

**Council of Graduate and Postdoctoral Studies**

Minutes of the meeting of the CGPS held on

Monday, October 19, 2015 2:30 pm

James Administration Building, Room 301

**Attendance:**

*Officers:*

Josephine Nalbantoglu (Chair)

Alison Crump (Acting Secretary)

*Ex-Officio:*

Elisa Pylkkanen, Robin Beech (regrets), France Bouthillier, Jean-Jacques Lebrun, Maggie Do Couto, Peter Grutter (regrets), Devin Mills (regrets), Laura Winer, Cindy Smith (regrets)

*Elected Members:*

René Turcotte (for Gordon Bloom), Sébastien Breau, Bilal Marwa (for Hao Yu Chen), Benoît Côté, Nancy Czernemmel, Stella Scalia (for Samer Faraj), Louis Houle, René Turcotte (for Dennis Jensen), Cindy Kim, Stephanie Law, Cindy Lui (for Naguib Mechawar), Faleh Tamimi Marino (for Monzur Murshed), Meyer Nahon, Laura Nilson, Milica Popovich, Andrea Price, Aimee Ryan, Lena Weman

*Regrets:*

Gordon Bloom, Hao Yu Chen, Samer Faraj, Dennis Jensen, Naguib Mechawar, Monzur Murshed, Vijaya Raghavan, Cindy Smith

*Absent:*

Natheer Alatawneh, Derek Bowie, Lara Braitstein, Pengfei Guan, Prashant Keshavmurthy, Michael Van Dussen, Elaine Weiner

*Guest(s):*

Eleanor Stublely, Gillian Bartlett-Esquilant

**Order was called at 2:35 pm**

Dean Nalbantoglu confirmed that with 17 voting members present, quorum (50% voting members + 1) was established.

**106 Adoption of the Agenda**

Motion was made by Nancy Czernemmel, and seconded by Meyer Nahon, to adopt the agenda.  
Motion carried.

**107 Approval of the Minutes**

Minutes of the meeting of September 14, 2015

CGPS.15.06– MinSept14\_15

Motion was made by Louis Houle, and seconded by Sébastien Breau to approve the minutes of the September 14, 2015 meeting. Motion carried.

**108 Business Arising**

**For Approval**

New Programs:

a) **PhD in Family Medicine**

**CGPS.15.07–PhD\_FamMed**

Professor Gillian Bartlett-Esquilant, Associate Professor and Graduate Program Director for the Department of Family Medicine, presented the PhD in Family Medicine.

She explained that the Department of Family Medicine recently had a Master's program approved by the Ministère d'éducation, enseignement supérieur et recherche (MEEESR). The Department has been offering an Ad Hoc PhD program for the past two years. In both years, 10 PhD students were admitted. Professor Bartlett does not expect that number to go down as it is only one of two Family Medicine PhD programs in Canada. She explained that some applicants are wary of the Ad Hoc program as they do not understand what this means. Family Medicine is an interdisciplinary field of research focused on community-based care; primary care, genomics, etc., which requires graduate students to master statistics, qualitative research methodologies, epidemiology, mixed methods research, participatory research, and knowledge translation (because they work closely with clinicians).

The PhD program targets clinicians, many of whom are already well established clinical researchers. This is a zero credit PhD program with a rigorous comprehensive exam, for which students are expected to be able to answer questions related to any topic covered in the Master's program, and defend a research protocol to external examiner. Professor Bartlett explained that there are no program requirements of research training in the program description because of the variety of applicants, who come from Canada, South America, and Africa. She argued that it is necessary to maintain flexibility in the program because of the differences between students who went through the Master's program, and those who are coming out of 20 years of clinical research. The supervisor will decide how each student will gain the expertise and knowledge they need to pass the comprehensive exam. Students will be encouraged to take courses. The PhD program will build capacity at McGill through satellite sites for supervision at 17 sites across Canada.

After her presentation of the program, there was a long discussion period. In response to a question related to admissions criteria, Professor Bartlett explained that the department has a higher than usual CGPA (i.e., 3.6) for applicants. Applicants either have extensive research experience and have published widely, or have done a thesis-based Master's. The comprehensive exam works as a motivation for the candidate as students know that they need to have a certain amount of breadth and depth of knowledge to pass the exam, thus will take the course they need to prepare for it.

A concern was raised about how the PhD program proposed differs from the Ad Hoc program, the latter which is meant to be different for each student. A suggestion was made to include some program requirements in the PhD program, which could be waived for students as necessary. Having them written down provides more opportunities for tracking progress. One Council member suggested

unpacking the comprehensive exam process so the requirements are clearer. Another highlighted the importance of having articulated requirements to ensure the continuity and sustainability of the program. Professor Bartlett explained that the dossier that has been prepared for the Ministry includes details about the program (expectations for the comprehensive exam, thesis, supervision, progress tracking, and timelines). In addition, core competencies are built into the comprehensive exam. These details are in the comprehensive exam syllabus and this functions as the measure of requirements for individual students.

A final comment was made regarding the lack of consultation with other units, which is unusual for a program that is multidisciplinary.

Given the considerable discussion and concern about the lack of requirements for the PhD program, Dean Nalbantoglu suggested that there be no vote on this proposed program in today's meeting. Instead, Council members will be provided with additional information regarding the proposed PhD program. This item will be presented again at the next Council meeting, on November 16, 2015.

**b) Graduate Artist Diploma**

**CGPS.15.08–GradArtDip\_Mus**

Professor Eleanor Stublely, Associate Dean (Graduate Studies) and Associate Professor in the Schulich School of Music, presented the Graduate Artist Diploma and the Graduate Diploma in Performance.

Professor Stublely explained that for many years, the School of Music has had an undergraduate Artist Diploma, yet representation and enrolment in the program has been primarily graduate students. Asking graduate students to register in an undergraduate program has created a challenge in terms of recruitment and professional development. This new graduate level diploma better reflects where students are in terms of skill and level. It is the second step in graduate diploma program, after the Graduate Diploma in Performance.

Current enrolment in the undergraduate artist diploma is between 15 and 20 students.

Program Revisions:

**a) Graduate Diploma in Performance**

**CGPS.15.09–GradDipPerf\_Mus**

Professor Stublely explained that this used to be the Graduate Diploma in Professional Performance. The revised program will be the first step in 2-step diploma (followed by the Graduate Artist Diploma), and includes intense studio one-on-one coaching. Together, these two diplomas serve as polishing degrees for performance musicians.

Motion was made by Aimee Ryan, and seconded by Nancy Czemmell, to vote for the approval of the Graduate Artist Diploma and the Graduate Diploma in Performance. Motion carried. All were in favour to approve the two diplomas.

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| a) <b>CGPS Report 1 – New, Revised and/or Retired<br/>Graduate Programs and/or Courses</b> | <b>CGPS.15.10–Report 1_2015.01</b>  |
| b) <b>SCTP Report 10_May 2015</b>  | <b>CGPS.15.11–SCTP_Rpt10_May_15</b> |
| c) <b>SCTP Report 11_Aug 2015</b>  | <b>CGPS.15.12–SCTP_Rpt11_Aug_15</b> |

The documents above were presented for information to the members.

Dean Nalbantoglu explained the new approval pathway for graduate-level courses, minor and/or moderate program revisions proposals; that is, effective September 1 2015, all graduate-level courses (600-level and higher) and program proposals are approved by CGPS before SCTP review. To facilitate this process, a CGPS sub-committee, consisting of the Associate Dean for Programs, Academic Projects Officer, and Academic Affairs Administrator, will review and approve the courses. These will be reported at Council meetings.

The two final SCTP reports of the previous academic year are included in the CGPS agenda for information only. With the change in the approval pathway, these reports will no longer be submitted to CGPS.

#### **110 Councilors' Forum**

- a) Thesis office

Dean Nalbantoglu responded to concerns regarding slow thesis processing times. She provided a brief history of changes to the procedures for processing theses and explained how the procedures have been, and continue to be, streamlined. She gave a brief presentation on thesis data, showing that the number of theses submitted has increased over the past 5 years, and showing peak periods for thesis processing (i.e., August and December). She reassured Council members that all final theses submitted by the August 15<sup>th</sup> deadline would meet the Fall graduation deadline.

- b) Request for Supervisor signature on Oral Defence Form

The Council member who submitted this item left before there was time to discuss it; as a result, the item will be addressed at the next CGPS meetings.

#### **111 Other Business**

There being no further business, all were in favor to adjourn the meeting at 4:00 p.m.