

**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, December 17, 2013 in the Lord Dalhousie Room, Henry Hicks Building.

**Present:** S. Bearne, K. Beazley, P. Bodorik, B. Boudreau, S. Faridi, M. Gibson, S. Kimber, J. Kozey, J. Makani, R. Martin-Misener, S. Parcell, D. Pelzer, M. Scott (Secretary), I. Sharma, R. Singer (Chair), R. Stadnyk, D. Tamlyn, O. Theou, S. Theriault (FGS), L. Turculet, H. Whitehead, Y. Zhao

**Regrets:** W. Barker, E. Denovan-Wright, A. Fenety, J. Grant, R. Maitzen, N. Morgunov, D. Patterson, S. Ponomarenko, G. Scherkoske, B. Taylor, A. Vidovic, E. Whelan

**FC13/14.28 Call to Order and Approval of Agenda**

The Chair called the meeting to order.

**It was moved by B. Boudreau, seconded by Y. Zhao: to approve the Faculty Council agenda for December 17, 2013 as circulated. The motion carried.**

**FC13/14.29 Approval of the Minutes of previous Faculty Council meeting**

**It was moved by S. Parcell, seconded by D. Pelzer: to approve the minutes of November 26, 2013 with corrections. The motion carried.**

**Matters arising from the minutes** – There were no matters arising for the minutes.

**FC 13/14.30 Reports**

**i) Dean's Report (B. Boudreau)**

- a) **Killam Funding** - B. Boudreau advised members that FGS has prepared calculations for Killam Scholarships and Fellowships using various funding scenarios, and anticipates that there shouldn't be any decrease in the number of awards, or the value of award this year. FGS will use carry forward funding to offset the decrease in Killam funding for the next few years. It is anticipated that the 1<sup>st</sup> and 2<sup>nd</sup> round allocation funding may be in worse shape. FGS is consulting with other university offices to try to devise a solution for the shortfall the decrease in Killam funding will have on the 1<sup>st</sup> and 2<sup>nd</sup> round allocation funding.
- b) **NS Government Scholarship** – Dalhousie's proposal was presented to the province and the response was generally positive. Dalhousie proposed 100 Master's scholarships (50 per

year, two year awards) and 120 PhD scholarships (30 per year, four year awards) valued at \$9,000 each year to cover tuition. In addition, it was proposed that 75 scholarships be offered to international students to cover the cost of the international differential fee. Terms still need to be finalized, but the goal is for the scholarships to commence in Fall 2014. A discussion followed in which members discussed the government's plan to grant the scholarships to students whose research fall under specified focus areas.

**ii) Associate Dean (D. Pelzer)**

**Killam Scholarships** – D. Pelzer advised that the number of Killam Scholarships awarded in the upcoming competition should be similar in number to what was awarded last year. It may be possible to award one additional Killam Postdoctoral Fellowship in this years competition. Regulations will be revised so that future Killam Scholars will not be eligible to hold their award in the fifth year of their PhD program.

**iii) Associate Dean (E. Denovan-Wright)**

E. Denovan-Wright was not present.

**iv) PDF Report (O. Theou)**

**Annual General Meeting** – O. Theou reported that the annual general meeting of the Dalhousie Postdoctoral Fellows Society was held on December 9, 2013. At the meeting, five members of the society's executive were elected, and priorities for the next year were established.

**v) DAGS Report (I. Sharma)**

**a) Seminars** – I. Sharma reported that DAGS hosted two seminars in December. The first was entitled Skills and Training, and the second was entitled Media Training.

**b) Funding** – I. Sharma advised that DAGS has closed funding opportunities for the year. A \$1000 grant was given to Political Science and a \$1000 grant was given to Public Administration to assist with symposiums.

**FC13/14.31 Overview and Update on the Implementation of the New Scheduling Software for the Academic Timetable**

R. Singer welcomed Ms. Asa Kachan and Dr. Robert Summerby-Murray and invited them to give their presentation on the new scheduling software for the academic timetable.

Ms. Kachan explained that the new software will be used by the Registrar's Office for course scheduling, including room allocations. The system will have the ability to build accommodation requests into the scheduling process. Departments will be visited over the next few months, so that the implementation team can capture any knowledge surrounding class scheduling that needs to be entered into the software. A 2014/15 simulation has been developed and will provide an opportunity for the implementation team to review the schedule and see what restraints and permissions were missed when entering the information into the system.

After the presentation, questions were welcomed from Faculty Council members. Members asked if the system would accommodate requests from faculty to teach close to their primary office locations. Ms. Kachan explained that concerns such as preferred teaching time, space and location are definitely

on their radar. For example, the system is able to take into account administrative time commitments of members on Faculty Council, Senate, and various other committees. Dr. Summerby-Murray explained that the committee is in the process of setting priorities (weightings) for what factors are most important (i.e., needs vs. wants).

Ms. Kachan advised that the core team will be training with the software provider. The University has made a significant investment in this software and wants to ensure the implementation is done right. The timetable deadline will not change when the new system is implemented.

R. Singer thanked Ms. Kachan and Dr. Summerby-Murray for attending. There was no further discussion.

### **FC13/14.32 Nominating Committee**

R. Singer reported that FGS would like to see the Nominating Committee re-established. The nominating committee will be a sub-committee of Faculty Council and will be comprised of senior and out-going members of Faculty Council. A number of members were contacted prior to the meeting and the following members agreed to have their names put forward to serve on the Nominating Committee:

Yongnan Zhao (Faculty of Management)  
Deb Tamlyn (School of Nursing)  
Stephen Parcell (School of Architecture)  
Mark Gibson (Process Engineering and Applied Science)  
Greg Scherkoske (Philosophy)  
Sara Faridi (Mathematics and Statistics)

R. Singer thanked those who agreed to serve on the committee.

**It was moved by D. Pelzer, seconded by K. Beazley: that the nominees for the FGS Nominating Committee be approved. The motion carried.**

### **FC13/14.33 Approval of Killam Committee Members**

FGS has received a nomination for Brad Meisner (School of Health and Human Performance) to serve on the Killam Postdoctoral Fellowship selection committee.

**It was moved by S. Faridi, seconded by J. Kozey: that the nominee for the Killam Postdoctoral Fellowship Selection Committee be approved. The motion carried.**

### **FC13/14.34 Other Business**

D. Pelzer advised that FGS received approximately 170 NSERC, 112 SSHRC, and 76 CIHR Master's applications. FGS anticipates being able to forward applications to departments, for their review and ranking, by mid-January.

**FC13/14.35 Next meeting - Tuesday, January 28, 2014, Lord Dalhousie Room.**

The meeting adjourned at 12:47 p.m.

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R. Singer, Chair

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S. Theriault, Recording Secretary