

**DALHOUSIE UNIVERSITY  
FACULTY OF GRADUATE STUDIES  
FACULTY COUNCIL**

These minutes have been approved.

A regular meeting of Faculty Council was held at 11:30 am, Tuesday, February 22, 2011 in the Lord Dalhousie Room, Henry Hicks Building.

**Present:** M. Cada, S. Faridi, D. Patterson, R. Singer, M. Bliemel, A. Fenety, P. Gardiner-Barber, S. Guppy, R. Mopoho, S. Parcell, H. Elliott, E. Snow, A. West, S. Marche (Chair), M. Lee, D. Pelzer, M. Scott (Secretary), P. Ellis, L. Bennett.

**Regrets:** B. Baldrige, S. Tirone, J. Bannister, B. Swerhun, M. Heywood, G. Kipouros, T. Romanuk, N. Schepp, D. Scott, P. Tyedmers.

**FC10/11.28 Call to Order and Approval of Agenda**

The Dean called the meeting to order. The amended agenda was approved as circulated at the meeting.

**FC10/11.29 Minutes of the Meeting**

Approval of the minutes of December 21, 2010. It was moved by S. Parcell, seconded by E. Snow: that the December 21, 2010 minutes be accepted with corrections. The motion **carried**.

**Matters arising from the minutes –**

Chinese students – there was clarification on the requirement of the University to cover the tuition of Chinese students under the CSC program.

**FC10/11.30 Reports**

**i) Acting Dean's Report**

- a) **Call for Dean Position Applications** – Dr. Marche indicated that he expects the call for applications for the Dean of FGS position to be announced shortly.
- b) **FGS Name** – Dr. Marche asked Faculty Council if they wanted to move forward on the question of the name for the Faculty of Graduate Studies or to defer this discussion until a new Dean of FGS was appointed. Faculty Council decided to wait for the appointment of a new Dean.
- c) **Intellectual Property Policy Review Committee**– To date no volunteers have come forward. Dr. Marche indicated this committee should have representation from PDFs, the Library, and faculty from Science, Engineering and a non-science engineer. Volunteers should contact Dr. Marche in the next day or two.
- d) **Deputy Ministers Meeting** – Dr. Marche reported he had attended a meeting with the deputy ministers and that attempts are being made to more closely align the University with Government departments in a more engaged and collaborative way. PEI has already made efforts to do this and appears to be paying off for them in attention and money.

- e) **2<sup>nd</sup> Round Allocation Funding** – Over the past few years the funding for 2<sup>nd</sup> round allocation has included money from an account that is very nearly depleted. As a result, the amount available for this coming academic year is about \$500,000 less than in the last few years. This will be reflected in the amount departments will receive for next year.
  - f) **Student Travel Grants** – In August of last year this award was reduced from \$750 to \$250. The amount anticipated for the 2011/12 year is \$400 per award (effective April 1, 2011). There is an additional change to the process in that no awards will be given in advance. Students will apply and then after the conference, submit their receipts to FGS for payment. There was brief discussion on this award and non-thesis students' eligibility.
- ii) **PDF Report (A. West) -**
- a) **PDF Taxation** – Dr. West reported that approximately 20 PDFs in Quebec are being chased by Revenue Canada. McGill University has hired a tax lawyer to assist with this issue. To date no Dalhousie PDFs have been contacted.
  - b) **Employee Status Benefits** – HR is currently working on a package that should be ready for review in the next couple of weeks.
  - c) **Research Grants for Postdocs** – Progress is being made for Postdoc to hold their own research grants. Dr. Marche indicated he is willing to discuss research grants with the officers at NSHRF.
- iii) **DAGS Report (E. Snow) –**
- a) **Grad House Capacity** – The capacity for the Grad House has now been increased to 100 people. The facility is available for booking and should be considered as a venue for events that include catering. Mr. Snow indicated that the Grad House is financially OK and will attempt to stay open over the summer term. The Board Room upstairs is now furnished and available for meetings.
  - b) **Referendum** – The referendum is set to coincide with the DSU and DAGS elections scheduled for early March. The changes that are proposed with the referendum are the inclusion of all graduate students with the exception of Business Administration, and an organisational structure shift.
- iv) **Acting Associate Dean - PDF, Professional Development and ID PhD**
- a) **PDF Update** – Dr. Lee reiterated that the benefits package is moving forward. The minimum stipend recommendation will come to Faculty Council in March with the intention of having it in place for April 1<sup>st</sup>. The issue of co-supervision of Masters students by PDFs is also anticipated that it will come to Faculty Council in March.
  - b) **Banting Info Session** – An information session, similar to the recent Vanier Scholarship session, will be set up to inform all relevant parties about the Banting Postdoctoral Fellowship Awards. Faculty members are encouraged to talk to PhD students outside Dalhousie and encourage them to come and to apply for the Banting Fellowship. The process has two reviews with the second being a political review. This competition is open to foreigners, and Universities are not able to nominate their own graduates. The money for the awards comes from the Tri-Council and Universities must identify the nominations as fitting into SSHRC, NSERC or CIHR. The date for submission of the awards has not been announced yet, but last year the deadline was September for submission to the agency. Some faculty members are already working on this process.
  - c) **E-thesis** - Dr. Lee announced that the section in the 2011/12 graduate calendar on e-thesis has been rewritten. He reminded council members that theses are searchable on Google and can be downloaded. The theses are on Dalspace and the process is similar to that at the

University of Toronto and McGill. He also indicated that students can request hold on their publication for one-year. This must be requested at the time of submission to FGS.

v) **Associate Dean – Curriculum & Reviews**

- a) **LLB to JD** – When Senate approved the change in degree from the LLB to JD, the joint degrees with graduate degrees were not included in their approval. Hence, it became urgent that APCC approve the change in the combined degrees. The changes were approved at APCC with the recommendations sent to Senate following the meeting.
- b) **Scholarship Information Session** – The session was very successful with good attendance except from faculty members. This information session will be repeated again. Dr. Pelzer also mentioned the Banting awards and indicated the government is looking for rising stars. The leadership qualities requirement will stay as it currently is and will count for everything in the second review of the applications at the Tri-Council. The committee review panel in the final stage of review will only be looking at the leadership of the applicants.

**FC10/11.31 Delegation of Responsibility for APCC and FC**

In an effort to avoid duplication, FGS made the request to have APCC delegated responsibility by FC to approve minor modifications (including name changes of degrees), program suspensions and terminations and curriculum matters. There was discussion on different scenarios that could be submitted to Graduate Studies for consideration. It was decided that in special circumstances APCC may look at program reviews prior to them going to Faculty Council. Motions from APCC would indicate they have been delegated the authority to approve or recommend approval to Senate. There was discussion on APCC membership and representation, required documentation, Faculty Council notification, and the difference between major and minor modifications. It was decided that for program suspensions and terminations only those requested and supported by the department and the line Faculties would be dealt with by APCC.

It was requested that the APCC agenda be distributed to Faculty Council members to allow council members to attend the APCC meeting if they felt they can contribute to the discussion. It was noted that only named members establish the quorum and are allowed to vote at APCC.

**It was moved by APCC, seconded by E. Snow: that Faculty Council delegate the responsibility to approve minor program modifications (including name changes of degrees), requested program suspensions and terminations as well as any curriculum matters to APCC. The motion carried.**

**FC10/11.32 Curriculum Issues**

**i) Requested Termination of Combined MBA/MLIS program**

With the restructuring of the MBA program to the Corporate Residency MBA the combined MBA/MLIS degree no longer works. The request was submitted with letters of support from both directors, Dr. G. Hebb and Dr. L. Spiteri, and the Dean of Management.

There was no discussion.

**It was moved by APCC, seconded by M. Bliemel: that Faculty Council recommend the termination of the combined MBA/MLIS program to Senate. The motion carried.**

## **ii) Neuroscience Graduate Program Governance Structure**

Dr. Pelzer provided the history on the approval of the dept./neuroscience programs indicating the responsibility lies with the departments. Over the years the responsibility drifted to the Neuroscience Institute. The process that was put in place in recent years was never formally approved. As a result the recent dept. / neuroscience graduate programs review was not valid as the Neuroscience Institute does not have responsibility for the programs.

There was discussion on the process to review of these programs and the difficulty associated with the process. It was also noted that each department would be required to provide accurate descriptors with their self-study. There was concern that the programs could not be evaluated as one unit. It was explained that there is an advisory committee in place and currently there is a search for a director. A strategic plan will need to be established and a review structure. The responsibility for the five-year review process of the Neuroscience Institute would be the responsibility of the VP Research.

Also discussed were the composition of the Neuroscience Program Committee, other programs that are 'homeless', submission of a new graduate program and the process, and current situation of the programs.

**It was moved by P. Ellis, seconded by R. Mopoho; that the previous motion of the Council of FGS with respect to the Department/Neuroscience programs (September 28, 2010) be set aside. The motion carried.**

**It was moved by P. Ellis, seconded by R. Mopoho: that since the Department/Neuroscience graduate programs were approved by Senate as streams of the principal graduate programs of the participating departments (Anatomy and Neurobiology, Biochemistry and Molecular Biology, Pharmacology, Physiology and Biophysics, and Psychology), they need to be reviewed as part of departmental reviews. The motion carried.**

**It was moved by H. Elliott, seconded by P. Gardiner Barber: that Governance for the current Dept./Neuroscience graduate programs is a joint responsibility shared between a Neuroscience Program Committee (NPC) and the individual departments. As approved by FGS, Senate and the Board in 1990, the NPC is to consist of representatives from the five participating departments appointed for staggered 3-year terms, with the Chair selected by the Dean of FGS (rotating, 2-3 yr. term). The NPC is to define and administer all requirements and regulations pertaining to the neuroscience components of the program in accordance with FGS regulations. The motion carried.**

## **FC10/11.33 Other Business**

### **i) Faculty Council membership**

Dr. Marche reported the names of Faculty Council members that will have their term on council expire at the end of June this year. He asked that these faculty members look for good people to nominate for Faculty Council membership at the May 2011 full faculty meeting.

ii) **Graduate Student Travel & Research Grants** – Dr. Marche covered this in his report.

**FC10/11.34 Next Meeting**

The next meeting is scheduled for Tuesday, March 22, Lord Dalhousie Room, Henry Hicks Building.

The meeting adjourned at 1:07 pm.

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Sunny Marche, Chair

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M. Scott, Recording Secretary