

**Council of the Faculty of Graduate Studies and Research**

Wednesday, October 26, 2022 (1:00 - 3:30 pm)

\*\*Virtual Meeting

Min	Item	Agenda Item	Action	Att.
10	1.0	<b>Call Meeting to Order</b>	Action	No
	2.0	<b>Approval of Agenda</b>	Approval	Yes
	3.0	<b>Approval of Minutes of the September 28, 2022 Meeting</b>	Approval	Yes
	4.0	<b>Matters Arising from the Minutes</b>	Discussion	No
10	5.0	<b>Report from the Dean</b>	Receive for Info	Yes
10	6.0	<b>GSA Monthly Report</b>	Receive for Info	Yes
5	7.0	<b>Academic Appeals Committee Membership</b> <i>Motion: THAT FGSR Council approve the new and returning members of the FGSR Academic Appeals Committee, as listed, and for immediate inclusion on the committee.</i>	Approval	Yes
10	8.0	<b>Dual Degree: L'UNIVERSITE DE LORRAINE and the Faculty of Engineering</b> <i>Presenter: Shawn Heinz</i> <i>Motion: THAT FGSR Council approve the implementation of the ULorraine-UAlberta (ENGG) Dual Doctoral Degree Agreement, for implementation upon final approval and signature by all parties.</i>	Approval	Yes
15	9.0	<b>Early Discussion: Grad Certificate Calendar Project</b>	Receive for Info	No
15	10.0	<b>FGSR Associate Dean Update</b>	Receive for Info	No
20	11.0	<b>Canadian Graduate and Professional Student Survey (CGPSS) - 2022 Results Overview</b>	Receive for Info	No
10	12.0	<b>Question Period:</b> <i>Please submit questions in advance to <a href="mailto:graddean@ualberta.ca">graddean@ualberta.ca</a></i>	Discussion	No
2	13.0	<b>Adjournment</b>	Action	No

**\*\*The 2022 - 2023 FGSR Council Meeting Schedule: October 26 / December 7 / February 8 / March 8 / April 26 / May 31  
(All meetings from 1:00 - 3:30 PM)**

**Attendance at FGSR Council – October 26, 2022**
**Department/Unit Faculty Representatives**

Agricultural, Food & Nutritional Science	Ben Willing
Anthropology	Marko Zivkovic
Biochemistry	David Stuart
Biological Sciences	James Stafford
Biomedical Engineering	Alan H. Wilman
Business (non-departmentalized) - MBA	Michael Maier
Business (non-departmentalized) - PhD	Trish Reay
Cell Biology	Richard Wozniak
Chemicals & Materials Engineering	Hao Zhang
Civil & Environmental Engineering	Zaher Hashisho
Communication Sciences & Disorders	Monique Charest
Communications and Technology	Rob McMahon
Computing Science	Denilson Barbosa
Computing Science - Multimedia Program	Denilson Barbosa
Dentistry (Medical Sciences)	Hollis Lai
Digital Humanities	Daniel Laforest
Drama	Lin Snelling
Earth & Atmospheric Sciences	Arturo Sanchez
East Asian Studies	Yoshi Ono
Economics	Heather Eckert
Educational Policy Studies	Lesly Wade-Woolley
Educational Policy Studies	Trudy Cardinal
Educational Psychology	Lesly Wade-Woolley
Educational Studies	Douglas Gleddie
Electrical & Computer Engineering	Manisha Gupta
Elementary Education	Trudy Cardinal
Health Sciences Education	Douglas Gleddie
History, Classics, and Religion	Heather Coleman
Human Ecology	Rachel McQueen
Law (non-departmentalized)	Matthew Lewans
Library & Information Studies	Tami Oliphant
Linguistics	Johanne Paradis
Mathematical & Statistical Sciences	Feng Dai
Mechanical Engineering	Alexandra Komrakova
Medical Microbiology & Immunology	Robert Ingham
Medicine	Jennifer Hocking
Modern Languages and Cultural Studies	Russell Cob
Music	Michael Frishkopf
Neuroscience	Kelvin Jones
Nursing (non-departmentalized)	Dianne Tapp
Obstetrics & Gynecology (Medical Sciences)	Denise Hemmings
Oncology	Alan Underhill
Oncology	Gordon Chan
Pediatrics (Medical Sciences)	Sujata Persad

Pharmacology	Elena Posse de Chaves
Pharmacy & Pharmaceutical Sciences (non-dept.)	Arno Siraki
Philosophy	Jennifer Welchman
Physics	Claire Currie
Physiology	Zamaneh Kassiri
Political Science	Fiona Nicoll
Psychiatry	Allen Chan
Psychology	Chris Westbury
Resource Economics & Environmental Sociology	Brent Swallow
School of Public Health (non-departmentalized)	Susan Chatwood
Secondary Education	Trudy Cardinal
Sociology	Gillian Stevens
Surgery	Fred Berry
Women's and Gender Studies	Katy Campbell

**Regrets:**

Renewable Resources

**Absent:**

 Art & Design  
 Chemistry  
 English and Film Studies  
 Faculte Saint-Jean (non-departmentalized)  
 Internetworking (MINT)  
 Kinesiology, Sport, and Recreation (non-departmentalized)  
 Laboratory Medicine & Pathology  
 Medical Genetics (Medical Sciences)  
 Modern Languages & Cultural Studies  
 Music  
 Native Studies (non-departmentalized)  
 Obstetrics & Gynecology (Medical Sciences)  
 Pharmacology  
 Pharmacy & Pharmaceutical Sciences (non-departmentalized)  
 Philosophy  
 Physical Therapy  
 Physics  
 Physiology  
 Psychiatry  
 Psychology  
 Radiology & Diagnostic Imaging (Medical Sciences)  
 Resource Economics & Environmental Sociology  
 Secondary Education  
 Sociology  
 Women's and Gender Studies

**Associate Deans (Graduate) Representatives for Departmentalized Faculties**
**Present:**

Arts	Kim Noels
Education	Doug Gleddie
Medicine & Dentistry	Greg Funk
Rehabilitation Medicine	Mary Roduta Roberts
Science	Mark McDermott

**Ex-Officio Representatives**

FGSR Interim Vice-Provost and Dean (FGSR Council Chair)	Ali Shiri
FGSR Associate Dean	Andrea MacLeod
FGSR Associate Dean	Cagri Ayranci
FGSR Associate Dean	Frances Plane
FGSR Associate Dean	Micah True
Vice-President (Research) (or Delegate)	Laura Beard
Vice-Provost and Chief Librarian (or Delegate)	Dale Askey
Vice-Provost and University Registrar (or Delegate)	Rebecca Liaw

**Graduate Program Administrators Committee (GPAC) Representatives**

GPAC Member	Nicola DiNicola
GPAC Member	Jen Freund

**Graduate Student Association (GSA) Directly Elected Officials (3) & Graduate Student Association (GSA) Council Representatives (20)**
**Present:**

<i>GSA President</i>	<i>Anas Fassih</i>
<i>VP Labour</i>	<i>Hiren Kaklotar</i>
Chemical and Materials Engineering	Peyman Aghdasi
Agriculture, Food & Nutritional Science	Emilee Storfie
Chemical and Materials Engineering	Sophie Shi
Civil & Environmental Engineering	Olabode Babalola
Civil & Environmental Engineering	Hadi Mokarizadeh
Electrical & Computer Engineering	Collin VanEssen
Med Microbiology & Immunology	Emma Takeuchi
Medicine	Olawunmi Olagundoye
Medicine	Allison Bihari
Nursing	Megan Sommerfeld
Pediatrics	Ezra Ketema
Pediatrics	Qiyu Sun
Political Science	Telisa Courtney
Secondary Education	Colleen Knechtel

**Absent:**

Agricultural, Life and Environmental Sciences	Leluo Guan
Engineering	Tian Tang

**Regrets:**

President (or Delegate)	President Flannigan
Director, Centre for Teaching & Learning*	Janice Miller-Young
Chair, FGSR Academic Appeals Committee*	Moin Yahya

**Regrets / Absent / Alternates:**

<i>VP Academic</i>	<i>Bishoi Aziz</i>
Business	Bhavneet Kaur
Civil & Environmental Engineering	Abel Suresh
Electrical & Computer Engineering	Md Habibur Rahaman
Pharmacology	Nayiar Shahid
Public Health	Ademola Itiola
Renewable Resources	Abhijeet Pathy

FGSR Executive Coordinator (Acting Secretary)	Andrea Riewe	Graduate Ombudsperson	Remonia Stoddart-Morrison
FGSR – Supervisor, Awards and Scholarships	Amanda Brown	GFC Secretary	Heather Richholt
FGSR - Supervisor, Admissions & Program Services*	Joyce Anderson	Presenter, Senior International Agreements Administrator, UAI	Shawn Heinz
FGSR - Program Services Team Lead*	Kris MacManus		
FGSR - Admissions Team Lead*	Kelly Montgomery		
FGSR - Director, Professional Development*	Renee Polziehn		
FGSR - EA to the Associate Deans*	Dena Giroux		

*\*Non-Voting*

## FGSR Council October 26, 2022

### 1.0 Call to Order at 1:01 PM

Interim Vice-Provost and Dean, Ali Shiri, called the meeting to order and welcomed the group.

Dr. Shiri provided several reminders to facilitate the virtual meeting. Those with voting authorities will have received an email with links. Voting members were asked to have this open in preparation for the voting items.

### 2.0 Approval of Agenda for October 26, 2022

**Moved/Seconded:** Greg Funk/Doug Gleddie

**Discussion / Questions:** None

**Approved by consent.**

### 3.0 Approval of Minutes of the September 28, 2022 Meeting Approval

**Moved/Seconded:** Heather Coleman/Cagri Ayranci

Minor Amendments:

- The Civil and Environmental Engineering representative should have been listed as Zaher Hashisho (instead of Selma).
- The Lab Medicine representative should have been listed as Jelena Holovati (instead of Michael Mengel).
- Heather Coleman was in fact in attendance

#### **Questions / Discussion:**

- Andrea noted that we will provide the percentage of approval for each item going forward during the meeting (the numbers will still be verified. This item was passed with approximately 98% approval.

*Approve: 50*

*Oppose: 0*

*Abstain: 1*

### 4.0 Matters Arising from the Minutes Discussion

- A member asked for more information about the FGSR Unit Review.
  - Dr. Shiri noted that we hope to have more information by the next meeting, after Dr. Epp begins his term on Nov. 1. Further information will be shared with the Council once we have it.

### 5.0 Report from the Dean

- Dr. Shiri noted that a Written Report was included in the package. Please take the time to review the operational updates included there.

**Convocation:**

- We are pleased that the Convocation list for Fall 2022 has been approved; with 1098 students convocating this Fall 2022.
- There were 16 students denied who prematurely applied for convocation (either they haven't submitted their thesis or haven't finished their course-based program). This number is much better than the last convocation when we had an extremely high number - 86 students denied for Spring 2022.
- We look forward to celebrating this November with the convocating students.

**FGSR Changes:**

- As noted in the email announcement from the Provost, Dr. Roger Epp will begin as an Interim Vice-Provost and Dean on November 1, and Bobbi Schiestel will begin as FGSR Faculty General Manager on October 31.

**Discussion / Questions:** None**6.0 GSA Monthly Report**

Anas Fassih, GSA President, provided the GSA Monthly Report as circulated. He highlighted the following:

- They are busy advancing priorities that are part of their strategic plan, including strengthening their engagement with students, and have hosted coffee breaks, and a social event (~400 attendees).
- After a series of meetings with the Provost and Deputy Provost, they have committed to engage in a policy draft to reimagine graduate student funding for PhD students. The GSA believes that Doctoral Graduate students should be given some support in the form of institutional guaranteed funding, and that the model should be at least what other institutions are providing. The GSA has also been meeting with Grad Coordinators to discuss funding in their departments and to support their advocacy.
- The GSA is doing fundraising for the Campus Food Bank to help curb food insecurity for grad students, as many Campus Food Bank users are Grad Students.
- Anas noted he is happy to report that they have concluded their labor negotiations and bargaining.
- They are meeting with the Minister of Advanced Education and the Minister of Immigration to advocate for housing, food security, and immigration issues. They will be working with the Provost's Office on a proposal regarding immigration concerns for graduate students, and how this could help with our enrolment goals.

Dr. Shiri noted he is pleased that the minimum funding initiative is being brought forward again as it will allow the UofA to be competitive. He also noted that he was pleased to have been part of the bargaining process with the GSA, and glad that it will help with how we recruit, retain and treat Graduate student appointments at the UofA.

**Discussion / Questions:**

- Regarding Minimum Funding, how will you control for the differences between departments? (I.e. areas where there are no TAs, and most funding comes from the Supervisors?). Is this something that Faculties will help support, or will they just tell the PIs the minimum amount?
  - It would be a combination of sources. This will also be an incentive for Professors to apply for grants. We don't want grad students to be stranded if a professor loses grants or something similar. They are hoping to strike a committee to help with an environmental/landscape scan of our current funding model, but how we will address gaps will be determined still.
- There are issues around the differential fee, and work needs to be done around that. Calgary has a way for 66% of the differential fee to go back to the grad student. The member noted they are glad to see that the GSA has raised this with the Provost.

- This is a research intensive institution, and an attractive funding package is important to advance that. The GSA and Office of the Provost will continue to work on research, and Calgary is a good example.

**7.0 Academic Appeals Committee Membership**

Item 7 is the standard update to committee membership after replenishment over the summer.

Thank you for the individuals (faculty members and students) who responded to our request for interested volunteers.

The proposed members are as noted in the package, with the addition of Arno Siraki from Pharmacy & Pharmaceutical Sciences whom we would like to include in the names put forward.

*Motion: Be it resolved that FGSR Council approve the new and returning members of the FGSR Academic Appeals Committee, as listed, and for immediate inclusion on the committee.*

**Moved/Seconded:** Sujata Persad/Kelvin Jones

**Discussion / Questions:** None

**Approved;** this item was passed with approximately 96% approval.

*Approve: 60*

*Oppose: 0*

*Abstain: 2*

**8.0 Dual Degree: L'UNIVERSITE DE LORRAINE and the Faculty of Engineering**

*Presenter: Shawn Heinz, University of Alberta International*

Dr. Shiri noted that this item was discussed and feedback provided at GPST and twice at the Policy Review Committee.

Apologies for an error in the item in the package; a revised version was circulated to Council.

Shawn Heinz noted that the changes from GPST and PRC have been included. For context, this is an outgrowth of an existing Masters degree program. While it is a separate program, it provides the opportunity for Masters students in a dual degree program and new PhD students to pursue a dual degree.

*Motion: Be it resolved that FGSR Council approve the implementation of the ULorraine-UAlberta (ENGG) Dual Doctoral Degree Agreement, for implementation upon final approval and signature by all parties.*

**Moved/Seconded:** Doug Gleddie/Trish Reay

**Discussion / Questions:**

- A number of French Universities have a commitment to have gender parity for their exams, however we have some challenges with that here especially in smaller departments. Has the team thought through how this might apply here? (Re: Appendix A, 5.3)
  - At the Masters level, they have been working through some of these issues already. We will need to comply with both sides' requirements for exam committees, so they will need to address this when the time comes.

**Approved;** this item was passed with approximately 95% approval.

*Approve: 57*

*Oppose: 0*

*Abstain: 3*

Dr. Shiri thanked Shawn for diligently addressing all the feedback from the various committees.

## **9.0 Discussion: Grad Certificate Calendar Project**

*Presenter: Frances Plane*

Dr. Shiri noted that with several Faculties already having graduate certificates and with growing interest in developing certificate programs across campus, FGSR felt it was important to develop a project to look at these more holistically across campus.

Currently there are no clear regulations in the calendar around certificates, and we want to work through the purpose of certificates and what the value to the University and student is. We want to ensure consistency, particularly regarding laddering, and to address current challenges of procedural issues.

We will start with an environmental scan to look at our current offerings, and look across the country at the administration of grad certificates at other institutions. We will form a working group of around 10 members, and a call will go out for interested members; we are looking for a good cross section of individuals.

### **Discussion / Questions:**

- Students who are laddering have to resubmit all of their documentation, could this be simplified?
  - This is a workflow issue and especially challenging during our peak admissions season. We can look at this type of issue, but are focusing on the calendar regulations.
- A member noted that this is a good process to look at. We need a smooth process for students to transition, if we make it arduous they will go elsewhere, but they are already our students who have met our criteria.
- The difference between Embedded and Stand Alone certificates is vague.
  - The University handbook for certificate development outlines these paths, but the different types require different pathways. More work can be done in this area.
- Every faculty's certificate needs are different; and they are a good way to get students into the UofA.
  - We want consistency, but want these to be usable. If we can come up with baselines that are workable, that can be built on.

Individuals are welcome to email Dr. Plane concerns and questions.

## **10.0 FGSR Associate Dean Update**

*Presenter: Micah True and Andrea MacLeod*

Associate Deans Micah True and Andrea MacLeod provided a report on the nature and type of student cases, including stats on the types and distribution of cases, and on the broader initiatives that our Associate Deans are involved in.

The Associate Deans work through a range of student cases, including the following types:

- Candidacy exam issues
- Change of category (PhD to Master's)
- Thesis defense
- Required to withdraw
- Academic probation
- Conflict with supervisor
- Perceived neglect
- Program extension
- Supervisor on leave
- Leave of absence
- Intellectual property
- Data ownership
- Joint authorships issues
- Bullying and Harassment
- Funding & Financial issues
- Family & health issues

It is important to note that the cases that come to the FGSR Associate Deans have typically already gone through some attempts at problem solving with the supervisor and student and others within the department, but solutions have been challenging to find. While a student identifies one concern before the meeting, often the concern is unfolding and complex. FGSR Associate Deans also contact various offices on campus, including the Dean of Students Office, University Governance, Research Ethics Office, Office of General Counsel, as they work through cases. The majority of cases come from students who have Permanent Resident and Study Permit status.

FGSR Associate Deans serve on many Committees and Advisory Councils across Campus, and on Dean/Chair searches or reviews. They also provide frequent department consultations with Grad Coordinators, Associate Deans, Supervisors, etc., to provide guidance and support.

Additional details were provided regarding the portfolios of the Associate Deans, including the following highlights:

- In Dr. Ayranci's portfolio, 34 new Awards were approved during the 21-22 period, and 57 award adjudications were held.
- In Dr. MacLeod's portfolio, her project work currently focuses on Course Based Masters in terms of needs from the program and student perspective, and important work on EDI and Indigenous Initiatives.
- In Dr. Plane's portfolio, her work is on new program development and program changes, and International Agreements, as well as a project around a framework for Graduate Certificates.
- In Dr. True's portfolio, his work currently includes the Exam Regulations Revision Project, and the TRaCE multi-institutional project which is focused on humanities PhD programs and career outcomes for PhD students.

#### **Discussion / Questions:**

- A member noted they are tidying up their candidacy processes within their department, should they wait until the Exam Regulations Project is finished.
  - We are slowly moving forward with the proposed regulation changes for the calendar, however, we are unsure what the final version of the proposal will look like until it goes through multiple committees. Dr. True is also waiting to work with Dr. Epp, the incoming Vice-Provost and Dean, on this further.



- A member asked why the Course Based Masters Report is only internal so far?
  - It has been shared with those consulting on it. With the changes in the Provost's office and in FGSR, we are paused and are waiting before we send it out.

**11.0 Canadian Graduate and Professional Student Survey (CGPSS) - 2022 Results Overview**

*Presenter: Ali Shiri*

Acting Interim Vice-Provost and Dean, Ali Shiri provided a presentation on the CGPSS 2022 Data. This survey has been completed every three years across many institutions across Canada (~50), and it provides findings related to Graduate Student experience. The presentation included data on educational status, general satisfaction, financial status, demographics and rating comparisons over the past years.

**Discussion / Questions:**

- Members appreciated the interesting info.
- A member asked what the response rate was for UofA.
  - Over 3000 out of our ~8500 students, which would be about 35%.
- Is the distribution proportional across our faculties?
  - Not necessarily, in some cases there are more from different faculties.
- How was the survey distributed, did FGSR choose students from certain faculties?
  - No, the survey was distributed by CAGS to all current UofA grad students. We can review the breakdown by Faculties further.
- Members noted that they would like to see the breakdown by Faculties, and asked for access to data from their Faculties and departments.
  - Dr. Shiri noted that we can share the slides, and noted that the data likely has to be categorised first. We can look into this further.
- Are we able to see the results in context of how students are answering these questions across all institutions? Are our students having more challenges than others?
  - Not all Universities make their data publicly available.
  - CAGS posts an aggregate, although it looks like 2022 isn't up yet. [See: <https://cags.ca/cgps/>]
- Andrea MacLeod noted that in her work on Course Based data, she was part of the group who updated the questions within CGPSS for Course Based students so that we have better data going forward from that group.
- Have Grad Students seen the findings? Perhaps seeing their findings will encourage future participation. Another member also noted that some units are including this info in their Quality Assurance reports so students would have seen it in those documents.
  - We can look into students having access, perhaps through the GSA.
  - Dr. Shiri confirmed this information would be helpful as units prepare their QA reports.
- Were the responses correlated with demographics information (ie. gender, age, etc)?
  - Not yet, as this is the first analysis. We are hoping to do more work on this.
- It appears that student experience is a concern.
  - The idea of student experience is multifaceted, and captures academic experience, life experience and overall experience. This data was also affected by COVID over the past couple years. Student experience is a measure we pay attention to and work to continually address.
- Is there an opportunity to adjust questions or provide input for future iterations of the national survey? (Ie. gender or other elements)
  - CAGS is good at receiving feedback for future iterations; feedback can be provided through the CAGS website ([info@cags.ca](mailto:info@cags.ca)), or FGSR can also pass along feedback.

- Was the number of respondents lower or higher than in 2019?
  - Dr. Shiri noted we can confirm it.  
[Added info: 3232 respondents in 2022; 2664 respondents in 2019; 1759 respondent in 2016; 2094 respondents in 2013]

## 12.0 Question Period

- No questions received in advance.
- How are the student progress reports being assigned as different students are receiving them at different times? Could we do it in a way more convenient for departments where there is a window during a certain period?
  - Most reports were released in May and June in batches so as to not break the system in the first iteration. However, some reports have been with the students for months, so if supervisors are receiving them at different times, it could be because the student has been sitting on it for a long period, or lost it and had to have their report restarted.
  - We are looking into when it is the best for units to complete their reports. However, there is a step within the process where supervisors ‘set the next date’ for the next progress report. As long as a report is completed annually, this can be whatever date works for the supervisor or dept. Supervisors could set the next date to coincide with other reporting required in the dept. However, we wanted to maintain flexibility for supervisors to set the next date up to once per term for students who need additional guidance and support.
- A member noted concern regarding not being able to customize the forms for specifics needed in their department and whether this part of the process could be revisited. A student echoed some issues with workflow and glitches that could be looked at and further streamlining (ie. multiple reminders).
  - We will take this into account; and can look into revisions once we have completed this cycle.
- A member asked about students in Iran who aren’t able to get visas, and asked whether FGSR can take any action on this? Another member noted concerns regarding extending application deadlines, etc.
  - Our Admissions team is handling deferral requests to work to accommodate these, including requests made after the deadline.
  - We are working with the DoS, UAI to support these students.
  - At FGSR we are working through accommodations that we can provide related to documents and in the areas that are core to FGSR (ie. Admissions, Awards, etc).
- How will the CGPSS data (especially student life and opinion) be used for improvements and changes?
  - Different aspects of the survey are used to inform different practices, policies, regulations, and how we advise and provide support for grad students. We use it to understand challenges and concerns, and then inform changes.
  - For example, additional attention and work on supervision and current discussions around funding.

## 13.0 Adjournment

The next meeting is December 7

Motion to adjourn: Elena

Meeting adjourned at 3:10 PM