

**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, June 23, 2015 in the Lord Dalhousie Room, Henry Hicks Building.

Present: H. Ali-Hassan, W. Barker, S. Boe, N. Daizy, E. Denovan-Wright, M. Durier-Copp, A. Fenety, M. Gibson, D. Groulx, M. Hesam, D. Iron, J. Kozey, M. Lee, M. Leonard, R. Martin-Misener, P. O'Brien, D. Patterson, D. Pelzer, D. Pottie (FGS), B. Sabo, R. Singer (Chair), L. Spiteri, R. Stadnyk, S. Stone, S. Theriault (Secretary), P. Tyedmers

Regrets: J. Armstrong, S. Bearne, D. Bhatia, P. Bodorik, P. Ellis, L. Fitting, S. Gadbois, S. Kimber, Geoff Loomer, N. Morgunov, R. Mullin, S. Ponomarenko, N. Schepp, K. Toughill, Theresa Ulicki

FC14/15.62 Call to Order and Approval of Agenda

The Chair called the meeting to order.

It was moved by L. Spiteri, seconded by M. Gibson: to approve the Faculty Council agenda for June 23, 2015 as circulated. The motion carried.

FC14/15.63 Approval of the Minutes of previous Faculty Council meeting

It was moved by D. Patterson, seconded by E. Denovan-Wright: to approve the minutes of April 28, 2015 as circulated. The motion carried.

Matters arising from the minutes – there were no matters arising from the minutes.

R. Singer advised members of the following electronic vote results:

- On April 30th members approved the May convocation list of candidates for receipt of graduate degrees for the Dalhousie Faculty of Agriculture;
- On May 8th members approved the May convocation list of candidates for receipt of graduate degrees from the University of King's College;
- On May 11th members approved the May convocation list of candidates for receipt of graduate degrees;
- On June 18th members approved the nominations for Martine Durier-Copp, Geoff Loomer and David Iron to join FGS Faculty Council. Members also approved Peter Tyedmers to continue for another two-year term.

FC14/15.64 Welcome to New Faculty Council Members

R. Singer welcomed the following new members who start their term on Faculty Council in July 2015: Michael Lee (Biomedical Engineering), Shaun Boe (Physiotherapy), David Iron (Math & Stats), Brenda Sabo (Nursing), and Martine Durier-Copp (Public Administration). Also starting in July 2015, but unable to attend today, are Geoff Loomer (Law), Theresa Ulicki (International Development Studies), and Kelly Toughill (Journalism).

New members were reminded that they are welcome to participate in discussions at this meeting, but they cannot vote.

R. Singer thanked Peter Tyedmers for agreeing to serve for a further two-year term.

R. Singer advised that Naznin Daizy is continuing as DAGS President and will serve on Faculty Council along with Mohammad Hesam Hafezi (VP Academic Affairs), and Dhruv Bhatia (Senator).

FC 14/15.65 Reports

i) **Dean (Marty Leonard)** – in the interest of time M. Leonard advised that she would save her comments until the Faculty Review agenda item.

ii) **Associate Dean (Dieter Pelzer)** – in the interest of time D. Pelzer did not give a report.

iii) **Associate Dean (Eileen Denovan-Wright)**

a) **PhD Defences** – E. Denovan-Wright advised that FGS is gearing up for a busy thesis defence time. Any assistance that departments can give in getting Request to Arrange Oral Defence forms in early would be greatly appreciated.

b) **PDF Unionization** – Jasmine Walsh will be attending to provide a detailed update.

iv) **PDF Report (Josh Armstrong)** – J. Armstrong was not able to attend.

v) **DAGS (Naznin Daizy)**

a) **DAGS Executive** – N. Daizy advised that elections took place the end of March and that she has returned to the role of DAGS President. New members are transitioning into their roles.

b) **Conference** – DAGS held a conference on June 15. Discussion items included international student affairs, tri-council funding and the federal election.

c) **Grad House** – The Grad House will be closed for the summer, because it has been running at a deficit. A committee has been struck to evaluate options for improving the operation of the Grad House.

FC 14/15.66 Change to Convocation List Approval Process

M. Leonard explained that currently the list of graduate students receiving degrees is approved at either Faculty Council or Full Faculty meetings before submission to Senate. Upon checking with the Senate office it was determined that this is an FGS rule, not a Senate requirement. As the FGS Convocation Officer already deals with very tight timelines to complete degree audits, having the list approved at a Faculty Council or Full Faculty meeting in advance of the Senate deadline creates an even greater stress, with little value added.

Members questioned whether departments would still be involved in the audit process. M. Leonard responded that the Convocation Officer will still work with departments to prepare the convocation lists, which would just no longer require Faculty Council approval.

D. Pelzer reminded members that the Convocation Officer is very busy as the deadline for degree audits approaches, and asked members to do their part in asking colleagues to ensure that grades are submitted on time, to avoid delays in processing degree audits.

It was moved by L. Spiteri and seconded by S. Stone: that the FGS Governance Document be amended to reflect that the list of graduands receiving graduate degrees no longer needs approval by FGS Faculty Council before submission to Senate. The FGS Dean or designate will approve the final list of graduands receiving Master and Doctoral degrees on behalf of the FGS Faculty Council. The motion carried.

FC14/15.67 Postdoc Bargaining Update

R. Singer welcomed Jasmine Walsh (Director, Academic Staff Relations) and invited her to give an update on the bargaining process for postdoctoral fellows (PDFs).

Jasmine Walsh gave her presentation (copies of which were distributed to members), and invited members to speak with her directly afterwards concerning specific questions. She explained that there are two groups of PDFs at Dalhousie: 1) PDF scholars who have more than 50% of their funding coming from their own grant, and 2) PDF employees who have more than 50% of their funding coming from a Principal Investigator's (PI) grant. Only PDF employees are part of the union. Notice to bargain was served on the University in March, and bargaining is planned to start in September. It was noted that legislation does not allow a strike during first contract negotiations.

She reported that several sessions were arranged to provide information to PIs; however, these sessions had no attendees. She welcomes feedback on effective ways to communicate with PIs.

E. Denovan-Wright noted that FGS advocates for both categories of PDFs, and members questioned whether the negotiated terms would apply to PDF scholars. Ms. Walsh indicated that, although not legally required, most terms would be extended to PDF scholars as well. Some items, however, such as EI and CPP, are beyond the University's control.

R. Singer thanked Ms. Walsh for attending, and reminded members that they are encouraged to contact her with questions or concerns.

FC14/15.68 Department of History Review

R. Singer welcomed Dr. Jerry Bannister (Department of History) and W. Barker (internal review committee), and invited Dr. Barker to give an overview of the internal and external committee reports.

Dr. Barker noted that overall the Department has an excellent record, and has made several improvements in response to its previous review. Some of the concerns identified in the current review include a recent decline in graduate applications and an imbalance in supervisory loads for faculty members in the department. Dr. Bannister then indicated that the Department is generally pleased with

the reports, and that most issues raised are standard for comparable History departments across Canada. He mentioned that, although the external review notes a concern about the need for a second reader on MA theses, having a second reader is in fact already the Department's practice. He also noted that in 2014 the Department had its largest intake of graduate students, but has seen these numbers decline again in 2015.

Faculty Council members agreed that the Department should make every effort to address the recommendations suggested by the internal review committee, which are: (1) that students and faculty review Department messaging, especially on the web site, with a view towards providing a more engaging and coherent description of the programming; (2) that the Department consider defining specific foci for the PhD; (3) that the Department include planning for its graduate program in its overall strategic plan to clarify the best and desired directions for graduate education in history at Dalhousie; and (4) that the Department prepare for advocacy for its program, given that such advocacy may be needed in larger University planning discussions. Faculty Council members also suggested that the Department undertake to keep in touch with its graduates and track where they are employed.

R. Singer thanked Dr. Bannister for attending. There was no further discussion.

It was moved by L. Spiteri and seconded by M. Gibson: that Faculty Council accept the Department of History Program Review as satisfactory with no changes required. The motion carried.

FC14/15.69 Concept Paper – Master of Engineering in Process Engineering (ERBA-exempt)

D. Pelzer explained that Dalhousie's Department of Process Engineering and Applied Science proposes a Master of Engineering (M.Eng.) in Process Engineering program to replace the current Faculty-wide M.Eng. in Petroleum Engineering program. This proposal centers on the establishment of an ERBA-exempt M.Eng. program in the Department, rather than the broader Faculty of Engineering. This program would be a one-year course-based master's degree (27 credit hours) that primarily targets international students interested in completing a graduate program that offers education and training relevant to industries in Canada (water resources, materials, petroleum engineering, bioprocessing, etc.).

A brief discussion followed in which members sought clarification on why the new program is proposed to be ERBA-exempt, but expects to admit the same number of students. D. Pelzer explained that the proposed premium-fees program will be housed in the Department of Process Engineering and Applied Science, unlike the current Faculty-wide M.Eng., and is intended to provide an alternative, sustainable course-based graduate program for process-oriented engineers. Its ERBA-exempt status (approved by the Provost and Vice President Academic) means the Department will have the resources to properly staff and maintain the Department's unit operations pilot plant and its Petroleum Characterization lab.

It was moved by APCC: that Faculty Council approve the concept paper for the proposed Master of Engineering in Process Engineering program. If approved by Faculty Council the concept paper will be forwarded to SAPRC for consideration. One member abstained; the motion carried.

FC14/15.70 Suspension of Admission – Current MEng in Petroleum Engineering

D. Pelzer explained that the current M.Eng. in Petroleum Engineering (M.Eng. PETR) program referred to above is a highly subscribed but underserviced program. The M.Eng. PETR program has operated for several years without full-time faculty involvement in teaching, relying on PhD students hired as sessional instructors to deliver the core program in the absence of the founding faculty members who originally established the curriculum.

Due to the lack of resources for the M.Eng. PETR program, the Faculty of Engineering is requesting suspension of enrolment with the intention of transitioning future students into a new ERBA-exempt M.Eng. in Process Engineering program (discussed above) housed within the Department of Process Engineering and Applied Science, once such a program has been approved.

Applicants to the 2015/2016 M.Eng. PETR program have already been redirected into the M.Eng. Chemical Engineering program to allow the flexibility to maintain enrolment during the transition year from the program being suspended to the new ERBA-exempt program coming online.

It was moved by APCC: that Faculty Council approve the suspension of admission to the Master of Engineering in Petroleum Engineering program. If approved by Faculty Council the proposal will be forwarded to SAPRC for consideration. One member abstained; the motion carried.

FC14/15.71 Major Modification – MA in French non-thesis stream

R. Singer invited W. Barker (internal review committee) to give a brief overview of the major modification being proposed for the MA in French.

Dr. Barker explained that the proposal to modify the MA in French has been in the works since 2010, and the internal review committee has seen several iterations of the proposal. The French Department proposes to remodel its Master of Arts program to: 1) reduce the course load (by one course) for the existing thesis-based program, and 2) introduce a non-thesis stream. The committee is satisfied with the current version, but suggests that the program be monitored once the modification is implemented.

Members questioned why the additional stream is required. W. Barker explained that the non-thesis option is thought of as a non-specialized MA, offering a mix of courses in linguistics, literature and culture, with a minimum compulsory number of courses from each field. This MA degree would allow graduates to compete successfully in the marketplace in the fields of education, government, and administration. Members also questioned if admission requirements should be simply a BA degree rather than a BA in French, and whether there will be concern over having two different program streams, both with types of graduates receiving the same MA. Members from FASS departments indicated that this situation is also found in other FASS departments, and that students planning to go on to a PhD would have to take the thesis stream.

R. Singer advised that the motion moved by APCC is: that Faculty Council approve the proposal for the major modification to the Master of Arts in French program (non-thesis stream). Members suggested that the motion should include that the program be reviewed after 36 months.

It was moved by L. Spiteri, seconded by D. Groulx: that the motion from APCC be amended to include that the program be reviewed 36 months after the modification is implemented. The motion carried.

The amended motion was read.

It was moved by APCC: that Faculty Council approve the proposal for the major modification to the Master of Arts in French program (non-thesis stream). The modified program is to be reviewed 36 months after the modification is implemented. If approved by Faculty Council the proposal will be forwarded to SAPRC for consideration. The motion carried.

FC14/15.72 Election of Chair & Vice-Chair of FGS Faculty Council

R. Singer reported that Dr. Michael Lee (Biomedical Engineering) was nominated for the role of Chair of FGS Faculty Council and Dr. Ruth Martin-Misener (Nursing) was nominated for the role of Vice-Chair of FGS Faculty Council.

R. Singer invited M. Lee and R. Martin-Misener to address Council to provide their reasons for accepting the nominations for these positions and to outline the experience they would bring to the positions.

Following the brief presentations, members voted in-camera to elect Dr. Michael Lee as Chair, and Dr. Ruth Martin-Misener as Vice-Chair. Both candidates were invited back to the meeting and informed of the decision; both candidates accepted the positions offered.

FC14/15.73 FGS Review (M. Leonard)

R. Singer invited M. Leonard to give a brief overview of the FGS review reports.

M. Leonard advised that there were many recommendations made by the internal and external review committees. These reports, plus a draft response were distributed to Faculty Council members prior to this meeting. Members were advised that any comments and/or feedback is welcomed.

For today's discussion, M. Leonard wanted to focus on the recommendation regarding the structure of FGS Faculty Council. One of the recommendations is to include the Graduate Coordinator (GC) from each program on Faculty Council. Members questioned how many Graduate Coordinators that would be, to which M. Leonard advised that there are about 65.

A discussion followed in which members noted that there is no guarantee GCs would attend, or that they would provide feedback to their home departments. It was also noted that in some departments the GC does not have a lot of experience to bring to Faculty Council meetings. Quorum requirements would also need to be considered in this scenario. Members suggested that GCs be contacted to see if they would be interested in serving on Faculty Council. M. Leonard explained that she would like feedback from Faculty Council first.

Another structure suggested is that of the Senate model in which faculties get a quotas of seats (based on graduate enrolment) and nominate faculty members for those seats.

Members asked how many faculty members attend the FGS annual Full Faculty meeting. M. Leonard advised that there are normally less than 40 people in attendance, and not all are faculty members. Communication between FGS and departments is a common concern raised in the reviews. It does not appear that emails are effective for this communication, and members were invited to share any other ideas they may have.

As discussion continued, some members suggested that the purpose of FGS Faculty Council should be considered. It was also suggested that representatives from Research Services and the Provost's Office be included on FGS Faculty Council.

M. Leonard thanked everyone for their comments and noted that Faculty Council structure would not be decided upon today. The response to the review recommendations will indicate that FGS is considering other models. Members were urged to think about the size of Faculty Council, the suggestion to include GCs, and the option of following Senate's model. Members were urged to send M. Leonard their comments.

FC14/15.74 Thanks to Outgoing Members of Faculty Council Members

i) **Outgoing Members** - R. Singer extended his thanks, and an FGS mug, to all outgoing members on behalf of FGS. Outgoing members are: Peter O'Brien, Sergey Ponomarenko, Stephen Kimber, Anne Fenety, Norman Schepp, Louise Spiteri, and Nikolas Morgunov.

R. Singer also thanked the outgoing DAGS Representatives: Andrew Bucci and Mahbubur Rahman.

ii) **Chair** - M. Leonard thanked R. Singer for all his help over the last two years in his role as Chair of FGS Faculty Council. As a token of appreciation, Dr. Singer was presented with a Dalhousie tie clip. M. Leonard also thanked R. Martin-Misener for all her work as Vice-Chair and thanked her for agreeing to continue in the role for another two years.

FC14/15.75 Other Business

i) **APCC Members for 2014/15** – D. Pelzer advised that there are three vacancies to fill on APCC for 2015/16. Continuing elected members are W. Barker, H. Ali-Hassan, D. Patterson and P. Tyedmers. The DAGS representative on the committee will be Mohammad Hesam Hafezi, and P. Ellis will continue as the library representative. Anyone interested in serving on APCC was asked to contact D. Pelzer.

ii) **Schedule for 2015/16 meetings** – R. Singer advised members that paper copies of the schedules for 2015/16 APCC and Faculty Council meeting are available at front of room. All members will also receive meeting reminders through the Outlook Calendar.

FC14/15.76 Next meeting - Tuesday, September 22, 2015, The Lord Dalhousie Room, Henry Hicks Building.

The meeting adjourned at 2:03 p.m.

R. Singer, Chair

S. Theriault, Recording Secretary