

COUNCIL OF GRADUATE AND POSTDOCTORAL STUDIES (CGPS)

Meeting held via Zoom

Date: Monday, October 19, 2020

Time: 2:30 p.m. to 4:30 p.m.

For meeting attendance list, please see last page.

Guests:

Dr. Robyn Tamblyn, Faculty of Medicine

Dr. Jake Barralet, Faculty of Medicine

Ms. Lorna MacEachern, Graduate and Postdoctoral Studies

Order was called at 2:32 p.m.

Dean Nalbantoglu confirmed quorum.

1.0 Adoption of the Agenda**CGPS-AGD_2020.10.19**

Dean Nalbantoglu informed Council members about a revision to the Agenda. The Master of Arts and Science (M.A. & Sc.) (Non-Thesis) was removed and will be brought to CGPS for review at a future date. Two new programs were added to the Agenda: the Master of Science (M.Sc.) Experimental Medicine (Thesis): Digital Health Innovation and the Master of Science (M.Sc.) Experimental Surgery (Thesis): Digital Health Innovation.

Motion was made by Philippe Depalle, and seconded by Nathalie Lamarche-Vane, to adopt the agenda. Motion carried.

2.0 Approval of previous Minutes of Meeting**CGPS-MoM_2020.09.14**

Motion was made by Nancy Czermel, and seconded by Isabelle Gelin, to approve the minutes of the meeting held on Monday, September 14, 2020. Motion carried.

Business Arising

None

For Approval**3.0 New Graduate Programs:****3.1 Master of Science (M.Sc.) Experimental Medicine (Thesis): Digital Health Innovation****CGPS-NP-M.Sc.ExMed-T_DigHlthInno_R00****3.2 Master of Science (M.Sc.) Experimental Surgery (Thesis): Digital Health Innovation****CGPS-NP-M.Sc.ExSur-T_DigHlthInno_R00**

Presented by: Dr. Robyn Tamblyn and Dr. Jake Barralet from Faculty of Medicine

The Master of Science (M.Sc.) Experimental Medicine (Thesis): Digital Health Innovation and the Master of Science (M.Sc.) Experimental Surgery (Thesis): Digital Health Innovation intend to address rising health care costs, advances in the digitization of health care and increasing volume in digitized and health and social data. As new and advanced sources of data have become available, Dr. Robyn Tamblyn emphasized the importance of training a new cadre of clinician and informatic scientists to partner in developing and evaluating service innovations and utilising new high volume streams of clinical and health-related data from clinical systems, wearables and social media.

The collaborative 45-credit Master's Thesis concentration between Experimental Medicine and Experimental Surgery aims to fill a gap in the current graduate training opportunities offered by providing students with a unique combination of training to acquire the skills necessary to develop ideas into digital tools. Required courses include two existing foundational courses in biostatistics and clinical epidemiology, an existing course in innovation and an existing course in AI in medicine. The programs also capitalize on

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CFI funded digital assets at the MUHC and the SIF funded Clinical Innovation Platform housing the Surgical Computing Centre. Dr. Jake Barralet noted that the Digital Health Innovation concentration would be a unique program in Canada and second internationally to Stanford's Biodesign for Digital Health program.

The Digital Health Innovation concentration is open to those with health professional, informatics, computer science, data science, engineering or quantitative basic science undergraduate training. Admission requirements include a minimum G.P.A. of 3.2 and evidence of successful completion of a CEGEP or higher-level course in calculus or advanced math. Expected enrolment for the first cohort is 10-20 students.

CGPS commentary

- Several Council members expressed concern as to whether students without medical backgrounds would have sufficient training in the field to complete the degree. Drs. Tamblyn and Barralet stressed the necessity of working in teams in order to develop ideas into digital tools, emphasizing the importance of fostering partnerships and a dialogue of mutual understanding across disciplines. Dr. Barralet also noted that many students have already developed digital tools without formal guidance and support.
- A Council member questioned the distinction between the two programs. Dr. Tamblyn replied that while the thesis credits are different, the other courses remain the same. She confirmed that this has been the practice historically.
- A Council member asked for clarification regarding the hands-on component of the required Surgical Innovation course. Dr. Barralet explained that while in the past the course involved the shadowing of a surgical or clinical team by multidisciplinary groups of students, due to the current Covid situation, the course has been restructured. The course has now shifted to an online format and has been modified to include a series of interviews with surgeons to build a library that can be shared to stimulate conversation about needs in certain clinical areas.
- Council members discussed the replication of courses across the University, questioning departments' willingness to offer more service courses at the graduate level.

CGPS requests

Council members requested a consultation from interim Chair of Epidemiology, Dr. Platt, confirming the use of the epidemiology course.

Motion was made by Jean-Benoit Charron, and seconded by Tamara Western, to approve the new programs. The new programs were approved by a majority vote; they will be reported to SCTP for approval.

For Information**4.0 For Information:****4.1 Minor/Moderate Revisions and Program Retirement CGPS-RPTP_2020.10.19
[including Low Enrolment/Obsolete]**

Dean Nalbantoglu explained that changes are currently being made to the M.B.A. Japan programs in alignment with the revisions made to the General M.B.A. program last academic year. The M.Sc. Medical Radiation Physics (Thesis) is being revised in compliance with the Ministry-mandated revision of Master's thesis programs over 45 credits.

Proposals available upon request.

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Councilors' forum**5.0 Item proposed****5.1 FRQ Funding - Non-Thesis Programs**

A Council member noted that two Master's Non-Thesis programs in her department are currently not eligible for FRQ funding, requesting a possible solution.

Dean Nalbantoglu explained that in the past any Master's program with a research component was eligible for FRQ funding, whether or not it had a thesis; however, in 2017 the FRQ decided that programs without a thesis would no longer be funded. Furthermore, the Ministry changed its government funding for programs, making a distinction between Research Master's and Professional Master's programs, with the criteria for Research Master's being a minimum of 18 thesis credits and a thesis that is evaluated externally. As such, all Master's Non-Thesis programs are considered Professional Master's and are not eligible for FRQ funding. On the other hand, students who fast-track from a Bachelor's to a Ph.D. continue to remain eligible for provincial funding as they will eventually produce a thesis. Dean Nalbantoglu reminded Council members that although ineligible for FRQ funding, Master's Non-Thesis students are eligible for SSHRC funding.

5.2 Granting Student Extensions

Due to the current Covid-19 situation, a Council member asked if it was possible to automatically grant students a 1-year extension on their time limitation, rather than asking them to apply on an individual basis.

Dean Nalbantoglu explained that as there is no means of tracking such a blanket extension in the system, during Covid-19 the situation was dealt with by contacting all Master's and Ph.D. students at time limitation to see whether they were on track to complete their studies. Students who weren't were granted extensions. This procedure of granting student extensions will be entrenched in the system and will be kept up for 5 to 6 years to accommodate all students affected by Covid-19. Dean Nalbantoglu informed Council members that the December 15th thesis deadline will not be extended due to processing times and the Christmas holidays; however, extensions have been exceptionally granted on an individual basis.

Other Business**6.0 myPath – Individual Development Plan**

Presented by: Ms. Lorna MacEachern from Graduate and Postdoctoral Studies

Ms. Lorna MacEachern provided an overview of the myPath Individual Development Plan (IDP), a tool designed to support and prepare graduate students and postdocs for the challenging transition from academia to an uncertain and ever-changing job landscape by providing them with goal setting tools to help them identify and plan their goals. The IDP asks students to devote 1-2 hours per year on self-reflection, encouraging the active and intentional contemplation and identification of goals and subsequent plan development throughout their degree.

The IDP differs from progress tracking in that it's more holistic in nature, not only focusing on academic objectives, but skills development on a broader scope, personal well being and career outcomes in general. At McGill, Ph.D. students admitted as of Fall 2019 are being asked to report whether or not they completed

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their IDP by June 1st of each year; however, completion of an IDP is not mandatory. Furthermore, the report remains a confidential document that students are not required to share with their supervisors or the University.

Several sources were consulted in the creation of the IDP including, broad consultations and collaborations with an Advisory Board, focus groups, Career Services Needs Survey, working groups and individual expert consultations. A variety of tools and programming options have been created to support students in the creation of their IDP. Tools include a comprehensive workbook, a semester planner, Individual Development Framework handouts and a myPath web application. Programming includes a How to Plan Your Goals workshop, an Intro to myPath Orientation, a Peer Pathways Program and an IDP Lab Series.

CGPS commentary

- A Council member asked whether students were already aware of the IDP or if they should be informed by their professors. Ms. MacEachern confirmed that it has been announced through the GradProg listserv and that the series of workshops have been advertised through Skillsets and CaPS. Furthermore, anyone admitted into a Ph.D. program as of Fall 2019 received a personal email from Ms. MacEachern informing them that they have been enrolled in myCourses under the IDP section. The IDP is specifically being targeted to Ph.D. students beginning Fall 2019; however, Ms. MacEachern assured that the material is relevant and available to all students and Faculty members alike. Although students prior to Fall 2019 would not have received personal emails, they have been informed about the tool through all other communication channels provided. Ms. MacEachern also encouraged Faculty endorsement of the IDP.
- A Council member noted that GPDs might provide the shortest route to conveying the message as widespread as possible, thereby suggesting that they be provided with the materials and the tools to introduce the IDP to students, perhaps during Orientation.
- A Council member asked whether there were plans to assess the program. Ms. MacEachern explained the difficulty of assessing IDPs as they are customizable to the individual and measures of success vary; however, she confirmed that there would be further conversation on how to evaluate the success of the IDP more rigorously in the coming year.
- A Council member asked if there was a specific reason that this topic was being brought to CGPS. Dean Nalbantoglu explained that in addition to program approval, CGPS is an important venue to relay information regarding everything to do with graduate education and graduate student life in general.
- A Council member wondered whether the IDP would take away the responsibilities of some supervisors. Dean Nalbantoglu explained that feedback shows that students often feel uncomfortable and prefer not to share this type of information with their supervisors. In turn, contrary to common practice in the United States, we have intentionally unlinked the IDP from progress tracking. Dean Nalbantoglu added that students do not necessarily have to use McGill's tools, but can also explore the links to other IDPs that are referenced on the myPath website.

There being no further business, all were in favor to adjourn the meeting at 4:11 p.m.

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Q*	Name	Faculty/Departement	Present	Regrets	Absent
1	Cecily Hilsdale	Arts	X		
2	Eran Shor	Arts	X		
3	Griet Vankeerberghen	Arts	X		
4	Robert Funnell	Medicine and Health Sciences	X		
5	Isabelle Gelinás	Medicine and Health Sciences	X		
6	Nathalie Lamarche-Vane	Medicine and Health Sciences	X		
7	Andrew Cumming	Science	X		
8	Nicolas Moitessier	Science	X		
9	Tamara Western	Science	X		
10	Jean-Benoit Charron	Agricultural, Environmental & Science	X		
11	Stephanie Chevalier	Agricultural, Environmental & Science	X		
12	Marta Kobiela	Education	X		
13	Marie-Helene Pennestri	Education	X		
14	Jinhyuk Lee	Engineering	X		
15	Siva Nadarajah	Engineering			X
16	Monzur Murshed	Dentistry			X
17	Nancy Czermel	Law	X		
18	Samer Faraj	Management	X		
19	Philippe Depalle	Music	X		
20	Kristi Kouchakji	Secretary-General - PGSS (delegate)	X		
21	TBA	Postdoctoral fellow			
22	TBA	Graduate Student - AES, Eng or Sci			
23	TBA	Graduate Student - Arts, Edu or MGMT			
24	TBA	Graduate Student - Dentistry or Med			
25	TBA	Graduate Student - Law or Music			
-	April Colosimo	Libraries (ex-officio)	X		
-	Sylvain Coulombe (for Martha Crago)	Vice-Principal (Research and Innovation) (ex-officio) (delegate)		X	
-	Carolyn Samuel (for Laura Winer)	Director - TLS (ex-officio)	X		
Members with voice but no vote					
-	Josephine Nalbantoglu	Dean of GPS - Chair	X		
-	Lorraine Chalifour	Associate Dean - GPS	X		
-	Nathan Hall	Associate Dean - GPS	X		
-	Russell Steele	Associate Dean - GPS	X		
-	Elisa Pylkkanen	Director - GPS	X		
-	Maggie Do Couto	Academic Affairs Officer - GPS	X		
-	Chloe Garcia	Academic Affairs Officer - GPS	X		
-	Cindy Smith	SCTP Secretary	X		
-	Sarah Curci	Committee Secretary	X		

*Q = quorum (40%) = 10 on 25 members - Article 6.3.1 from Statutes of McGill University.

An ex-officio member is not counted in calculating the quorum, but he/she has the right to vote. - Robert's Rules of Order