

**COUNCIL OF GRADUATE AND POSTDOCTORAL STUDIES (CGPS)**

Macdonald Engineering, MD 267

Date: Monday, September 12, 2022

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

\*For meeting attendance list, please see last page.\*

Guest(s):

Lorna MacEachern, Associate Director, Student Engagement, GPS

**Order was called at 2:35 p.m.**

Dean Nalbantoglu confirmed quorum.

**1.0 Adoption of the Agenda CGPS-AGD\_2022.09.12**

Motion was made by Isabelle Gélinas, and seconded by Cindy Smith, to adopt the agenda. Motion carried.

**2.0 Approval of previous Minutes of Meeting CGPS-MoM\_2022.05.09**

Motion was made by Stéphanie Chevalier, and seconded by María Sierra Córdoba Serrano, to approve the minutes of the meeting held on Monday, May 09, 2022. Motion carried.

**Business Arising**

**3.0 Welcoming remarks and CGPS Mandate (2022-2023) CGPS-MM\_2022.09.12**

Dean Nalbantoglu welcomed Council members and explained the CGPS mandate. She noted that it is important for representatives to attend Council (or send replacements) to ensure that they can then solicit ideas, opinions, and feedback from their respective communities about graduate education issues.

**For Approval**

NONE

**For Information**

**4.0 For information**

**4.1 Reports for Minor/Moderate Revisions and program Retirements [including low-enrolment/obsolete] CGPS-RPTP\_2022.09.12**

**4.2 CGPS Annual Report: Graduate Programs and Policies approved at Council in 2021-2022 CGPS-RPT\_2021-2022**

Dean Nalbantoglu summarized information in the report and restated the general procedures for submitting new programs, revisions, and retirements.

**Councillors' forum**

**5.0 myThesis**

In response to a comment from a Council member regarding GPD workload in myThesis, Dean Nalbantoglu presented on the myThesis approval workflow and reviewed GPC and GPD approval procedures and responsibilities.

Further comments were made by Council members about examiner nominations and communications and the overall thesis submission process. Suggestions were made about providing GPCs with increased abilities in myThesis, and facilitating examiner access to technical support. GPS highlighted some of the support resources provided in the examiner notification emails, including access to an IT support form, link to web instructions, and the thesis office contact information.

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A Council member also brought attention to the role of GPDs in ensuring the quality of theses they review and approve. Dean Nalbantoglu noted that some GPDs will not approve theses that do not meet McGill requirements. Otherwise, internal examiners and Pro-Deans might bring attention to missing components. Dean Nalbantoglu highlighted students should use the thesis submission checklist for reference when preparing their thesis.

The PGSS “Roadmap to a Successful Thesis” Workshop and the Graphos thesis writing workshops were highlighted as important resources for students. Administrators can attend the weekly myProgress/myThesis Clinics.

**Other Business****6.0 Individual Development Plan**

The Associate Director of Student Engagement at GPS, Lorna MacEachern, presented the Individual Development Plan (IDP), which aims to help students plan for their careers. The IDP offers students a structured process to reflect on their future, identify goals, develop a plan to achieve them, and act on these. This dynamic process encourages a regular and iterative approach to goal setting. The IDP is being expanded to non-thesis masters’ students, with a greater focus on career planning. The specific requirement for an IDP for non-thesis students involves participating in an IDP workshop or program, creating and finalizing an IDP document, and submitting the “IDP Attestation Form”. The presenter addressed questions related to students’ feelings toward making an IDP, emphasizing students should be proactive and intentional in the career planning and search process. The PGSS student representative expressed that the project would be more effective if supervisors could be further involved in their students’ career exploration. The presentation concluded with a discussion on survey statistics demonstrating students’ career paths after graduation that are available to departments.

**Graduate Funding Updates**

- 7.0** Dean Nalbantoglu reminded Faculties to encourage their students to apply for external funding. In the Fall 2021 competition, there were 74 more FRQ doctoral offers than the previous year. McGill students received 40% of all FRQNT across the province (49% for FRQS; 19% for FRQSC). Dean Nalbantoglu reminded Council members of the Funding workshops offered at McGill (recordings are available on the GPS website) and GPS support with the translation of FRQ abstracts into French.

**There being no further business, all were in favor to adjourn the meeting at 4:10 p.m.**

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Q*	Name	Faculty/Departement	Present	Regrets	Absent
1	TBC	Arts			
2	Eran Shor	Arts	x		
3	Jason Opal	Arts	x		
4	Fackson Mwale	Medicine and Health Sciences	x		
5	Isabelle Gélinas	Medicine and Health Sciences	x		
6	Pierre Moffatt	Medicine and Health Sciences		x	
7	Nik Provatas (interim)	Science	x		
8	Barbel Knauper	Science	x		
9	Bernhard Lehner (interim)	Science	x		
10	Jean-Benoit Charron	Agricultural, Environmental & Science	x		
11	Stéphanie Chevalier	Agricultural, Environmental & Science	x		
12	Chiaki Konishi (interim)	Education	x		
13	Benoit Gentil (interim)	Education	x		
14	Jinhyuk Lee	Engineering	x		
15	Theodora Vardouli	Engineering	x		
16	Monzur Murshed	Dentistry		x	
17	Bianca Bourgeois (interim)	Law	x		
18	Samer Faraj	Management	x		
19	Roe-Min Kok (interim)	Music	x		
21	María Sierra Córdoba Serrano	School of Continuing Studies	x		
21	Hossein Poorhemati	Secretary-General - PGSS (delegate)	x		
22	<b>TBA</b>	Postdoctoral fellow			
23	<b>TBA</b>	Graduate Student - AES			
24	<b>TBA</b>	Graduate Student - Arts			
25	<b>TBA</b>	Graduate Student - Med and Hlth Scis			
26	<b>TBA</b>	Graduate Student - Law			
-	April Colosimo	Libraries (ex-officio)	x		
-	Debra Titone (interim)	Vice-Principal (Research and Innovation) (ex-officio) (delegate)	x		
-	Carolyn Samuel (interim)	Director - TLS (ex-officio)	x		
<b>Members with voice but no vote</b>					
-	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		
-	Chloe Garcia	Manager, Academic Programs - GPS	x		
-	<b>TBA</b>	Academic Programs Officer - GPS			
-	Cindy Smith	SCTP Secretary	x		
-	Xinyan Fang	Committee Secretary	x		