

Council of Graduate and Postdoctoral Studies

Minutes of the meeting of the CGPS held on

Monday, November 16, 2015 2:30 pm

James Administration Building, Room 301

Attendance:

Officers:

Josephine Nalbantoglu (Chair)

Alison Crump (Acting Secretary)

Ex-Officio:

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

Elected Members:

Natheer Alatawneh, Hao Yu Chen, Pengfei Guan, Dennis Jensen, Cindy Kim, Cindy Lui (for Naguib Mechawar), Monzur Murshed, Meyer Nahon, Laura Nilson, Andrea Price, Vijaya Raghavan, Michael Wagner (for Elaine Weiner), Lena Weman

Regrets:

Nancy Czommel, Louis Houle, Michael Van Dussen

Absent:

Gordon Bloom, Derek Bowie, Lara Braitstein, Sébastien Breau, Benoît Côté, Samer Faraj, Prashant Keshavmurthy, Stephanie Law, Milica Popovich, Aimee Ryan

Guest(s):

Gillian Bartlett-Esquillant, Madhukar Pai, Patricia G. Kirkpatrick

Order was called at 2:40 pm

Dean Nalbantoglu confirmed that with 13 voting members present, quorum (50% voting members + 1) was not established. She confirmed that we need to have 14 voting members to have quorum.

112 Adoption of the Agenda

Motion was made by Peter Grutter, and seconded by Vijaya Raghavan, to adopt the agenda. Motion carried.

113 Approval of the Minutes

Minutes of the meeting of October 19, 2015

CGPS.15.13– MinOct19_15

Motion was made by Andrea Price, and seconded by Cindy Kim, to approve the minutes of the October 19, 2015 meeting. Motion carried.

114 Business Arising

For Approval

New Programs:

a) **PhD in Family Medicine and Primary Care** **CGPS.15.07–PhD_FamMedRev**

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

This program was presented at the last CGPS meeting. In light of the concerns raised at the last meeting about the lack of program requirements, Professor Bartlett presented a revised proposal. The revisions include 12 credits of courses, specifically in knowledge translation (3 credits), participatory research (3 credits); three 1-credit advanced doctoral seminars; and 3 credits of an elective course. Students coming out of the Master's will take 6 credits at the minimum. There are currently 20 students enrolled in the Ad Hoc PhD program. Professor Bartlett expects enrollment to increase.

There was a question about the advanced research methods course that is listed as an elective. Cindy Smith, Secretary to Subcommittee on Courses and Teaching (SCTP), confirmed that this is the right approach because students have a choice of research methods courses, and will be able to take a course outside the department, so a single course code cannot be listed under the required courses.

Another Council member asked a question about the projected increase in enrollment and whether there were any space or resource constraints on this growth. Professor Bartlett provided an overview of the high demand in North America for doctoral-level Family Medicine training and reiterated that this PhD program will be one of two in Canada. Professor Bartlett explained that the department of Family Medicine was recently given a very large space near the clinical sites, and that they have sufficient resources for supervision because of their faculty members, but also because they have many associate members who supervise. She has no concern about resources for this program. There were no further questions for Professor Bartlett.

During the open discussion among Council members, it was pointed out that FMED 701 (Comprehensive Exam) should be listed under the required courses.

Dean Nalbantoglu responded to a question regarding the number of credits for a PhD program and confirmed that there are no credits for PhDs at McGill.

Motion was made by Peter Grutter, and seconded by Lena Weman, to vote for approval of the program. All 13 voting members voted to approve the program. As there was one voting member short of quorum, Dean Nalbantoglu confirmed that the program would be submitted for an e-vote to the members who were not present.

b) **PhD in Epidemiology – Global Health**

CGPS.15.14–PhD_Epid_GlobHeal

Professor Madhukar Pai, Canada Research Chair in Translational Epidemiology and Global Health, Department of Epidemiology, Biostatistics and Occupational Health, presented the PhD in Epidemiology – Global Health option.

There is currently no graduate program in Global Health at McGill, yet the Department of Epidemiology, Biostatistics and Occupational Health (EBOH) has 13 faculty members who are doing research in the area of global health, and graduate students are eager to do research in this area as well. EBOH recently received approval for a Global Health option for the Master's program. The option that Dr. Pai presented would give PhD student the chance to engage in this type of research.

Dr. Pai explained that the thesis research for this option needs to be done in a global health setting. Students take 6 additional credits for this option: global health fundamentals (3 credits) and global health research (3 credits). Students in this program tend to be at McGill until after they have completed their comprehensive exam and then go overseas for their research. The usual timeline for completion of the degree is 4.5 to 5 years. Dr. Pai expects admission to begin at 1 or 2 students in Fall 2016, growing to 3 to 4 students in the third year of admissions.

There was a suggestion that the requirement that the thesis be done in the domain of global health should be written on the program requirements section of the proposal form. It is described in the Rationale box and Program description box. Dr. Pai agreed that he would add this detail in the thesis description.

There were some questions about supervision of the students in this program, given that they do their fieldwork away from McGill. Dr. Pai explained that students will be supervised by two supervisors - one at McGill and one supervisor or collaborator who takes care of the student when they are doing their fieldwork. These collaborations are already established with the McGill professors, through joint research grants.

One Council member asked if there would be issues with residency and visa requirements for international students who travel abroad for field work. Dr. Pai assured that this has never been an issue. He also commented that, as director of McGill Global Health Programs, he has put aside lots of money to support travel for these students. He supports his students very well, as supervisors should.

A final question was asked regarding SOCI 513, which is listed as a complementary course, but has not been taught since 2010. In the consultation with Sociology, the Chair of the department suggested SOCI 545 as a complementary course for the Global Health option. Dr. Pai agreed that he make this update to the program proposal form.

Motion was made by Meyer Nahon, and seconded by Dennis Jensen, to vote for approval of the program. All 13 voting members voted to approve the program. As there was one voting member short of quorum, Dean Nalbantoglu confirmed that the program would be submitted for an e-vote to the members who were not present.

Major Program Revisions:

a) Master of Sacred Theology (STM)–Non-Thesis CGPS.15.15–MA_SacredTheo_NT(STM)

Professor Patricia G. Kirkpatrick, Graduate Program Director for the Faculty of Religious Studies, presented the Master of Sacred Theology (STM)–Non-Thesis.

Professor Kirkpatrick explained that the STM was created in the 1950s and has not been updated since the 1970s. A few years ago, GPS informed the Faculty of Religious Studies that the non-thesis STM was not eligible for funding, so they saw this as an opportunity to revise the program and align it with the government requirements for eligibility for funding. They have verified with the theological colleges associated with the program that the changes would not affect the students. They have also consulted with the Canadian Armed Forces, who have indicated that a research-oriented McGill STM is best suited for further study for Armed Forces interfaith chaplains.

The revisions to the program are mostly cosmetic, but include the addition of a required Methods in Religious Studies Seminar (3 credits) and 2 Research Approaches courses (6 credits each).

There was a question about the name of the program: STM, rather than MST. Professor Kirkpatrick explained this is relic of history. While some programs are now called MST, she does not want to change it because the McGill program is well-established and known as the STM. It is an accredited program.

A question was raised regarding the difference between the required Methods course and the Research Approaches courses, and also how students would interpret the need to take research methods courses, but not be expected to do research for this non-thesis degree. Professor Kirkpatrick assured Council members that students do indeed do research in the Area Studies courses, and these provide an opportunity to integrate the research and theoretical components of the program. Professor Kirkpatrick agreed with a suggestion to change the name of the Research Approaches courses to Project courses.

A Council member asked about the shift from a 48 credit to 45 credit program. Professor Kirkpatrick explained that the accrediting body for the program prefers a 45-credit program.

During the open discussion, there was a question about the motivation for the revision - Is it just to make the program eligible for funding? Is the program really research-based? Dean Nalbantoglu explained that there are two types of master's programs: research (1/3 credits associated with research) and non-research. Students in research-based non-thesis Master's programs are eligible to apply for funding. This led to a tangential conversation about how money is distributed for non-thesis research-based Master's. Dean Nalbantoglu explained that GPS is working on this in the allocation exercise.

Motion was made by Peter Grutter, and seconded by Monzur Murshed, to vote for approval of the revision to the program. All 13 voting members voted to approve the program. As there was one voting member short of quorum, Dean Nalbantoglu confirmed that the program would be submitted for an e-vote to the members who were not present.

Minor/Moderate Program Revisions:

a) MSc in Family Medicine – Thesis

CGPS.15.16–MSc_FamMed_T

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

Professor Bartlett explained that more of the courses in the program are given in-house and the small changes made will give students more flexibility with respect to the courses they can take. There are 21 credits of courses in the MSc. Professor Bartlett explained that some courses are being retired due to low enrollment, but the material is still being covered in other courses.

Motion was made by Peter Grutter, and seconded by Monzur Murshed, to vote for approval of the minor program revisions. All 13 voting members voted to approve the revisions. As there was one voting member short of quorum, Dean Nalbantoglu confirmed that the program would be submitted for an e-vote to the members who were not present.

115 Councilors' Forum

a) Request for Supervisor signature on Oral Defence Form

A question was submitted regarding the new requirement for the supervisor's signature on the Oral Defence form. Lena Weman, who submitted the question, explained that this is causing some challenges and delaying the Oral Defence process. Dean Nalbantoglu explained that some parts of the thesis submission and evaluation process were changed this summer in order to better streamline the process. She said that while GPS accepts digital signatures, the Oral Defence form is not a fillable pdf, because it is generated from Banner. She confirmed that some units are submitting the form without all the signatures to ensure that the OD process can get started while the rest of the signatures are obtained. In other words, there is some flexibility with this requirement for the supervisor's signature.

Another topic was raised. Dennis Jensen asked about the maximum amount of funding a student can have. He wants to reinvigorate the idea that when allocating funds, the applicants' external funding be taken into account. Dean Nalbantoglu notes that this is an ongoing conversation with all units and said that the Award holders guide is being re-written and will be put up on the website and will be available at the time of the allocations. The guide stipulates that students are required to inform departments of other funding. Teaching Assistantships count in the calculation of student funding.

b) Academic selection committee members for GPS awards

Dean Nalbantoglu introduced the three GPS awards (Carrie M. Derrick Award; David Thomson Award; GPS Award for Excellence in Service) and asked for volunteers for the selection committees. Five volunteers from the academic community are needed (other volunteers are needed from among graduate students and administrative staff).

Three volunteers are confirmed:

- Laura Winer
- Dennis Jensen

- Lena Weman

Dean Nalbantoglu will contact members who were absent regarding the other two openings.

116 Other Business

There being no further business, all were in favor to adjourn the meeting at 3:50 p.m.