

Council of the Faculty of Graduate Studies and Research

Wednesday, February 19, 2020

2:00 to 4:00 pm

University of Alberta Council Chamber, 2-100 University Hall

Attendance at FGSR Council – February 19, 2020
Department/Unit Faculty Representatives

Agricultural, Food & Nutritional Science	Rene Jacobs
Anthropology	Marko Zivkovic
Biochemistry	David Stuart
Biological Sciences	James Stafford
Business (non-departmentalized) - MBA	Michael Maier
Business (non-departmentalized) - PhD	Trish Reay
Cell Biology	Richard Wozniak
Chemicals & Materials Engineering	Vinay Prasad
Civil & Environmental Engineering	Selma Guigard
Dentistry (Medical Sciences)	Carlos Flores Mir
Drama	Piet Defraeye Stefano Muneroni
East Asian Studies	Tsuyoshi Ono
Educational Psychology	Veronica Smith
Elementary Education	Jennifer Branch-Mueller
Faculte Saint-Jean (non-departmentalized)	Samira El Atia
History & Classics	Adam Kemezis
Human Ecology	Rachel McQueen
Kinesiology, Sport, and Recreation (non-departmentalized)	Elisha Krochak
Laboratory Medicine & Pathology	Monika Keelan
Mechanical Engineering	Morris Flynn
Medical Genetics (Medical Sciences)	Rachel Wevrick
Medical Microbiology & Immunology	Edan Foley
Medicine	Gopinath Sutendra
Modern Languages & Cultural Studies	Micah True
Music	Maryam Moshaver
Native Studies (non-departmentalized)	Adam Gaudry
Oncology	Alan Underhill
Pharmacology	Frances Plane
Pharmacy & Pharmaceutical Sciences (non-departmentalized)	Arno Siraki
Philosophy	Ingo Brigandt
Physical Therapy	Mark Hall
Political Science	Siobhan Byrne
Psychology	Chris Westbury
Religious Studies	Jocelyn Hendrickson
School of Public Health (non-departmentalized)	Ruth Wolfe
Secondary Education	Bonnie Watt
Surgery	Fred Berry

Associate Deans (Graduate) Representatives for Departmentalized Faculties

Medicine & Dentistry	Hanne Ostergaard
Science	Mark McDermott

Ex-Officio Representatives

FGSR Dean & Vice-Provost (FGSR Council Chair)	Brooke Milne
FGSR Vice-Dean	Bryan Hogeveen
FGSR Associate Dean	Victoria Ruétalo
FGSR Associate Dean	Janice Causgrove Dunn
FGSR Associate Dean	Ali Shiri
Vice-Provost and University Registrar (or Delegate)	Carlo Dimailig
Chair, FGSR Academic Appeals Committee*	Andie Palmer

Graduate Program Administrators Committee (GPAC) Representatives

Department of Mechanical Engineering	Gail Dowler
--------------------------------------	-------------

Graduate Student Association (GSA) Directly Elected Officials Representatives

VP Academic	Dylan Ashley
-------------	--------------

Graduate Student Association (GSA) Council Representatives

East Asian Studies, MA	Mei Nan
Educational Policy Studies, PhD	Alleson Mason
Human Ecology, MSc	Jon Lai
Mechanical Engineering, MSc	Ramin Fathian
Pediatrics, MSc	Ronan Noble
Pediatrics, PhD	Kim Ho
Pharmacology, MSc	Zoë Dworsky-Fried
Rehabilitation Medicine, PhD	Peter Jun

Observers – Non-Voting

FGSR Operations Coordinator (Secretary)*	Medha Samarasinghe
FGSR Executive Coordinator*	Andrea Riewe
FGSR, Senior Officer - Financial and IT*	Sylvia Fong-Wong
FGSR Governance*	Maria Chia
FGSR Awards Supervisor*	Amanda Brown
FGSR Admissions & Program Services Supervisor*	Joyce Anderson
Occupational Therapy (Presenter)*	Ada Leung

*Non-Voting

Regrets:
Department/Unit Faculty Representatives

Craig Heinke – Physics
 Denise Hemmings – Obstetrics and Gynecology
 Felice Litshitz – Women's and Gender Studies
 Jochen Kuttler – Math & Stats
 Jorge Sousa – Educational Policy Studies
 Linda Reif – Law
 Lisa Claypool – Art & Design
 Mark Simpson – English & Film Studies
 Mary Forhan – Occupational Therapy
 Mike MacGregor - Internetworking (MINT)
 Shaniff Esmail – Occupational Therapy
 Sujata Persad - Pediatrics

Associate Deans (Graduate) Representatives for Departmentalized Faculties

Elaine Simmt - Education
 Leluo Guan - ALES
 Tom Spalding - Arts
 Trish Manns - Rehab Medicine

Ex-Officio Representatives

Dale Askey - Vice-Provost and Chief Librarian
 Janice Miller-Young - Director, Centre for Teaching & Learning
 Laura Beard - Office of the Vice-President (Research)

Graduate Student Association (GSA) Council DEOs & Representatives

Fatemah Razavi - Mechanical Engineering, PhD

FGSR Council February 19, 2020

1.0 Call to Order at 2:02 PM

2.0 Approval of Agenda for February 19, 2020

Moved/Seconded: Selma Guigard/Janice Causgrove Dunn

Approved by a show of hands.

3.0 Approval of Minutes from January 22, 2019

Moved/Seconded: Samira El Atia/Victoria Ruétalo

Approved by electronic vote; Quorum achieved.

4.0 Matters Arising from the Minutes

Dean Milne clarified that the minutes do not identify members by name but do capture feedback for calendar language. The suggestions made at the last meeting regarding course based programs will be reflected in the final wording.

At the last meeting, one member asked whether a Notice of Motion was required before bringing forward Notices for Approval. FGSR has looked into this practice at other UA governance bodies such as GFC and the Board of Governors. Notices of Motion aren't typically used and are therefore not required in order to provide notice that something is coming forward for a vote at a subsequent meeting.

FGSR's practice is normally to bring items forward for discussion a month prior to bringing them forward for Action/Approval. For weightier items, or things we want to flag for members to pay special attention to or consider, we will sometimes bring forward a Notice of Motion. However, that Notice is not required (nor, in fact, is it necessary to bring forward an item for discussion in an earlier meeting). The agenda package Council members receive a week prior to the meeting serves as notice of everything on the agenda - action items, discussion items, etc. If there is a motion on the floor that we deem requires additional discussion that decision can be made at the time.

Please reach out with questions or requests for points of clarification in advance of each meeting, after you have reviewed the package. We will continue to do a Notice of Motion for some, but not all, items, with an eye to ensuring that we move items forward in the governance cycle.

5.0 Report from the Dean

Update on Proposed Tools for Graduate Supervisors

- Dean Milne reported that FGSR now has 16 departments and non-departmentalized faculties who have signed up to help pilot our new electronic supervisory tools. That is roughly 20%

- participation across campus, which will provide some solid feedback on content, workflow, and completion processes. This feedback will allow FGSR to capture department-specific elements as well. If departments are still interested in piloting the forms, there's still an opportunity to do so; please reach out to us at graddean@ualberta.ca.
- In a meeting with IST a few weeks ago, we identified effective next steps using a system already in place, which will enable some pre-population of student data from Campus Solutions.

VAP Info and Invitation to Participate

- FGSR recently completed Value Alignment Sessions with Vice-Provosts & Senior Admin, Grad Coordinators, and GSA representatives. We thank those from this group who were able to attend and provide valuable feedback. We'd like to capture as much feedback as possible from our various stakeholders as we look at a strategic planning process. Next up are sessions for GEFAC, and for Graduate Supervisors. If you have Supervisors who would like to participate, please have them email graddean@ualberta.ca and Andrea will include them.

Graduate Minimum Regulations Working Group

- Dean Milne is still seeking members of this group or nominations of individuals to participate in the upcoming Graduate Regulations Working Group, which is tasked with working through the minimum institution-wide regulations and defining core competencies. The Core Competencies Working Group (related to the Duty to Accommodate policy and requests) is also looking for members. This group will work on the criteria that will form the foundation for considering requests for accommodations. This will be done in partnership with the Dean of Students' office. Please contact us via graddean@ualberta.ca to put your name forward, nominate an individual, or ask any questions.

Mentorship Session

- FGSR is hosting cultural communications expert Dr. Lionel Laroche on February 28, 2020. Lionel will be presenting a **Mentorship Academy** session to faculty/supervisors on the topic of **How to Talk to Students** on Friday, February 28, from 12:00 - 1:30 p.m. Details and the RSVP link are in the written report.

Coronavirus Update

- Chinese ELP Centers are currently closed and are expected to stay that way until at least mid-March. Once they are opened there will be a significant backlog for testing.
- Most prospective students from China who have applied for admission in the Fall 2020 term will already have taken at least an initial ELP test, so we expect that the majority of the applications coming in to departments will have ELP results.
- If departments are evaluating applications that are admissible except for a low or missing ELP score, they have a couple options.
 - If an applicant is admissible except for a LOW ELP score, departments can notify the student that they can be considered for admission for up to one academic year (without submitting a new application). However, departments should make students aware that with the tuition increases, tuition amounts in fall 2021 will be higher than in fall 2020.

Please do communicate this possible implication to students should you choose to offer a deferred consideration.

- We routinely receive Chinese applications for admission into the fall term as late as July 1. Departments can therefore wait to make an offer. This may give applicants a bit more time to send in updated ELP test scores. The delayed admissions should not have an impact on students getting their visa and immigration documents processed in time to arrive in late summer.
- Dean Milne encouraged Council members to reach out to FGSR's Admissions unit if there are specific questions, as this is an evolving situation.

Next month, the [Grad Enrolment Report](#) for 2019-2020 will be included in the agenda package. This report also circulates through various University committees, and is used as a point of discussion in regular annual meetings with each Dean.

Questions/Discussion:

- Dean Milne clarified that 20% of departments and non-departmentalized faculties are participating in the pilot for the supervisory tools.

6.0 New Combined MBA/MSc in Occupational Therapy

Dean Milne introduced Dr Michael Maier and Dr Ada Leong. Dr Maier suggested this program is similar to other combined degree programs. There are no changes to the MBA portion of the program. The duration of an Occupational Therapy (OT) program is normally 3.5 years; in this case, the OT portion of the combined degree will be 2.5 years. Students will be admitted into the MSc but will do their final year in the MBA program. There will be no changes to the OT program, as admission criteria will remain the same as for other OT programs; however, if students are interested in the MBA, they can submit an application in the second year of their OT program for consideration and acceptance into the combined program in the subsequent year.

Motion: *Be it resolved that FGSR Council approve a new combined Master of Business Administration/Master of Science in Occupational Therapy program (MBA/MScOT), as set forth in the Program Proposal and the included calendar changes document, and to take effect for September 1, 2020.*

Moved/Seconded: Michael Maier /Janice Causgrove Dunn

Discussion/Questions:

- Normally MBA students spend some time in industry before starting the program; this is usually a requirement for entry into the program. A Council Member asked how this would be seen as the same program if that prerequisite were missing from this combined degree. Dr Maier responded that this requirement will be waived if candidates hold relevant volunteer or community work rather than work experience in industry. This kind of accommodation is common in such combined programs. The department will look at each case individually.
- A Council Member noted that the workload for the last year (18 credits in the last year) seems very heavy. Dr Maier explained that this is a normal load for MBA students and is manageable.
- Dean Milne asked whether the MBA courses are in regular rotation and how students will avoid stagnating if they fail a course or are required to retake the course. Dr Maier stated that most courses are offered twice a year and sometimes in summer sessions. Sometimes there are delays, and students will have to pay tuition for the additional terms for which they are registered. The fees will depend on their citizenship status. Bill 19 will impact the rate they pay if students are international.

Motion carried:

Approved: 39

Abstained: 9

Opposed: 1

7.0 Conflict of Interest for Supervisory Committee Members

Dean Milne reminded Council members that this item first came to this group in January. FGSR has made some revisions based on the constructive feedback, and has now brought it back for a vote.

Associate Dean Causgrove Dunn presented the motion, which sets out procedures for departments to follow when there is a conflict of interest between a student's supervisor and the committee. She reiterated that conflicts are meant to be avoided whenever possible; however, these procedures will help to manage the conflict in instances when it cannot be avoided.

The changes from last month include links to the U of A's conflict of interest policy and definition. The language now also includes a statement that indicates students are able to rescind their approval for having the committee composition should they change their mind over the course of their program.

Motion: *Be it resolved that the FGSR Council approve the new and amended language regarding Conflict of Interest for Supervisory Committee Members for inclusion in the 2021-2022 Calendar, and for immediate implementation.*

Moved/seconded: Dylan Ashley/Trish Manns

Discussion/Questions:

- A Council member noted that this policy will be helpful for her department to handle existing conflicts of interest.
- In response to a question about how this policy might be used in cases where harassment of students is less overt (e.g. in letters of reference, intimidating behaviour), Dean Milne suggested that issues of harassment would fall under, and be enforceable through, other existing policies at the U of A that cover harassment and workplace safety. Such behaviours should be escalated to appropriate units rather than managed under this policy.
- Dean Milne and Associate Dean Causgrove Dunn clarified that the process for reporting any conflicts of interest would involve the following steps: Should there be a conflict of interest, the supervisor will notify the student and provide some explanation of the nature of the conflict. Once there has been a discussion and if the student agrees to move forward with the committee composition intact, the department will provide a memo to FGSR. FGSR only requires a memo which (1) outlines that there is a conflict based on the existing definitions in the UA policy, and (2) documents that the student has been informed and has had the opportunity to discuss it and consent to moving forward. The memo is not meant to be intrusive or detailed.
- There was a discussion about adding clarity around the issue of timing related to when a student would be allowed to rescind a previously agreed to management of conflict. Dean Milne clarified the expectation that any conflicts would be disclosed early in the constitution of the committee rather than close to the time at which the thesis is submitted. A Council member suggested specifying a time limit after which a student cannot rescind the initial agreement (so that this does not happen, for example, after the thesis defence). Dean Milne noted that existing regulations, which prohibit changes to committee composition after the thesis has been submitted for an external examiner, would prevent such a situation.
- The Council member suggested wording for a friendly amendment to reflect the time restrictions. Dean Milne asked for a straw vote by members of Council to approve including the additional wording “not after the final submission of the thesis to the supervisory committee for examination” in the section related to rescinding approval. Council voted to accept the amendment.
- A Council member asked whether current committees with conflicts that are being managed will need to complete a memo. Dean Milne clarified that the policy applies to all newly constituted committees. She also noted that the existing Conflict of Interest disclosure form that all academics must sign annually should capture existing conflicts between academics.
- In some of the cases that FGSR has seen, students have not been given the opportunity to determine whether they are comfortable continuing with the composition of the committee

despite possible conflicts of interest. The memo does not need to disclose the details about the nature of the relationships, only to note that they might fall under one of the existing definitions in U of A policy. The information would exist in the student's file for as long as the student is registered and then would be dealt with according to FGSR's records retention and destruction policies.

- A Council member suggested a friendly amendment to the first sentence of the proposed calendar language. The text currently states that there must not be a conflict of interest; the amendment revised it to include a link to the existing institutional policies that define conflicts of interest. The amendment added the phrase "Conflict of interest in these relationships is" to the beginning of the first paragraph, which lists the policies. This friendly amendment was approved by the Council.

Motion Carried:

Approved: 48

Abstained: 3

Opposed: 2

8.0 Chair Pool Process

Vice-Dean Hogeveen presented his findings on the issue of creating a chairs pool. He reminded members that about three years ago, Council revised its policy to ensure that a neutral chair, rather than someone on a student's thesis committee, runs exams for that student.

FGSR is exploring how this process could be easier and more straightforward. GEFAC and PRC have been consulted for their initial feedback.

The current calendar language defines the chair as someone who is not an examiner (this was a new amendment in the past three years), and who is experienced in supervising graduate students and in chairing examinations. That person should have no apparent conflicts of interests with members of the committee.

A survey of department processes indicates that there is a variety of approaches used to secure Chairs. Sometimes the departmental graduate coordinator or the Associate Dean (Graduate Studies) is responsible; in other cases the supervisor is required to secure the Chair. This can be difficult for smaller departments, and burnout is possible for those tasked with chairing often.

FGSR has conducted some comparative analyses of exam procedures across the U15 Institutions. Medha Samarasinghe has gathered information about processes through phone calls, emails, and

environmental scans of the grad websites. Of the U15, only one other institution does not have a centralized process. Within the other 13, the centralized processes vary.

Vice-Dean Hogeveen requested that this group consider whether a centralized final exam process makes sense for our graduate programs. Some of the benefits include possibly reducing the administrative workloads for departments and alleviating pressure for smaller departments that may not have a large selection of faculty members to choose from. Centralizing this process could also allow FGSR to introduce standardized processes, as well as to collect and implement best practices. Finally, Vice-Dean Hogeveen sees an opportunity for faculty to learn about other areas of research across the institution.

Discussion/Questions:

- A Council member spoke in favour of a centralized process, saying that it could remove potential conflicts, especially in smaller units.
- In response to a Council member's question about how centralizing the chair selection process might fit into the overall exam process, including external examiner approvals, Vice-Dean Hogeveen stated that some other graduate faculties, including UBC's, do indeed handle the entire exam process. Our current focus is on the chair selection as it is part of the ongoing process FGSR Council and the ADs have initiated in reviewing how exams are run across campus.
- A Council member noted that her department often finds it challenging to coordinate up to six individuals' schedules. Vice-Dean Hogeveen confirmed that in a centralized chair selection process, someone would be chosen to fit into a scheduled exam time. Indeed there are certain times in the year when availability is limited, so this would need to be a consideration. We would need to consider having a blackout period (i.e. not in the weeks directly before and after the Winter break).
- Council members discussed the benefits and drawbacks of having an examination chair who has disciplinary knowledge related to the thesis. One inquired whether it would still be possible to retain the option of selecting a chair from within the department if there were mechanisms in place to mitigate potential conflicts of interest. Another member suggested that based on his experience, having a disciplinary background was useful for the chair. Vice-Dean Hogeveen acknowledged that there has been discussion around how to reach a balance between having the chair be from within the department and being from a completely different discipline. One suggestion that has come up is the idea of arranging the chair pool around the Tri-Council areas. Dean Milne reiterated that the key role of a chair is to be an expert in the procedural aspects of running a fair exam, as the chair does not play an active role in the content of the exam.
- Vice-Dean Hogeveen clarified that the term 'sufficient,' as it is currently used in relation to the qualifications of faculty members who are eligible to supervise, is based on existing calendar language and may need to be refined.

- A Council member noted that chairing exams could be a professional development opportunity for more junior colleagues in the department. While Vice-Dean Hogeveen recognized that it could be a valuable experience for junior members of the faculty, there is risk that if the exam does not go well the junior faculty member may not be equipped to manage the situation of clarifying procedure to more senior colleagues. His preference would be to have someone at the associate professor level or higher chair exams.
- Vice-Dean Hogeveen thanked the Council for the engagement and encouraged them to email him with additional questions or feedback. Dean Milne thanked everyone for their engagement and reminded them that this item would come back for additional discussion in future meetings.

9.0 GSA Monthly Report

Dylan Ashley, GSA Vice President Academic, noted that the monthly report is as submitted. He extended his thanks, on behalf of the GSA, to FGSR and the Vice-Provost Indigenous Programming & Research for supporting the newly created SAGE pod in Triffo Hall.

10.0 Campus Food Bank Initiative

Dean Milne introduced Cory Hodgson, the Executive Director of the Food Bank on campus, and expressed her interest in raising awareness of the initiatives the Food Bank is undertaking for students across campus.

The Campus Food Bank was founded in 1991 in response to rising international student tuition. It has enjoyed widespread support from the campus community over the past 25 years. Mr Hodgson defined food insecurity as being different from hunger in that it occurs when students have access to food that is inappropriate for them. For example, they may have access to Kraft Dinner, which does not contribute to them leading a healthy lifestyle.

Various surveys across Canadian institutions indicate that there is food insecurity across campuses. This data is not specific to the U of A; however, these are similar numbers to what the Campus Food Bank sees.

Some factors contributing to food insecurity include costs faced by students (tuition, rent, costs of food), as well as the fact that they may have inadequate time to prepare healthy meals.

There are assumptions, by members of the public, that most students are between the ages of 18-24, live at home and are supported by their parents, and that international students are all wealthy. This is not an accurate picture of who our students are. We know that a wide range of individuals are students

at the U of A. There's also a need to push back on the assumption that being a 'starving student' surviving on Kraft Dinner is a normal student experience. Living in poverty should not be normalized.

Studies across campuses indicate that international students are at double the risk of facing food insecurity. Graduate students and students who are parents are also included in this high-risk group. Mr Hodgson noted that the largest group served by the Campus Food Bank are international graduate students.

The Food Bank serves current students, staff, and alumni for up to five years after graduation. The majority of its clients are students; two-thirds of usage is by graduate students, and two-thirds of that usage is by international students. In addition, 20% of Food Bank usage is by children (under 18), as they are children of individuals who are students.

The Campus Food Bank does not ask for anything other than a One Card, as they try to remove as many barriers to access as possible.

They have several initiatives:

- The Hamper program provides hampers of non-perishable food items. This is meant to help offset students' monthly grocery needs. In the past year they provided 1500 hampers to their clients;
- Campus Kitchen is a free cooking class for students. Students come together to cook and share a meal on campus. This provides them some skills and also builds community;
- Grocery busses run on weekends from campus and take students to cheaper grocery stores in town including specialty grocers;
- WeCan is a discounted grocery program which delivers food to campus. The price is significantly lower than buying from a grocery store because the items are purchased through bulk buying.

The past January was the busiest month on record. There is more awareness of the services, but there's also a greater need.

Mr Hodgson noted that there is no hard data about the needs faced by graduate students, but there is anecdotal evidence. Grad students disclose that they are reluctant to seek outside support as there is a stigma, or a fear of repercussions. Students, especially international students, encounter barriers to working off campus. Graduate students are uncertain about their financial security over the long term.

Mr Hodgson encouraged Council Members to learn more about the services, and donate, and share information about the services to those who may find it useful.

Discussion/Questions:

- A Council member thanked Mr Hodgson for the work the Campus Food Bank does to support the campus community. Dean Milne also thanked Mr Hodgson.

11.0 Student Guide: How to Ensure a More Rewarding Student-Supervisor Experience at the University of Alberta

Dean Milne invited Associate Dean Ruetalo to present the Student Guide, which is a complement to the Supervisory Guide. She thanked the GSA for their support and feedback.

The guide will be housed on the FGSR website. The document brings together information that already exists in other places including the Calendar, the Grad Program Manual, and other places, as well as some new information.

The document is organized according to topics that students will find useful, including how to identify a supervisor, how to set expectations with the supervisor, and how to resolve conflict, in addition to others. Associate Dean Ruetalo welcomed any feedback from the group so that final revisions can be made before the document comes back to Council for endorsement next month.

Discussion/Questions:

- A council member inquired about the possibility of having mandatory conflict resolution classes for graduate students. Associate Dean and the GSA will consider a possible collaboration on this idea.
- A member raised the possibility of expanding the guide to include information about the advisor's role so that this is more applicable for course-based students. Associate Dean Ruetalo invited the Council member to make some suggestions that could be included.
- A Council member asked if the first section could be expanded to include information about supervisory styles and ways to learn more about these things through internships, etc.
- Because funding is a potential source of conflict, a member asked whether more information could be added to this document to address this issue. AD Ruetalo suggested that this topic is varied across disciplines and might be better captured in other locations. Dean Milne suggested that the specifics of funding will be captured in the Student-Supervisor Guidelines document. This document is meant to be a general information guide rather than one that captures the details of individual arrangements.
- Dean Milne asked that any other questions or recommendations be forwarded to Associate Dean Ruetalo.

12.0 FGSR Membership

Dean Milne introduced the item of Membership in FGSR; Associate Dean Ruetalo has been working on it for the past several months. This is the first formal discussion on this topic and we'll surely be returning to it in coming months.

Associate Dean Ruetalo emphasized that research indicates that the student-supervisor relationship is a predictor for graduate school success, including expeditious completion of the degree. The research indicates that today's students suffer from mental health challenges, lack of transparency, favoritism and bias, and emotional and material exploitation. The structural problems and longstanding practices invite patterns of abuse due to the nature of the student-supervisory relationship. These issues are not uncommon in cases brought to FGSR, The Dean of Students, the Ombuds office, and the Office of Safe Disclosure and Human Rights.

Despite the various efforts made to improve the supervision of graduate students, this remains an issue for a portion of graduate students. Associate Dean Ruetalo highlighted that most graduate faculties in the U15 Institutions have a membership structure that is centralized, with the exception of three, including the U of A. By establishing a requirement for membership in FGSR for all faculty who supervise graduate students, we have the opportunity to lead in offering comprehensive mandatory training for new faculty. Only three institutions have some sort of training (McGill offers an orientation, U of C provides an online course, and Waterloo offers workshops). In each case, these are mandatory in order for new faculty to be eligible to supervise graduate students.

Associate Dean Ruetalo's proposal is to establish both membership in FGSR, and thorough and robust training that is mandatory for *new* faculty members as prerequisites to supervising graduate students.

This training would not only support faculty to hone their mentorship skills, but would also provide a mechanism for removal of such membership should faculty show patterns of poor supervision.

Discussion / Questions:

- A Council member noted that while he was supportive of the idea in general, he had concerns about the limitation noted about not supervising PhD students until the training was completed. He suggested that a verification protocol would be less restrictive but still achieve the required oversight; a reactive approach would be effective. In addition, junior faculty may have funding guarantees that include research expectations and not being able to supervise could make it difficult to meet these expectations.
- Another Council member noted that the wording stating that academic faculty are automatically considered members won't work for half of the faculty hired by the FoMD. There are also large numbers of individuals who hold Master's degrees and who supervise Master's students. They do not fit into the current categories as they are not eligible to supervise PhDs or chair exams. She suggested using a sub-category, such as "Member B," to denote members of this group.

- Associate Dean Ruetalo, in response to a member's question about the definition of "faculty," responded that the definitions included in the proposed wording are taken directly from the existing calendar language. There may be a need to revise the calendar language to be better aligned with the collective agreement.
- A Council member, while being supportive of the idea of professional development, was concerned about the bureaucratic strain on departments that are already strained for resources. The paperwork for renewing adjuncts every three years would be cumbersome and it is unclear about the greater purpose membership would serve. He questioned why the approach isn't to focus on the 'bad actors', and allow the department to deal with these issues through existing U of A policies.
- Dean Milne clarified that the point of membership is precisely that it allows a structure through which to deal with supervision problems. The time it takes to complete renewals is not meant to be overly laborious.
- A Council member noted that many other organizations have ongoing PD such as APEGGA for Engineers or PD for those holding CPA designations. Why wouldn't this apply to Academics as well?
- Another Member noted that while all academics believe in training in order to develop expertise, generally academics are not trained to be mentors. He suggested a compromise to the restriction on the type of graduate student (master's or PhD) that can be supervised before completing the training; perhaps there could also be a limit on the number of students.
- A Council Member suggested that his conversations with former students who are new faculty reveal that they are surprised by the lack of onboarding into their new roles. This could be considered a 'work savings' opportunity. New Faculty often start in July so if they complete their training over the summer, they may be approved to take on students as of September. He put forward the idea that as an institution of higher education, we have an opportunity to support new faculty with learning opportunities.
- Some FEC standards require the supervision of PhD students in order to be considered for promotion to Associate Professor. A member noted that while she was supportive of onboarding for new faculty, she was concerned about their being excluded from supervising PhDs. She inquired whether they can start supervising while completing the requirements. Associate Dean Ruetalo clarified that there is more work to do in order to clarify the process, and while the document provides 5 years to complete the training it should not take that long.

- A Council member suggested that having a co-supervisor for the first time might help with any issues resulting from a lack of training. She also noted that support in dealing with supervisors who are having difficulty in appropriate supervision would be welcome.
- The final comment on the item was a request that future discussions provide more details about what the mandatory training would look like. This will provide helpful context for further discussion.

13.0 Question Period

Dean Milne thanked the members of Council for their time and their thoughtful feedback on the items discussed. There was no time for question period; members were invited to e-mail FGSR should they have any pressing items.

The meeting was adjourned at 4:00 PM.