

Summary of a Meeting of the  
 COUNCIL OF THE FACULTY OF GRADUATE STUDIES AND RESEARCH  
 Held in the Centennial Centre for Interdisciplinary Science  
 Room 1-140  
 Wednesday, May 20, 2015, 2:00 pm

Attendance  
Ex Officio

L Collins, Office of the Registrar

FGSR

N Kav, Associate Dean, FGSR  
 R Polziehn, Outreach Director

P Melançon, Associate Dean, FGSR  
 M Shirvani, Dean & Vice-Provost, FGSR

Department Representatives

R Jacobs, AFNS  
 D Stuart, Biochemistry  
 T Raivio, Biological Sciences  
 D Deephouse, Business PhD  
 T Simmen, Cell Biology  
 V Prasad, Chem and Mat'l Engg  
 M McDermott, Chemistry  
 J Volden, Comm Sci & Disorders  
 J You, Computing Science  
 P Flood, Dentistry  
 G Buck, Ed Psych  
 E Simmt, Educational Studies  
 L Laidlaw, Elementary Ed  
 J Rak, English & Film Studies  
 R Langevin, Faculte Saint-Jean  
 A Oak, Human Ecology  
 D Beck, Linguistics

C Frei, Math & Stats Sci  
 J Doucette, Mech Engg  
 M Keelan, Med Sci-Lab Med & Path  
 S Hughes, Med Sci-Medical Genetics  
 D Gramit, Music  
 S Robertson, Native Studies  
 P Paul, Nursing  
 A Shaw, Oncology  
 A Underhill, Oncology one vote  
 A Holt, Pharmacology  
 S Simpson, Pharmacy & Pharm Sci  
 D Goodwin, Phys Ed & Rec  
 R Marchand, Physics  
 G Funk, Physiology  
 A Greenshaw, Psychiatry  
 G Armstrong, Renewable Res  
 D Conrad, Secondary Ed

Associate Deans Graduate

H Ostergaard, Medicine & Dentistry

Graduate Program Administrator Representatives

Graduate Student Representatives

C More, GSA President  
 A Al-Dabbagh, ECE  
 S Banisoltan, Civil  
 J Gardiner, Plant Biology  
 S Gumfekar, Chem & Mat'l Engg  
 R Gustas, Anthropology

C Jian, Mech Engg  
 H Maden, LIS & Business  
 E Siemann Santos Pereira, Civil  
 A Radli, Ed Psych  
 Harsh Thaker, Medicine

Guests/Presenters

B Epperson, Graduate Ombudsperson  
 L Collins, Office of the Registrar

Guests/Observers

D Gleddie, Elementary Education  
 M Hill, Medicine

Regrets

C Heyes, Poli Sci  
 S Tamana, GSA

The meeting was called to order at 2:02 by M Shirvani (Chair)

1. Approval of the Agenda

Moved by D Deephouse, Seconded by N Kav.

2. Approval of the Minutes of March 25, 2015

Moved by P Paul, Seconded by S Gumfekar.

3. Matters Arising from the Minutes

None.

4. Professional Development Strategic Plan - Final

Motion: Be it resolved that FGSR Council receives the final version of the Professional Development Strategic Plan.

Moved by N Kav, Seconded by H Ostergaard.

M Shirvani reiterated that the professional development strategy can be found in full at:

<http://uofa.ualberta.ca/graduate-studies/-/media/gradstudies/about/faculty-and-staff/uofaprofessionaldevelopmentplan/20150515pcdstrategicplanfinalwithappendicescompressed.pdf>

R Polziehn showed the website mygradskills.ca, that contains 18 modules and is another opportunity for graduate students to get their Ethics credit. Students can document that they have completed modules, some of which have time allocations to each part.

5. Calendar Change: Pass with Revisions

Motion: Be it resolved that FGSR Council supports efforts to secure the pre-circulated change to the Calendar, with the earliest implementation date being the 2016-17 Calendar.

Moved by P Melançon, Seconded by D Deephouse.

P Melançon presented the precirculated material as distributed.

Discussion ensued.

The motion was PUT and CARRIED.

Yes – 45, No – 3, Abstention - 0

6. Calendar Change: First Supervisor-Student Meeting

Motion: Be it resolved that FGSR Council supports efforts to secure the pre-circulated amendment to the University's Calendar, for implementation in the 2016-2017 Calendar.

Moved by P Melançon, Seconded by G Armstrong.

P Melançon presented the precirculated material as distributed.

Discussion ensued.

The friendly amendments that "and First Meeting" be removed from the 204.1.4 title and "during the first term of the supervisory relationship" be added to the end of the proposed calendar change, were proposed.

The motion was PUT and CARRIED.

Yes – 39, No – 6, Abstention – 3

7. Laddering of Certificates and Diplomas into Master's Programs

M Shirvani presented the report that was pre-circulated with the Council package for this meeting.

L Collins from the Office of the Registrar shared that a new credentials framework for Alberta is being developed. There will be a post Baccalaureate Certificate and post Baccalaureate diploma which will be made up of graduate level coursework.

L Collins offered to help with setting the tuition fees for these credentials.

A suggestion was made that "Graduate" be added before "Certificates" in the wording of the calendar change.

8. Graduate Ombudsperson

B Epperson, Graduate Ombudsperson gave a presentation on graduate student cases that the OmbudService has had from May 2014 through April 2015.

He started with an overview of the services provided, including:

- Advice and support on academic and disciplinary issues
- Acting as an impartial third party to conflict or dispute between students and the University
- Information on University regulations and policies
- Advocate for fairness and equity
- Service is free and accessible to all students
- Independent from faculties and student associations

The OmbudService had 202 graduate student visitors between May 1, 2014 and March 30, 2015. The majority of issues were supervisory conflicts and University policy inquiries. Cases involving supervisory conflicts require the most time. The most common conflicts were around work style differences and alleged harassment/bullying.

These conflicts were resolved through a variety of techniques including communication/issue (re)framing, informal intervention of an Associate Chair, involvement of an FGSR Associate Dean, the student withdrew voluntarily or changed supervisor/program.

In a few cases the student filed a formal complaint, and some cases are presently unresolved and ongoing.

B Epperson suggested that additional supervisor training may reduce conflict, early communication may help prevent conflict, and communicating the value of annual reports may help the supervisor/student relationship because supervisory conflicts are costly, involving many university services.

Supervisory conflicts are best resolved quickly and informally—at the level closest to the conflict.

As a university community, we can work to ensure early dialogue between graduate students and supervisors, resolve conflicts quickly, possibly in consultation with the Ombudservice, FGSR Associate Deans.

Communication should be open and direct with written records.

9. Report of the Graduate Students' Association(GSA)

C More submitted the GSA Report as distributed with the Council package and reiterated that they will be preparing to negotiate the next Agreement Governing Academically Employed Graduate Students (AEGS CA), to come into effect in September 2016.

10. Report of the FGSR Assistant Dean

M Sturgeon presented on Student Application Solutions. Students and departments are presently using ApplyGrad, and it is a reliable solution that will be used until Spring 2016. There is a dedicated resource from FGSR on the GSMS team and departments are invited to join the "Early Adopter" program in September. The rollout is expected to be Spring 2016.

Foundational work is underway on the EDRMS (Alfresco) project. Phase I is underway and Phase II will include FGSR.

The Awards Management and Administration system for Scholarships will allow departmental access to nominations and adjudication. There will be requirement gathering at a high level in June with the selection of a solution between September and October.

11. Report of the Dean

Some time ago the Scholarship Division of the Provincial Government disappeared—absorbed into Student Financial Support. As a result, there is no news about the QEIs; Calgary has no information either.

12. Other Business

D Deephouse and N Kav presented a card and gift to M Shirvani and spoke on behalf of Council, colleagues and FGSR staff, thanking him for his service as FGSR Council Chair.

M Shirvani replied that it has been his privilege and honor to work with wonderful colleagues, the staff of FGSR, Council and the GSA.

ADJOURNMENT

The meeting was adjourned at 4:02 p.m.