

**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, January 26, 2016, in the Lord Dalhousie Room, Henry Hicks Building.

Present: S. Bearne, E. Denovan-Wright, P. Ellis, M. Gibson, D. Groulx, M. Hafezi, J. Kozey, J. Michael Lee (Chair), M. Leonard, G. Loomer, R. Martin-Misener, D. Patterson, D. Pelzer, R. Stadnyk, S. Theriault (FGS), P. Tyedmers, T. Ulicki, S. Wells, L. Fitting, D. Iron, C. Casey (FGS), S. Boe

Regrets: H. Ali-Hassan, W. Barker, J. Armstrong, D. Bhatia, R. Mullin, B. Sabo, S. Stone, P. Bodorik, N. Daizy, M. Durier-Copp, K. Toughill, S. Gadbois

FC15/16.45 Call to Order and Approval of Agenda

The Chair called the meeting to order.

It was moved by E. Fitting, seconded by P. Ellis: to approve the Faculty Council agenda for January 26, 2016 as circulated. The motion carried.

FC15.16.46 Approval of the Minutes of previous Faculty Council meeting

It was moved by J. Kozey, seconded by P. Ellis: to approve the minutes of November 24, 2015, December 1, 2015 and December 15, 2015 as circulated. The motion carried.

FC15.16.47 Matters Arising

None.

FC15.16.48 Reports

i) Dean (Marty Leonard)

M. Leonard stated that, under the revised appeals structure at FGS, the Appeals Committee at the Faculty level would deal with any matters where the decision under review is made at that same level. She is looking for 6 volunteers to sit on this appeals committee for FGS. Any volunteers should contact M. Leonard or C. Casey.

M. Leonard also mentioned the 200th anniversary of Dalhousie University is coming up and she is looking for volunteers to sit on a committee that would look at FGS activities/ideas to take place during this year long event. Every faculty is expected to do something, e.g. from the

brewing of a special black and tan beer, to big outdoor festivities that will take place at the Grand Parade on New Year's Eve 2016. M. Leonard did note that there are supporting funds to be had and that it might be a fun committee on which to volunteer.

E. Fitting asked about timeframe.

M. Leonard said the initial discussions could take place any time, but that these celebratory committees will meet before the capital campaign: a good idea when looked at this from a funding perspective. M. Lee subsequently volunteered. Any other interested parties should please email M. Leonard or C. Casey.

ii) Associate Dean (Dieter Pelzer)

D. Pelzer wanted to update Council on the MA in German. That SAPRC met on December 7th, 2015, and they agreed with FGS Faculty Council's decision regarding the suspension of admissions to the graduate programs.

SAPRC determined that the Master of Arts in German will be placed on immediate probation until January 15, 2016 with no new students admitted during that time. SAPRC met again January 18th, 2016 to discuss the suspension of admission to the MA in German. The German Department met all recommendations outlined by SAPRC in December, and therefore the suspension of admission to the MA in German was lifted, effective immediately. SAPRC are requiring that an update on the program be provided to FGS by September 2016. Until then, SAPRC requires that each student be admitted one at a time, and that a functional supervisory committee be named, with a Chair, at the time of the request for admission.

D. Pelzer also wanted to discuss Council's participation with regard to the review of the NSGS applications. He questioned whether or not it should be members of Faculty Council who are responsible for reviewing these types of applications. This concern was based on the poor response from Faculty members with the last round of applications. Alternatively, there could be a subcommittee or an independent review committee who reviews these applications.

M. Gibson noted that maybe this should be something that is outlined when new members are elected to Faculty Council and are presented with a list of their duties. D. Patterson pointed out that the timing was poor as the last correspondence was right around the Christmas break: an exceptionally busy period. P. Tyedmers noted that timing is never optimal, and the challenge will always be finding the time; however, it is important to note that everyone at FC has a stake in the outcome. T. Ulicki stated that she was not told of the applications in advance, and when she asked questions about lack of notifications, she was told this required duty was brought up at previous FC meetings—so therefore she should have had the information. M. Lee asked whether or not we should sub-divide the applications even further. He asked that everyone who is able to review applications for the next round of applications let C. Casey know and she would be able to pass this information along to the Scholarships Officer.

iii) Associate Dean (Eileen Denovan-Wright)

E. Denovan-Wright talked about the 3 Minute Thesis competition, with preliminary heats taking place on March 9th, and the final taking place on March 10th, 2016. She wanted to make sure that Faculty Council members were encouraging student participation.

She also gave some information regarding historical data on PDF salaries. From June 2015-December 2015 the average salary for a PDF was \$43,392, with the lowest salary reported at \$30,000 and the highest being recorded at \$73,400. She pointed out that FGS was noticing a downward trend in the salary table. There were 170 post-docs being tracked.

E. Denovan-Wright also reported that, in an effort to streamline processes, the CAGS/PROQUEST-UMI Distinguished Dissertation Awards and the Dalhousie Doctoral Thesis Awards competitions will be merged. Each department will be able to submit one candidate for consideration. Eligible candidates must have defended and submitted their thesis between January 1, 2015 and December 31, 2015. One award will be given for any discipline in the fine arts, humanities and social sciences, and another award will be given for any discipline in engineering, medical sciences and natural sciences. The winner of the Dalhousie Doctoral Thesis Award will automatically be selected as Dalhousie's nomination for the CAGS/PROQUEST-UMI Distinguished Dissertation Awards. Nomination materials will include a letter of support from the student's department, the thesis abstract (max. 350 words), the student's current CV, and the name and coordinates of the person to contact for questions relative to this nomination. FGS will provide a copy of the external examiner's pre-defence report. The FGS deadline will be March 2nd, and a notice will be sent out shortly. E. Denovan-Wright noted that PhD External Examiners are provided with a notice in their thesis package letting them know that their report could be used to support a thesis award nomination.

iv) PDF Report (Josh Armstrong)

None.

v) DAGS (Naznin Daizy)

None.

FC 15.16.49 Physics Review (H. Rotermund and T. MacRae invited for 12pm)

T. MacRae started discussion, noting the need for new hires within the department, especially in the area of Theoretical Physics. T. MacRae also noted that Medical Physics was a relatively new program with no appointments at the time of the review. With regard to the facilities, he said that the Dunn Building was in poor condition, and that, when it came to new resources, the majority of this was seen to be going to the Oceanography, and that Physics were not benefitting from additional infrastructure resources. He pointed out that it was found in the survey that TAs were being paid from endowments, not university funds.

Admissions to the program were high and, in 2014, they were needing to decline applications based on the overwhelming numbers. He said there was a slight concern around course offerings and some ambiguity over program requirements (they were looking at naming core courses and removing older ones that were no longer taught.) It was also mentioned that there was a high turnover with Grad Coordinators in the department, with individual coordinators not being in the job for long: perhaps a year or so.

M. Lee thanked T. MacRae for coming and agreed that, from the reviews, there seemed to be two key issues: one being the courses offered, and two, the issue with the high turnover of Grad Coordinators in the department.

H. Rotermund noted that the faculty members taking on the job of Grad Coordinator fell under the Collective Agreement. Therefore, they were entitled to sabbaticals, paternity (or maternity) leave, and that the turnover was not intentional but circumstantial. He also noted that they had excellent teaching staff that wanted to teach classes, and a lack of interest in the Grad Coordinator position. He confirmed that at least 50% of secretary staff are paid from Physics endowments. Staff attended a whole day retreat that looked at graduate teaching and now the course offerings have increased to 18-19 courses plus 10 Medical Physics offerings.

D. Groulx asked about whether there was a steady state of enrolment. H. Rotermund said that next year Physics will in fact have more graduate students than any other Science program.

D. Pelzer noted that the Medical Physics program was offered in connection with Dalhousie and Capital Health Authority, and that all Faculty are paid by Capital Health, who also pay stipends.

H. Rotermund noted that in October of last year they had a Noble Prize winner who had, at one time, been trained in the department.

M. Lee thanked guests for coming.

D. Groulx noted that there were a lot of retirements coming up soon within the faculty. P. Ellis noted that, within the library, relevant journals were only available to those Medical Physics students as they are property of Capital Health and not available to the general student population.

M. Lee stated that it seemed like the course work problem had settled but that the department needed stability within the Grad Coordinator position. J. Kozey noted that it would be good if the role of the Graduate Coordinator is defined. E. Denovan-Wright noted that there should be 3-5 year term for Graduate Coordinators to create the stability the position needs. M. Lee stated that there should be a concrete job description with the term outlined. M. Lee also said this should be provided to FGS Faculty Council by April 1st.

It was moved by D. Groulx, seconded by M. Gibson: that Faculty Council accept the Faculty of Physics as:

Satisfactory but with recommendation that a job description be developed for the Graduate Coordinator position, outlining the appropriate term for the appointment, and request that this information be supplied to FGS Faculty Council by April 1st, 2016.

FC 15.16.50 Chemistry Review (N. Schepp, T. Monchesky and B. Jonston)

M. Lee began with introductions.

N. Schepp started discussion by stating that the Chemistry Department is currently still trying to increase faculty numbers. They had two appointments who started this past July (2015) with two more FTEs starting in July 2016. D. Groulx asked how many faculty members the Department has.

N. Schepp noted that there were currently 16 faculty members. There were also over 1000 students in first year, third year just under 50, with 20-25 student currently in fourth year classes. N. Schepp also mentioned teaching loads, with each faculty member teaching between 2-3 courses (including graduate courses), and if only 2 course were taught, then that faculty member would have other responsibilities, such as chairing a committee etc.

M. Lee asked about the need for more 6000 level courses. N. Schepp said that their 6000 level courses were only six week's long (1.5 credit hours), but that there were therefore more options to take a variety of advanced classes. N. Schepp also noted that sales from their undergraduate textbook continue to generate revenue for the department which in turn goes to pay faculty.

D. Pelzer also mentioned that Chemistry has a long term dedicated Graduate Coordinator.

It was moved by D. Pelzer, seconded by P. Tyedmers: that Faculty Council accept the Faculty of Chemistry as:

Satisfactory with no changes required.

FC15.16.51 Other Business

Nothing to report.

FC15/16.52 Next meeting – Tuesday February 23, 2016, in the Lord Dalhousie Room, Henry Hicks Building.

The meeting adjourned at 1:02 p.m.

J. Michael Lee, Chair

C. Casey, Recording Secretary