, Students
The Dean announced to Council that Professor Berry Smith had been re-appointed as the SGS Vice-Dean, Students, until June 30, 2012. He expressed gratitude to Professor Smith on behalf of SGS.

3.2 OCGS Update
University Executive Heads (that is, Presidents) reviewed the latest version of the Quality Assurance Framework proposal and turned it down. A few more revisions are likely; the Framework should be approved soon. The delay should not affect timetables.

3.3 SGS Constitution and Bylaw Revisions
Members can expect to see revisions to the SGS Constitution and by-laws fairly soon. The revisions will bring some long-needed changes to bring the Constitution in line with current realities. The final revisions are awaiting the outcome of the Quality Assurance and Governance Working Group’s activities.

3.4 Canadian Graduate and Professional Students Survey (CGPSS)
The data collection phase of the 2010 Canadian Graduate and Professional Student Survey (CGPSS) is now complete. The survey was available to students online from February 8 to March 10; responses have been received from approximately 4800 students. This year, there were two versions of the study: one for research (doctoral) stream students and one for professional stream students. The
response rate was higher for doctoral stream students than for professional stream students. As in previous years, SGS will analyze the data over the summer and bring a summary of results to GEC for the fall.

3.5 Policy on Safety in Field Research / Framework on Off-Campus Safety
The Dean advised that the new Framework on Off-Campus Safety is intended to replace the existing Policy on Safety in Field Research. When complete, it will have implications for graduate studies. SGS has been asked by the Provost’s office to give input on the field research and off-campus activities of graduate students. The Framework will clarify a number of procedures that have been in place locally; it should be very useful when released in its final form.

3.6 Doctoral Completion Grants (redesigned program)
This was a program instituted in 2000 by Professor Adel Sedra when he was Provost; it was introduced as a delayed response to the demise of post-program fees. The Doctoral Completion Grants (DCG) program is a small, universal grant to assist students to complete their doctoral studies. New University funding structures have made the program problematic. The program has been redesigned to provide a much larger grant to a more limited number of students, and will be targeted particularly to students whose programs have been difficult to complete within the timeframe of the funding package. Within this group, particular priority will be given to international students, who face the greatest difficulties when they run out of funding. The plan has been discussed with Principals and Deans and student representatives, among others. The plan is to implement the redesigned program next year, initially to be aimed at those students with the most acute difficulties. Graduate units will be consulted to determine where the greatest needs are.

A member noted that the redesigned program might come as a shock to students who are already planning their finances with the current grants in mind. The Dean replied that this concern had already been considered; next year would be a transitional year where students depending on the existing grants would be “grandparented”.

3.7 Addressing Student Account Issues
The Student Accounts Office is reviewing how student accounts are being administered. Access to these accounts has been a concern to students and to graduate units. Some of the issues arise from structural difficulties between the University’s FIS and ROSI systems. There now appears to be a strong momentum to improve the situation; members can expect more details at a later date.

3.8 Graduate Transcript Request Options
There is general agreement among various administrative offices that graduate students with undergraduate degrees from the University of Toronto should have the option to obtain a transcript containing graduate information only. Details and timing are uncertain, but work is underway to see how ROSI might accommodate this particular need.

3.9 GEC Election
Nominations opened March 9 and will close at 5 p.m. on Tuesday, March 23. Balloting will take place in April. Results should be announced at the May GEC meeting. Everyone is encouraged to nominate candidates.

3.10 Reducing GEC Paper Usage
Current practice for Council materials is to provide paper copies unless members request online materials. As of September 2010, materials will be available electronically by default. Hard copies will be
available on request only. Members are asked to contact Anil Purandaré, the SGS Governance Officer, if they want to make the change sooner rather than later.

4 Report of the Vice-Dean, Programs
No report.

5 Report of the Vice-Dean, Students

Joint CPM/CSM Meeting
Vice-Dean Smith reported that a of meetings of the Standing Committee on Program Matters (CPM) and Standing Committee on Student Matters (CSM) had recently taken place. Committee memberships taken together comprise representatives from approximately half of the units. The last meeting was a joint meeting of the two committees, focusing on legal issues in graduate education. This generated considerable interest, enough that it might be useful to organize a general workshop open to all graduate units on intellectual property, privacy and related legal issues. This workshop is under consideration.

6 Graduate Policy and Regulation: new and revised wording
The Dean introduced the proposal, which consists of new and revised wording for graduate policy and regulation, and related guidelines. Changes affect all graduate programs across the University. SGS has been looking to revise these for a long time; this is a continuation of a process begun under previous Deans. The current regulations read as though intended for internal use rather than for students wishing to come to the University. The intent is to make them more user-friendly, and to make a more welcoming document. Despite the scope of the revisions, it should be emphasized that very few actual policy changes are proposed; this is more a change in packaging than a change in policy and procedures. That was the goal, and that is what we believe is achieved.

Graduate policy and regulation (part 1 of 2): admissions and graduate courses
It is understood that Calendar copy will keep changing over the years. We hope to receive recommendations any time additional changes are advisable. Despite the constant change, the Calendar must be printed once a year, and so we hope today to set the wording for the next Calendar. A replacement motion sheet with a revised second motion for this item was distributed at the meeting on an orange sheet. Also distributed on the reverse was a revised page 6 of the SGS Proposed Revised Policies, Procedures and Regulations on Admissions. We have also been advised of an editorial change on page 16 of the same document which has not been distributed but will be made in the Calendar.

The proposed changes have been discussed within the SGS administration and with the Provost's Office. The documents have been circulated to the Deans and Vice-Deans, Graduate Studies, of all Faculties for comment. We have had a number of replies and welcome more. GEC approval is final for governance. The Dean called on Vice-Dean Smith to present the two motions. The Vice Dean asked Council to consider the motions together. There were no objections.

**MOTION (duly moved and seconded)**
THAT Graduate Education Council approve the proposal of the School of Graduate Studies to change the policies and Admission and Degree Regulations in the SGS Calendar as outlined in the attached documentation, effective September 1, 2010.

**MOTION (revised) (duly moved and seconded)**
THAT Graduate Education Council approve the proposal of the School of Graduate Studies for a new Policy on Graduate Courses and Other Activities, to be included in the SGS Calendar, as outlined in the attached documentation, effective September 1, 2010.

A member asked whether one of the goals of the new regulations was to be able to admit students with three-year bachelor’s degrees arising out of the “Bologna Process”. The Dean explained that current practices already allow for admitting students with three-year degrees, Bologna or otherwise. SGS routinely reviews files from graduate units of non-standard applicants. The change signals more clearly that we do invite application from students with “Bologna” and similar types of degrees, including Canadian universities with three-year degrees. Council received a report on non-standard admissions for 2008-09, as it does every year. Nothing is being permitted which was not allowed before; it is simply being made clearer that non-standard applicants are eligible to apply. Such admissions are and will continue to be decided case-by-case. Vice-Dean Smith added that the existing Calendar language did not reflect the increasing globalization of academic standards. While the four-year degree has been the norm at the University of Toronto and in North America, the three-year degree is more common elsewhere; however, this is not an attempt to change U of T standards.

The member suggested that it was common for students from “Bologna Process” institutions to complete a three-year degree and then study an additional year before starting research; he asked whether graduate units were sufficiently aware of this. The Dean replied that there was not in reality any such thing as a standard “Bologna-style” degree, as various institutions had not subscribed to a single standard. One of the purposes of the non-standard admissions process is to ensure that everyone is aware of what the applicant’s relevant background truly is. SGS already has some workshops on admissions and will provide more, as well as providing everyone with revised guidelines on how to handle admissions from various sources. While it would be difficult to say exactly how many people were aware of various academic standards for degrees from various places, it is a goal of SGS to raise awareness.

The motion was CARRIED.

Graduate policy and regulation (part 2 of 2): Final Oral Exams

The proposed changes have been discussed within the SGS administration. GEC approval is final. 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 to change the Degree Regulations on Final Oral Examinations for the Doctor of Philosophy (PhD) degree in the SGS Calendar as outlined in the attached documentation, effective September 1, 2010.

A member wondered why students were allowed to see the external appraiser’s report at all. The Dean responded that when this practice had been proposed some years ago, opinion had been divided on the matter. The intent of giving the student the report was that it would remove some unnecessary nervous tension, making for a more humane and higher-quality Final Oral Examination (FOE). While there was not a consensus, the Dean of that time was strongly in favour of the proposal and the majority voted in its favour, resulting in the current practice being adopted. If the issue was voted on again today, there would likely still be no consensus.

Another member asked why the policy only applied to PhD FOEs, and commented that there were inconsistent practices between external appraisals at the doctoral and master’s levels and that this
seemed inequitable. Heather Kelly, the SGS Director of Student Services, replied that SGS does not have regulations governing FOEs at the master’s level, but that SGS did ask graduate units to be clear with students on their procedures for the master’s level. SGS considers the procedure in the PhD FOE regulation as best practice; the hope is that graduate units will use it as an example and adapt it to their own master’s requirements. Vice-Dean Smith added that the huge range of master’s requirements as compared to those for the PhD makes it difficult to have a single policy that would apply consistently to all master’s programs. This is part of the reality of graduate units having local autonomy; inconsistencies from unit to unit may arise from this. There is no easy solution. SGS would be opposed to taking control in this area, and it would likely be resisted by graduate units. The Dean expressed his hope that there would be an adjustment of FOE procedures at the master’s level to reflect more closely best practices as embodied in the PhD regulation. Another member suggested sending a memorandum to all graduate units advising them about best practices in this area.

A member asked whether the regulation applies to doctoral degrees other than the PhD. The Dean replied in the affirmative.

A member asked why, given that the current practice did not have consensus when approved, the currently-proposed change went further by no longer forbidding the candidate from discussing the report with his or her examination committee members (except the external appraiser). Vice-Dean Smyth explained that the regulation’s goal was to forbid explicitly communication between the candidate and the external appraiser. If there was communication, it would be incumbent on the external examiner to report this to SGS. The consequence would be that the FOE would be cancelled. Examiners are made aware of this in the form letters they receive, which are also available on the SGS website. Vice-Dean Smith added that in an ideal world the examination committee would not discuss the appraisal with the student, but realistically there is always opportunity for this happening, consciously or not, and it is not feasible for SGS to enforce this activity. It would be better to make the proposed change than to continue with the current rules, which might be implemented more strictly in some units than others, leading to unfairness. A member asked for confirmation that removing the explicit prohibition against the candidate and members of the examination committee (other than the external appraiser) discussing the report meant that candidates would now be permitted to engage in such discussion. The Dean replied that the intent of students receiving the report ahead of the exam was that they should perform better at the FOE. The corollary was the inability to prevent students from trying to discuss the report in advance. The change now proposed is an attempt to increase consistency of processes from unit to unit and to protect the external appraiser.

A member asked why the restriction on the external appraiser’s report being distributed beyond the examination committee and appropriate administrators was being removed. Vice-Dean Smyth replied that SGS cannot enforce the regulation. Another member said that this would, in effect, allow public distribution of the report. The Dean noted that there was no expectation of privacy for the report, and that external appraisers are told that it is provided to students in advance of the examination. Vice-Dean Smith pointed out that there were two issues being discussed: discussion of the report by the student and examination committee on the one hand, and dissemination of the report outside the committee on the other. He accepted as a friendly amendment the inclusion of the phrase, in bullet 8 of the regulation, “The external appraiser’s report should not be distributed beyond the examination committee and the student and the relevant administrative officers before the examination.”

REVISED MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the School of Graduate Studies to change the Degree Regulations on Final Oral Examinations for the Doctor of Philosophy
Graduate Education Council
March 16, 2010

(PhD) degree in the SGS Calendar as outlined in the attached documentation, as amended, effective September 1, 2010.

A member wondered whether there was a collective will to revisit the issue of candidates being given the external appraiser’s report prior to the examination. The Dean suggested that members who wished to pursue this could vote against the motion and, if it was defeated, make a new motion. Vice-Dean Smyth said that the effects of the proposal would be monitored and reported to Council. No further discussion arose; the Dean called the question.

The motion was CARRIED.

7 New Program Options: Counselling Psychology (counselling psychology for psychology specialists field), MA (add a part-time option), PhD (add a flexible-time option)

The proposal was approved by the OISE Graduate Education Committee on January 29, 2010 and by the OISE Faculty Council on February 24, 2010. GEC approval is final. It will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report.

The Dean called on Vice-Dean Smyth to present the two motions. The Vice-Dean asked Council to consider the motions separately; there were no objections.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to add a part-time option to the MA in the Counselling Psychology program (counselling psychology for psychology specialists field). This new option is effective May 1, 2010.

Professor Roy Gillis was present to answer questions, but none arose; the Dean called the question.

The motion was CARRIED.

MOTION (duly moved and seconded)
THAT Graduate Education Council approve the proposal of the Ontario Institute for Studies in Education to introduce a flexible-time option to the PhD in the Counselling Psychology program (counselling psychology for psychology specialists field). This new option is effective September 1, 2010.

Professor Roy Gillis was present to answer questions, but once again none arose; the Dean called the question.

The motion was CARRIED.

8 Admission Requirement Changes: Environmental Science, MEnvSc

The proposal was approved by the Faculty’s Three-Campus Graduate Curriculum Committee on January 26, 2010. The item was withdrawn at the February 23, 2010 Graduate Education Council meeting. The wording of the proposal had since been revised. GEC approval is final. It will be reported
to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. 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 MEnvSc in the Environmental Science program by specifying that ideal applicants will have a background containing two half courses or one full course in each of chemistry, physics, calculus and biology. The change is effective September 1, 2010.

Professor Don Cormack was available to answer questions. A member asked what the motion meant by an “ideal applicant”. Professor Cormack responded that this was at the discretion of the admissions committee.

Another member was pleased that the confusing language of the previous motion had been removed, but the point that less-than-ideal candidates might be required to take additional courses had been lost. The Dean replied that this could be considered implicit. Professor Cormack added that the requirement of a solid science background was noted on the program’s website, and had been for many years; it had only recently been realized that this language was not in the Calendar. Since adding the language to the website, the number of applications from students with inadequate backgrounds had decreased dramatically.

Seeing no further discussion, the Dean called the question.

The motion is **CARRIED**.

9  **Program Requirement Changes:**

9.1  **Clinical Biomedical Engineering, MHSc**

The proposal was approved by the Faculty of Engineering Graduate Education and Research Committee on December 7, 2009. It was approved by the Faculty of Engineering Council on February 24, 2010. GEC approval is final. It will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. 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 Applied Science and Engineering to change the program requirements of the Master of Health Science in Clinical Biomedical Engineering as follows:

- Add completion of BME 1450H *(Bioengineering Science)* and a life science equivalent (without changing the overall number of required FCEs);
- Replace the research project requirement with completion of a thesis in the clinical engineering field;
- Reduce the normal program length from nine sessions (three years) to six sessions (two years);
- These changes are effective September 2010.

Ms. Paulina Staszuk was available to answer questions. A member asked whether six sessions meant a student had the option of taking the summer off. The Dean replied that six sessions meant the normal program length was two years. In response to a question, Ms. Staszuk confirmed that the intent of
the proposal was to reduce the normal program length and not the minimum period of registration; she also added that while students were expected to finish in two years, there was nothing preventing them from taking an additional year.

No further discussion arose; the Dean called the question.

The motion was CARRIED.

9.2 Music, MA (musicology and ethnomusicology fields)

The proposal was approved by the Faculty of Music Executive on January 12, 2010 and by the Faculty of Music Council on February 24, 2010. GEC approval is final. It will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. 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 Music to change the program requirements of the MA in the Music program as follows:

• For students in the musicology field, note that the required course MUS 1001H (Introduction to Music Research II) is available in alternating years, and that either the Associate Dean, Graduate Education, or the History and Culture Coordinator will advise students on course selection with a view to establishing a balance between their interests and any perceived weaknesses in their background preparation.
• For students in the ethnomusicology field, remove MUS 1001H (Introduction to Music Research II) as a required course, and note that either the Associate Dean, Graduate Education, or the History and Culture Coordinator will advise students on course selection with a view to establishing a balance between their interests and any perceived weaknesses in their background preparation.

• Changes are effective September 1, 2010.

Professor Gillian MacKay was available to answer questions, but none arose; the Dean called the question.

The motion was CARRIED.

9.3 Physiology, MSc, PhD

The Dean explained that an editorial change had been suggested to the Calendar entry distributed with the agenda: in the list of courses, the new course PSL 1000 was listed as a “Y” course but it should have been shown as an “H” course (it was properly shown as such elsewhere); no revised documentation was distributed but SGS will make the change in the Calendar.

The proposal was approved by the Faculty’s Graduate Curriculum Committee on December 10, 2009. The item was withdrawn at the February 23, 2010 Graduate Education Council meeting. No changes were made to the proposal since then, but it had been clarified that the courses PSL 1000H and PSL 2000H will have a research presentation requirement. GEC approval is final. It will be reported to the Academic Policy and Programs Committee of Academic Board in SGS’s annual report. 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 MSc and PhD in the Physiology program by replacing the requirement to attend (for the MSc) and contribute (for the PhD) to the departmental seminar with a requirement to enrol in a 0.5 FCE continuous CR/NCR course, PSL 1000H (for the MSc) or PSL 2000H (for the PhD). Each course formalizes the existing seminar requirement as an FCE. As a result, the overall FCE requirements of the program will increase, from 1.0 to 1.5 for the MSc, and from 2.0 to 2.5 for the PhD. This change is effective September 1, 2010.

Professor Denise Belsham was available to answer questions. A member asked if the proposal had any financial implications for students. The Dean replied in the negative, noting that students in the program did not pay per course but paid a program fee.

Seeing no further questions, the Dean called the question.

The motion was CARRIED.

10 Other Business
There was no other business.

11 Adjournment
The meeting adjourned at 4:35 p.m.
Appendix to the Minutes

UNIVERSITY OF TORONTO
Record of Attendance
GRADUATE EDUCATION COUNCIL
March 16, 2010

Present (Voting & Non-voting Members)

Corman, Brian (Chair)
Bondy, Susan
Campbell, Elizabeth
Campbell, Malcolm
Capotorto, Arianna
Damaren, Chris
Daniere, Amrita
Julian, Stephen
Keith, Alison
Klinger, Christopher
Knight, Keith
Liu, Hugh
Papangelakis, Vladimiros
Pirraglia, Daniela
Roach, Lisa
Sass-Kortsak, Andrea
Smith, Berry
Smyth, Liz
Stabile, Mark
St-Amour, Michelle
Stiles, David
Tannock, Rosemary
Wong, Bernard

In Attendance (Guests & SGS Staff)

Belsham, Denise
Chang, Helen
Cormack, Don
Francisco, Jennifer
Gillis, Roy
Godwin, Michael
Kelly, Heather
MacKay, Gillian
Rutchinski, Steve
Staszuk, Paulina

Absent

Baker, Rob
De Nil, Luc
Keil, Charlie
Moore, Carol

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