

**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, September 27, 2011 in the Lord Dalhousie Room, Henry Hicks Building.

**Present:** R. Apostle, B. Baldrige, S. Bearne, B. Boudreau (Chair), M. Cada, A. Fenety, Q. Gao, K. Johnson, J. Kozey, S. Lucas, P. Manuel, S. Parcell, D. Patterson, E. Pegolo, D. Pelzer, R. Robski, G. Scherkoske, M. Scott (Secretary), D. Tamlyn, K. Toughill, P. Tyedmers, A. West, H. Whitehead, Y. Zhao.

**Regrets:** P. Ellis, R. Maitzen, N. Schepp, D. Scott, G. Kipouros.

**FC11/12.01 Call to Order and Approval of Agenda**

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

**FC11/12.02 Minutes of the Meeting**

**Approval of the minutes of June 28, 2011. It was moved by R. Robski, seconded by D. Tamlyn: that the June 28, 2011 minutes be accepted as circulated. The motion carried.**

**Matters arising from the minutes –**

There were no matters arising from the minutes.

**FC 11/12.03 Urgent Business**

**i) Approval of October Convocation List**

The Dean invited H. Nowlan, Admissions and Convocation Officer in FGS, to present the list of convocants prior to its publication. Ms. Nowlan asked faculty in attendance to check the list for the names of graduates in their respective departments. Changes to the list can still be made prior to submission to Senate.

**It was moved by J. Kozey, seconded by E. Pegolo: that the list of candidates for receipt of degrees be approved as distributed. The motion carried.**

**It was moved by K. Toughill, seconded by P. Tyedmers: that the Dean of FGS, in consultation with the Registrar's Office and Senate, be given authority to make additions or corrections as appropriate to the list of candidates prior to submittal to Senate. The motion carried.**

- ii) **Approval of additional Faculty Council members - Qigang Gao (Computer Science) and Patricia Manuel (Planning)**

**It was moved by A. Fenety, seconded by H. Whitehead that Faculty Council approve Qigang Gao and Patricia Manuel's membership on FGS Faculty council. The motion carried.**

#### **FC 11/12.04 Reports**

##### **i) Dean's Report**

- a) **New funding** – FGS is working on a new funding proposal where FGS would match Faculty funding for graduate students in thesis programs. As details and processes are worked out, APCC and FC will be updated. It is anticipated the program will be expanded in the coming years as systems are worked out and more funding becomes available.
- b) **Academic Integrity** – FGS has seen a number of cases of plagiarism against international students recently. Departments must start to assume responsibility for educating student (international in particular) about academic standards.
- c) **Regulatory changes proposed** – FGS will be bringing some proposed regulatory changes to APCC and FC in the near future.
- d) **Cotutelle program** – Dr. Boudreau responded to a question on the Cotutelle program and indicated that more information is needed before he could comment on if it was in the university's best interest.
- e) **October 2012 Convocation Date Changes** – the dates for the October 2012 convocation ceremonies have been changed to the first Monday, Tuesday and Wednesday in October at 4:00 pm.

##### **ii) PDF Report (A. West)**

- a) **AGM & Elections** – Dr. West reported the PDF Society held the second AGM over the summer. Dr. West has been re-elected as President of the society. Dr. West indicated there was new interest in the society but long-term sustainability is still of concern. Any suggestions for addressing this are welcome.
- b) **Postdoc Appreciation Day** – The Postdoc Appreciation Day held Friday, September 23<sup>rd</sup> was well attended.
- c) **Benefits** – The PDF Society is exploring expansion of the benefits for PDFs to include medical and dental coverage. Dr. Boudreau updated FC on the minimum salary issue indicating FGS has been working on this over the summer. Legally Dalhousie cannot enforce a minimum but has sent out a memo to departments strongly suggesting a minimum salary of \$35,000. Dr. West indicated PDFs are still pushing the Tri-Councils for minimums to be reinstated.

There was brief discussion on minimum stipends for graduate students. Dr. Boudreau indicated FGS is concerned about support for these students if their funding were to run out.

**iii) DAGS Report (E. Pegolo) –**

- a) **Grad House** - The Grad House remained open over the summer months to build on the client base. They also renegotiated their contract with the Creperie and are working with the Grad House manager to encourage the use of the upstairs meeting space.
- b) **Mona Camp**DAGS is concerned about the temporary conversion of the graduate space to class space for this fall term. With the shortage of graduate space they would not want to see the space not returned to graduates for use.
- c) **Orientation week** – The events, which included a BBQ, DAGS Open House and an amazing-race style ‘City Dash’ were well-attended.

**iv) Associate Dean – (D. Pelzer)**

- a) **NSERC deadline** – The NSERC deadline is coming up and students are asked to register soon if applying.
- b) **Vanier applications** – At this point we have no indication of the number of applications to expect. Last year we did not meet our quota. This year there is increased emphasis on student mobility and recruitment.
- c) **AIO** – Dr. Pelzer also reiterated concerns over the number of cases of plagiarism and mentioned that it is important to make sure international students have sufficient understanding of the English language so they do not resort to plagiarism.

**FC11/12.05 Program Reviews and Updates**

**i) School of Nursing Update –**

Dr. Pelzer welcomed Dr. M. MacDonald, Graduate Coordinator, School of Nursing to the meeting and invited her to update Council on the graduate programs in Nursing.

Dr. MacDonald reported the School has been actively working on both the Masters and PhD programs. They are working on enhancing the research culture, and to developing a plan to respond to the review recommendations. The School is also working on developing timelines for completion of the program and discussing expectations with students. The School has put an advisory committee in place to help guide the required changes.

Dr. Pelzer thanked Dr. MacDonald for attending the meeting and providing FC with an update.

There was no further discussion.

**It was moved by E. Pegolo, seconded by B. Baldrige: that the interim update report from the School of Nursing be accepted. The motion carried.**

**ii) Physiology and Biophysics Graduate Programs –**

Dr. Pelzer welcomed Dr. Paul Murphy, Department Head, Dr. E. Cowley, Graduate Coordinator, Physiology and Biophysics, and Dr. R. Singer, FGS Representative on the Internal Review Committee to the meeting and invited Dr. Singer to provide a brief overview of the recommendations. Dr. Singer indicated the department is doing very well. From the feedback received the committee recommended to following:

- more face to face meetings between the department and grad students

- formalization of the terms of reference for the Graduate Coordinator
- Chair of the Graduate Education Committee to be retrained to provide institutional memory for continuity

Dr. Singer credited the graduate coordinators for bringing the graduate program around.

Dr. Murphy and Dr. Cowley indicated the department has already formalized the terms of reference for the Graduate Education Committee and the addition of a postdoctoral fellow on this committee. Meetings of the Graduate Education Committee will be scheduled for every two months.

There was further discussion on recruitment and the Physiology and Biophysics/Neuroscience program. Dr. Pelzer reported that he anticipates a recommendation for the termination of the Neuroscience Institute to be submitted shortly.

**It was moved by S. Parcell, seconded by P. Tyedmers: that the Physiology and Biophysics Graduate Programs be rated as satisfactory.**

**After further discussion it was moved by R. Apostle, seconded by G. Scherkoske: to request an update from the department by September 2013.  
The motion carried.**

#### **FC11/12.06 Other Business**

- i) **Departmental Graduate Handbooks** – Dr. Boudreau informed members that many of the departmental handbooks on websites contain information contrary to the graduate calendar. FGS will work with Legal Counsel to compose a disclaimer for departments to include in their handbooks. In the meantime handbooks will be removed from websites for FGS to edit the handbooks to eliminate the discrepancies and contradictions. It is anticipated this process should be completed by the end of March. Faculties are advised they are to remove the content from the handbook that has not been approved by APCC and Senate.

#### **FC11/12.07 Upcoming Meetings**

- i) **Faculty Council Meeting** – Tuesday, October 25<sup>th</sup>, 2011, at 11:30 am, in the Lord Dalhousie Room, Henry Hicks Building.

The meeting adjourned at 12:58 pm.

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Bernard Boudreau, Chair

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M. Scott, Recording Secretary