

Memorandum

Deputy Provost (Student Life and Learning)

James Administration Building, Room 621

845 Sherbrooke St. West

Tel: 514-398-3109

TO: Senate

FROM: Professor Fabrice Labeau, Interim Deputy Provost (Student Life and Learning)

SUBJECT: Annual Report of the Committee on Enrolment and Student Affairs (2017-18)

DATE: November 21, 2018

DOCUMENT #: D18-20

ACTION REQUIRED: ☒ INFORMATION ☐ APPROVAL/DECISION

ISSUE	The Annual Report of the Committee on Enrolment and Student Affairs (2017-18) is presented to Senate for information.
BACKGROUND & RATIONALE	<p>The Terms of Reference of the Committee on Enrolment and Student Affairs (CESA) provide that CESA shall report annually to Senate about:</p> <ul style="list-style-type: none">• policy recommendations• actions taken in the name of Senate• awards and financial aid provided to McGill students <p>The report provides an overview of CESA's activities for 2017-2018 and its plans and priorities for 2018-2019.</p> <p>CESA will continue to address issues pertaining to admissions, the academic calendar, academic integrity, and scholarships and student aid.</p>
PRIOR CONSULTATION	CESA
SUSTAINABILITY CONSIDERATIONS	The Committee has a sustainable framework in place in order to fulfill its mandate.
IMPACT OF DECISION AND NEXT STEPS	The annual report on Scholarships and Student Aid will be presented to Senate on March 27, 2019.
MOTION OR RESOLUTION FOR APPROVAL	This item is presented for information.
APPENDICES	<p>Appendix A: 2017-2018 Annual Report of the Committee on Enrolment and Student Affairs</p> <p>Appendix B: 2017-18 List of Awards approved by CESA</p>

**Committee on Enrolment and Student Affairs (CESA)
2017-2018 Annual Report****Terms of Reference:**

1. The Committee shall review and recommend to Senate:
 - a. policies as they affect course timetabling, student records, and student affairs in general;
 - b. principles regarding sessional dates and specific sessional dates for all faculties and for the Centre for Continuing Education, including the beginning and end of the session, holidays, and examinations.
2. The Committee shall review and recommend to Senate, where appropriate in collaboration with the faculties and Academic Policy Committee:
 - a. policies related to academic integrity;
 - b. policies related to student advising and orientation.
3. The Committee shall review and approve in the name of Senate:
 - a. new awards and changes in the conditions of existing awards made by the University to its students; awards include scholarships, fellowships, prizes, medals, bursaries, loans, and the work-study program;
 - b. the admissions standards and policies of the University.
4. The Committee shall report annually to Senate about:
 - a. policy recommendations;
 - b. actions taken in the name of Senate;
 - c. awards and financial aid provided to McGill students.
5. The Committee shall strike a subcommittee with the Dean of Students as Chair that would make recommendations regarding procedures for review of admissions decisions and, as needed, review the application of such procedures in individual cases. The subcommittee shall report annually to the Committee.
6. The Committee shall meet at least three times during the academic year.

Approved by Senate on May 20, 2009

Composition (approved by Senate, 20 May 2009)

Deputy Provost (Student Life and Learning), Chair

Associate Provost (Graduate Education) or delegate

Dean of Students or delegate

Three (3) delegates of Deans from among the large faculties

One (1) delegate of a Dean from among the small faculties

One (1) representative of Senate from the administrative and support staff

Three (3) representatives of Senate from the academic staff

One (1) representative named by the Alumni Association

Two (2) undergraduate student representatives

One (1) graduate student representative

One (1) student representative of Macdonald Campus

Secretary

2017-2018 Membership*Ex-officio:*

Ollivier Dyens

Deputy Provost (Student Life and Learning) - Chair

France Bouthillier

Associate Dean (Graduate and Postdoctoral Studies) delegate

Christopher Buddle

Dean of Students

Delegates of Deans from among the large faculties:

Ian Strachen

Agricultural & Environmental Sciences

Nicole Allard

Science

Elaine Davis

Medicine

Delegate of a Dean from among the small faculties:

Vrinda Narin

Law

Representative of Senate from the administrative and support staff

Chidinima Offoh-Robert

Engineering

Representatives of Senate from the academic staff

Caroline Riches

Education

David Covo

School of Architecture

Bastien Castagner

Faculty of Medicine

Representative of the Alumni Association

Dorothy Thomas Edding

Student representatives:

Michael Nwabugo

Undergraduate student

Amir Fawzy

Undergraduate student, SSMU

Matthew Satterthwaite

Graduate student

Jade Corriveau

Macdonald Campus student representative

Secretary to the Committee:

Jonathan Nordland

Academic Planning Officer, Office of the Deputy Provost

Report on CESA Activities, 2017-2018

The Committee met on three occasions with the following issues being addressed:

1. Policy recommendations

CESA did not make any policy recommendations in 2017-18.

2. Actions taken in the name of Senate

On behalf of Senate, CESA took the following actions:

a. CASPer Admission Tool

The Committee approved the CASPer admission tool on a two year trial basis, for the admission to the Ingram School of Nursing, School of Physical and Occupational Therapy, and School of Communication Sciences and Disorders; after this period, the topic will be brought back to the Committee for discussion and further consideration.

b. B.Ed. Secondary Program Application Process

CESA approved changes to the admission process for the B.Ed Secondary Program, which consisted in splitting admission to B.Ed. Secondary Program into 4 separate major options (Math, Science and Technology, Social Studies, English Language Arts). This change includes specific additional prerequisites for some of the majors.

c. Conditional Acceptance for medical visa trainees Sponsored by Contracts

CESA approved a proposal by the Faculty of Medicine to have a conditional acceptance for visa-trainees (International Medical Graduates) sponsored by contracts accepted to the Postgraduate Medical Education residency training programs at the PGY-1 level starting April 1st, 2019. The accepted trainees via this path must successfully complete a 12 week assessment period before starting a residency training program in July.

d. Undergraduate Medicine Admission to Campus Médical Outaouais

CESA approved the proposed campus selection process for admissions starting in Fall 2019 when the new satellite campus will be accepting students; the Faculty of Medicine will ask for a campus choice to be made by admissions candidates brought in for interviews.

e. Course Overlap & Advanced Standing Policy for Professional Development Certificates (Non-Credit)

CESA approved a proposed policy for course overlap in non credit PDC programs; this policy allows for double-counting of up to two course towards two different PDC programs, at least one of them being a complementary course.

f. Undergraduate Medicine Language Proficiency Admissions Requirement

CESA approved the addition of a French language proficiency requirement for admission to the undergraduate Medicine program.

3. Awards and financial aid provided to McGill students

CESA approves new awards and changes in the conditions of existing awards made by the University to its students; awards include scholarships, fellowships, prizes, medals, bursaries, loans, and the work-study program. Approvals are classified into “template”, meaning that they follow a set of guidelines established by the Committee in 2009 to expedite award approval. “Non-template” means that the Award terms are brought to the Committee meeting for a full discussion.

The following summarizes the activities of CESA, with regard to new and revised awards between September 1, 2017 and August 31, 2018. A listing of the Awards has been appended to this report for reference (see Appendix B).

- New Non-Template awards approved: 11
- New awards conforming to an approved template: 40
- Revisions to awards conforming to an approved template: 32

Note that complete details on financial aid provided to McGill students will be communicated via the annual report on Scholarships and Student Aid which will be presented to Senate for information in March 2019.

Plans for 2018-2019

In addition to the regular business of the committee, CESA will continue to work on the following items:

1. Continue to provide oversight for scholarships and admission criteria.
2. Consider the different dimension of diversity and equity with respect to the terms and naming of awards, and the administration of these awards.

CESA will meet at least three times during the 2018-2019 academic year.

Appendix B: Listing of Awards approved by CESA between September 1, 2017 and August 31, 2018				
Date	Name	Type	Amount	
19/09/2017	Gosselin and Morris Accessibility Scholarship	Scholarship	varies	non-template
05/10/2017	Heritage Trust Athletic Financial Awards	Award	varies	template
05/10/2017	CMA 150th Anniversary Bursary	Bursary	varies	template
05/10/2017	Dr. Bayat-Makou Dentistry Bursary	Bursary	varies	template
05/10/2017	Max Stern Fellowship in Humanities and Social Sciences	Fellowship	varies	template
05/10/2017	Mary McLaughlin Memorial Prize	Prize	varies	revision
17/10/2017	P. Keays Bursary	Bursary	varies	template
24/11/2017	Ian and Helgi Soutar Fellowship in Canadian-Scottish Studies	Fellowship	varies	non-template
30/11/2017	Professor Louis Hermo Prize	Prize	varies	non-template
30/11/2017	Professor Hershey Warshawsky Prize	Prize	varies	non-template
04/12/2017	Dr. Bruce Stewart Smith Bursary	Bursary		revision
04/12/2017	3M Canada Company Bursary	Bursary		revision
04/12/2017	Joseph Chalhoub and Sandra Albers-Chalhoub Bursary	Bursary	varies	template
04/12/2017	Ingeborg and Angela Kramer Endowment Fund Fellowship	Fellowship	varies	revision
04/12/2017	Reverend Domenico Roberto Gualtieri Prizes Award	Prize	\$2,000	revision
04/12/2017	Leah and Isidore Finkelstein Prize	Prize		revision
04/12/2017	DeSousa Family Scholarship	Scholarship	varies	template
04/12/2017	Bruce and Roberta Bolton Scholarship	Scholarship	varies	template
04/12/2017	Elaine Leopold Sargent Scholarship	Scholarship	varies	template
08/01/2018	McGill Siege Artillery Association Athletic Award	Award	varies	template
08/01/2018	Dorothy Wan Chun Lam Scholarship	Bursary	varies	template
08/01/2018	Cynthia M. Shewan STEM Bursary	Bursary	varies	template
08/01/2018	Dr. Charles W. Meeks Memorial Bursary	Bursary	varies	template
08/01/2018	Marcel A. Desautels Master's Fellowships	Fellowship	varies	revision
08/01/2018	Dr. Newton C. Gordon Fellowship	Fellowship	varies	template
08/01/2018	Helena and Kurt Ekler Scholarship in Social Work	Scholarship	varies	template
08/01/2018	Everett Klippert Scholarship	Scholarship		template
08/01/2018	John B. Richardson Award	Scholarship	varies	template
08/01/2018	Kurt and Helena Ekler Scholarship in Chemistry	Scholarship	varies	template
08/01/2018	Professor Haim Goldberg Scholarship	Scholarship	varies	template
21/02/2018	Centre culturel Islamique de Quebec Memorial Award	Award	varies	template
22/03/2018	Donald O. Hebb Fellowship	Fellowship	varies	non-template

Listing of Awards approved by CESA between September 1, 2017 and August 31, 2018				
Date	Name	Type	Amount	
22/03/2018	Yves and Cynthia Bled Scholarship for Women in Engineering	Scholarship	varies	non-template
22/03/2018	Arthur and Crystal Lau Entrance Scholarship in Architecture	Scholarship	varies	non-template
22/03/2018	Dr. Soo Kim Lan Entrance Scholarship in FAES	Scholarship	varies	non-template
22/03/2018	Gosselin and Morris Accessibility Scholarship	Scholarship	varies	non-template
26/03/2018	Alvin T. W. Lo Bursary in Architecture	Bursary	varies	template
26/03/2018	Anthony Ear1 Rubin Student Bursary	Bursary	varies	template
26/03/2018	Western Union Bursary	Bursary	varies	template
26/03/2018	James McGill Society Prize	Prize	varies	non-template
26/03/2018	Class of Law 1986 Most Improved Prize	Prize	varies	template
26/03/2018	Chadha Family Scholarships	Scholarship	varies	revision
28/03/2018	Charlie Baillie Football Awards	Award	varies	revision
28/03/2018	New Sun Joy Harvie Maclaren Graduate Entrance Award	Award	\$15,000	revision
28/03/2018	New Sun Joy Harvie Maclaren Undergraduate Entrance Award	Award	\$5,000	revision
28/03/2018	Montreal League for the Hard of Hearing Award	Award	varies	revision
28/03/2018	Sean Murphy Award	Award	varies	revision
28/03/2018	Margaret Lock Prize in Social Studies of Medicine	Prize	varies	revision
28/03/2018	Dr. and Mrs. Hirsh Rosenfeld Scholarship in Jewish Studies	Scholarship	varies	revision
28/03/2018	Jack Schoel Scholarships	Scholarship	varies	revision
28/03/2018	Agribrands Purina Canada Inc. Scholarship	Scholarship	\$500	revision
11/05/2018	Carol Rutenberg-Silver Memorial Award	Award	varies	revision
11/05/2018	Montreal League for the Hard of Hearing Award	Award	varies	revision
11/05/2018	Religious Studies Bursary Fund	Bursary		revision
11/05/2018	Gardner Hall Hong Kong Alumni Bursary	Bursary		revision
11/05/2018	Lauterman Lily Memorial Bursary	Bursary		revision
11/05/2018	LeBlanc Family Bursary	Bursary		revision
11/05/2018	Nancy H. Turner Bursary Fund	Bursary		revision
11/05/2018	Bourse d'etudes du CORIM pour l'EEP	Bursary	\$1,000	template
11/05/2018	Dr. Michael and Mrs. Belaine Wiseman Bursary	Bursary	varies	template
11/05/2018	Dr. Sepehr Javaheri Bursary for MDCM Students	Bursary	varies	template
11/05/2018	Mabel Wong Memorial Bursary	Bursary	varies	template
11/05/2018	Muriel H. Marsh and Harold A. Marsh Bursary	Bursary	varies	template
11/05/2018	Bloomberg-Manulife Fellowship for the Promotion of Health	Fellowship	varies	revision

Listing of Awards approved by CESA between September 1, 2017 and August 31, 2018				
Date	Name	Type	Amount	
11/05/2018	Alfred Guenkel Fellowship in Engineering	Fellowship	varies	revision
11/05/2018	Manulife Fellowship for the Promotion of Health	Fellowship	varies	revision
11/05/2018	Judith Kornbluth-Gelfand Graduate Fellowship	Fellowship	varies	revision
11/05/2018	Oral and Maxillofacial Surgery Research Fellowship	Fellowship	\$50,000	template
11/05/2018	Arthur Levine Fellowship	Fellowship	varies	template
11/05/2018	Charles River Laboratories Fellowship	Fellowship	\$10,000	template
11/05/2018	AdeptMind Fellowship in Computer Science	Fellowship	varies	template
11/05/2018	GPR Residents Prize	Prize	varies	revision
11/05/2018	Barbara Rosenthal Prize	Prize	varies	revision
11/05/2018	Margherita Rapagna Memorial Prize	Prize	varies	revision
11/05/2018	Justice Jeffrey Edwards Prize in Product Quality and Liability	Prize	varies	template
11/05/2018	Cynthia and Yves Bled Scholarship for Women in Engineering	Scholarship	varies	revision
11/05/2018	Nathan Schipper Scholarship	Scholarship	varies	template
11/05/2018	Charles River Laboratories Scholarship	Scholarship	\$2,000	template
23/05/2018	Caribbean Entrance Bursary	Bursary	varies	template
23/05/2018	Esther Taranto Rosenberg Scholarship	Scholarship	varies	template
06/09/2018	Douglas Ian Watson Scholarship	Scholarship	varies	template
06/09/2018	Anil Gondi Bcom Scholarship	Scholarship	\$27,500	template
11/09/2018	John Fisher Burns and Jabe Scott-Long Scholarship	scholarship	varies	non-template