**York University Faculty of Graduate Studies
Council Meeting**

**Minutes**

 **Thursday, October 1, 2020
3:00 p.m.**

Present: A. Al-Attar, M. Ahmed, N. Aminnejad, M. Annisette, C. Ardern, D. Bazely (Chair), M. Becker, K. Bird, C. Chapdelaine-Feliciati, C. Chapman, J. Choiniere, N. Couto, S. Cunningham, P. Dawson, C. Ehrlich, E. Fischer, C. Fretz, S. Gabriele, J. Gales, A. Gekas, K. Gicas, L. Gilbert, S. Glockmann-Musto, M. Gordon,R. Grant, G. Grau, J. Hadlaw, M. Hayward (Secretary), S. Henry, B. Heron, S. Horowitz, S. Ingram, M. Jefford, L. Kamenitz, M. Kazubowski-Houston, G. Kernerman, U.T. Khan, M. Kolcak, A. Kosavic, G. Lawrence, S. Lawrence, R. Lazarenko, M.C. Leps, T. Loebel (Dean), S. MacDonald, A. MacLennan (Vice-Chair), A. Martin, R. McLaren, S. Melhem, W. Moir, S. Murchison, E. Mykhalovskiy, T. Ojo, O. Onder, K. Petschke,Y. Ramoul, P. Rezai, C. Rogers-Jarrell, D. Robinson, A. Samji, C. Sandilands, M.M. Schiff (Recording Secretary), C. Scott, R. Silver, D. Sinclair, A. Sparling, A. Stebbins, A.M. Tarc, A. Tucker, A. Vagners, A. Valeo, C. van Daalen-Smith, J. Vorstermans D. Vuckovic, F. Warsame, S. Watson, Y. Weima, P. Wood

*Guests:* *L. Bellissimo, P. Fu, M. Limanni, C. Murray*

*Regrets: M.K.R. Hassan, P. Lampert, S. Martin, D. Vallesi*

***This meeting was held 'remotely' via zoom during the COVID-19 pandemic.***

**1.  Welcome and Chair’s Remarks**

Chair Dawn Bazely welcomed members of Council to the new session.

She read the Land Acknowledgement:
“We recognize that many Indigenous nations have longstanding relationships with the territories upon which York University campuses are located that precede the establishment of York University. York University acknowledges its presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, the Huron-Wendat, and the Métis. It is now home to many Indigenous Peoples. We acknowledge the current treaty holders, the Mississaugas of the Credit First Nation. This territory is subject of the Dish with One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region.”

**2.  Student System Renewal Program**

*Marie Limanni, Executive Director, Student System Renewal Program*

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The Executive Director of the Student System Renewal Program, Marie Limanni, addressed Council, in the first instance of an agenda item to be continued at each meeting of Council. The renewal program is intended to enhance York’s student experience “from initial interest to Alumni engagement or continuous learner.” There are systems in place that have been used and in some cases not updated for over 30 years, with “about 482 applications with overlapping capabilities that are not integrated.” Ms Limanni suggested that a “diminishing workforce supporting this technology with a wealth of experience, skills and knowledge that is neither documented nor broadly understood.” These legacy systems often do not allow for changes that would benefit business and educational requirements. A new suite of applications would be greatly beneficial. The Student System Renewal Program is comprised of a suite of seven projects that will replace existing applications and technology.

Lucy Bellissimo, Senior Program Director, Business Transformation, Student Systems Renewal Program, reported that milestones will be easier to track with new systems. This may be adapted to research-based and professional graduate students.

The business transformation team of the renewal program includes a lead who is in charge of graduate student-related systems. They will be supported by a business analyst. Currently administrators are unable to get graduate student data including study plans. New systems will support new identity management. There will be proper data governance. Better information will enable better decisions.

Ms Limanni addressed potential next steps for the project. The CRM is at the negotiation stage. The process will take several years.

Dean Tom Loebel is a member of the steering committee. Executive Officer Jodi Tavares is on the evaluation and steering committees for the next generation systems.

Anyone interested in attending demonstrations should let Ms Limanni know. She remarked that there is an extensive movement interested in building worldwide student records.

Dean Tom Loebel stated that the new system will replace existing systems and provide proper communication and integration. He stated that new systems were important for an interdisciplinary university. Certain administrative behaviours will need to be unlearned but the university will be happier in the long run. Dean Loebel replied to a question about accessibility and accommodation that there was no answer yet. More information will be available when there has been an evaluation of the contenders for the project. He confirmed that the steering committee will consult with the Student Accessibility Office. Naomi Couto, Director of the Graduate Program in Public Policy, Administration & Law, volunteered as a program champion.

Chair Dawn Bazely thanked Marie Limanni and Lucy Bellissimo.

**3. Council Orientation**

*Presentation by Associate Dean* *Academic and Secretary of Council Mark Hayward*

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### Associate Dean Academic Mark Hayward presented an overview of the structure, procedures and mandate of Council and its Standing Committees, as well as the responsibilities of councillors. He discussed how Council will shape and steer complex problems at the University, as a central part of collegial governance. Council is the only pan-University forum for graduate studies. Council provides the widest feedback from graduate students and faculty members. Expanding on the membership of Council Associate Dean Hayward spoke about graduate student representatives and Standing Committee members. The Officers of Council are the Chair, Vice-Chair, Secretary and Recording Secretary. This year the curriculum business of the Faculty is devolving to anchor Faculties. The Faculty of Graduate Studies will no longer review graduate program and diploma proposals. Council will continue to play a key role. Councillors will attend Council meetings, read agendas and documentation, ask questions, speak with their constituencies, and bring matters to Council.

**4.**[**Minutes**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-minutes-june-4-for-october-1-2020-2.docx?x33811)**of Previous Meeting (June 4, 2020) (.docx)**

The minutes of the previous meeting were **approved**.

**5.  Business Arising from the Minutes**

It was noted that the Student System Renewal Program will be a standing item on Council meetings.

**6. New Graduate Diploma**

*Approved February 12, 2020, by the FGS Academic Planning & Policy Committee*

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**Proposed New Graduate Diploma in Creative Writing (.pdf)**

This item was withdrawn from the agenda, to instead be considered via the curriculum approval process of the Faculty of Liberal Arts & Professional Studies.

**7.  Student Affairs Update**

*Presentation by Associate Dean Students Aryn Martin and Associate Director, Graduate Student Affairs, Anne Stebbins*

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Associate Dean Student Affairs Aryn Martin and Associate Director, Graduate Student Affairs, Anne Stebbins, addressed Council. Associate Dean Student Affairs Martin reported to Council that 5105 graduate students had registered for Fall 2020, about 86% of students with eligibility windows, so far. She noted that the Faculty had worked with the York administration and IT on a new, streamlined process for deferrals. She presented a chart which demonstrated that there had not been a great number of deferrals. Some international graduate students, Associate Dean Martin stated, had not been able to undertake employment contracts, absent a valid Social Insurance Number and a Canadian bank account. In some cases, their work will be loaded into the Winter or Summer academic sessions. She also discussed COVID-19 related petitions. “If a student’s research degree completion was unavoidably delayed by institutional closures, they may apply for a COVID-19 specific petition.” Successful petitions result in an additional term of part-time status, with no tuition fee; and possible funding for that term. Associate Dean Martin discussed how students granted such extensions may progress in their studies. Overall, she noted that the situation allowed for optimism and re-assured councillors. The Faculty continued to react positively and with as much flexibility as possible, despite various contingencies. Milestones will be revisited in the Fall.

Dean Tom Loebel spoke about the importance of student and faculty member feedback, especially in programs where there was no formal process for evaluation and commentary. He encouraged faculty members, for example, to keep in touch with students and discuss how there were progressing. He offered the Faculty’s assistance wherever that may be helpful and possible.

Councillor Patrick Dawson shared a graduate student perspective, speaking to the collection of data and how new students might be affected. New students, he pointed out, may have no framework within which to compare and relate challenges encountered.

Guest Collette Murray encouraged graduate programs to add relevant questions to online evaluations in the Fall.

Dean Loebel encouraged Associate Dean Student Affairs Martin and Associate Director, Graduate Student Affairs Stebbins to reach out about online evaluations.

Councillor Gerd Grau asked about deferrals for students with Fall courses who cannot yet receive University funding. Dean Loebel stated that there may some Faculty-specific issues that may be addressed by the relevant Faculty. For some programs with related issues, anchor Faculties have assisted so that students may undertake their studies.

Councillor Aparna Mishra Tarc, Director of the Graduate Program in Education, suggested ways in which to improve the graduate student experience, and recommended that the Faculty of Graduate Studies continue to hold writing sessions, and have speakers who might talk about what it is like to study now. Dean Loebel concurred.

**8. Planning FGS Policy Initiatives for 2020-21**

*Presentation by Associate Dean Academic* *and Secretary of Council Mark Hayward*

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Associate Dean Academic Mark Hayward discussed potential policy initiatives for the Faculty of Graduate Studies in light of the “de-centralization of curriculum development that is changing the role that FGS plays in the governance of grad studies.”

**“Key Question:** How does this affect the role of FGS, alongside the roles played by Senate (University-wide, but not grad specific) and anchor faculties (increasingly grad-specific, but not university-wide)?”

The Faculty remains concerned with standards and policies for graduate education across the University.

Associate Dean Hayward reviewed current policy priorities, including equity, diversity and inclusion; intellectual property; comprehensive examination policy; professional Master’s; and revising Faculty Council. He discussed goals, next steps and a timeline for each policy area.

Finally, Faculty Council initiatives may involve academic honesty; academic impact of risk assessment processes; the consistency of policies related to part-time studies; ongoing changes in graduate curriculum development; online teaching and degrees; and further COVID-19 related matters.

Councillor Athanasios Gekas asked about risk assessment. Associate Dean Hayward replied that processes are in place but not implemented in a clear and systematic way. In response to a question about risk and responsibility for students who are abroad, Associate Dean Hayward replied that the pandemic brought to light many risk-related complexities and highlights that we presumed we could locate risk. Now a library visit might be a high-risk activity. The Faculty is working with Risk Management Services and the legal office to assess policy.

Patricia Wood, Director of the Graduate Program in Geography, asked about risk assessment in the context of a program with a fieldwork component. There is concern that approval language is excessive. Can we tell students not to go to a risky research location, however? Dean Loebel replied that it is important to be specific about what is covered by administrative responsibility. Associate Dean Academic Hayward added that we are aware and consult with the legal office, with the goal that research be conducted safely and not be inhibited, where risks may be clearly stated.

Dean Loebel concurred that we should not take away from our responsibilities to our students. The University has a role in curriculum, in mental health, that does not extend to private life, but when students want to travel for research to a country where there is a high risk of COVID-19 it is different. He stressed that managing risk may become a difficult process and emphasized the importance of clear policies. Associate Dean Academic Hayward added that there are academic as well as administrative considerations.

In reply to a question about professional Master’s programs, Dean Loebel stated that the potential definition of such programs is in part related to the changing nature of Council with the Faculty as a pan-University body.

**9.  *Report on* *Items approved by FGS Academic Planning & Policy Committee acting with summer authority for Council***

***\* \* \*   These items are for information only  \* \* \****

Council received these items *for information*.

*Approved by FGS Academic Planning & Policy Committee on June 10, 2020***Graduate Program in Cinema & Media Studies/Film** (MA, MFA, PhD)
[**Changes to Degree Requirements**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-cms-film-degree-requirement-changes-october-2020.doc?x33811) **(.doc)** | [**Learning objectives**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-cms-film-learning-objectives-october-2020.doc?x33811) **(.doc)**

**Changes to Faculty Regulations**[**Changes to Leaves of Absence regulations, parental leaves**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-faculty-regulations-leaves-of-absence-october-2020.docx?x33811) **(.docx)**[**Changes to Senate nomenclature involving graduate specializations**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-ascp-proposed-graduate-specializations-nomenclature-revisions-october-2020.pdf?x33811)**(.pdf)**

*Approved by the FGS Academic Planning & Policy Committee on August 18, 2020*

**Graduate Program in Business Administration**[**Changes to graduate promotion standards to reflect addition of part-time one-year master's programs**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-business-administration-masters-programs-october-2020-email.pdf?x33811) **(.pdf)**

**Graduate Program in Civil Engineering**[**Changes to admissions requirements**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-civil-engineering-admissions-requirements-changes-october-2020.pdf?x33811) **(.pdf)**

**Graduate Program in Psychology**[**Changes to Graduate Record Examination requirements**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-psychology-admissions-requirements-changes-october-2020-1.pdf?x33811) **(.pdf**)

*Approved by the FGS Academic Planning & Policy Committee on September 9, 2020***Graduate Program in English (PhD)**
[**Change to Degree Requirements**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-english-phd-course-requirement-changes-october-2020.doc?x33811)**(.doc)**[**Change to Language Requirements**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-english-language-requirement-changes-october-2020.doc?x33811)**(.doc)**
[**Learning outcomes**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-english-learning-outcomes-october-2020.docx?x33811)**(.docx)**

**Changes in Faculty Regulations**
[**Changes to Registration Status, part-time status regulations**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-changes-to-faculty-regulations-part-time-status-october-2020.docx?x33811)**(.docx)**

[**Changes to Leaves of Absence regulations**](https://gradstudies.yorku.ca/files/2020/09/fgs-appc-changes-to-faculty-leaves-of-absence-regulations-1-2-terms-september-2020.docx?x33811)**(.docx)**

**10.  Report of the Nominating Committee**

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[**FGS Standing Committees and representatives to Senate Committees**](https://gradstudies.yorku.ca/files/2020/09/fgs-council-nominating-committee-report-october-2020-1.pdf?x33811)  **(.pdf)**

Associate Dean Academic Mark Hayward reported that there remains one vacancy on the Awards Committee, and one for the Faculty representative to the Senate Academic Planning, Policy & Research Committee.

The Nominating Committee report was received *for information*.

**11. Dean's Remarks and Discussion**

Dean Tom Loebel reported that fees associated with certain kinds of leaves had been discontinued.

The Dean had no further remarks.

**12. Curriculum Changes**

Councillors were invited to view these documents by contacting M. Michael Schiff, Coordinator, Faculty Governance. The items were received *for information*.

Dean Tom Loebel briefly referenced the devolution of curriculum approvals to other Faculties’ graduate curriculum committees.

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*Approved June 22 and 30, 2020, by the FGS Academic Planning & Policy Committee’s Academic Affairs Subcommittee, and received for information by the Academic Planning & Policy Committee on July 8, 2020*

**Graduate Program in Communication & Culture**New Course Proposal
Communication & Culture 6922 3.0:  “Selected Topics in Research Methods”

**Graduate Program in Electrical Engineering & Computer Science**New Course Proposal
Electrical Engineering & Computer Science 6446 3.0:  “Analytical Performance Modeling and Design of Computing Systems”

Change in Course Number, Description, Prerequisite and Integration
Electrical Engineering & Computer Science *from* 6115 *to* 5115 3.0:  “Computational Complexity”/*Integrated with the undergraduate course Lassonde Electrical Engineering & Computer Science 4115 3.0/Prerequisite:  Lassonde Electrical Engineering & Computer Science 3101 3.0 or equivalent*

Change in Course Number
Electrical Engineering & Computer Science *from* 6354 *to* 6154 3.0:  “Digital Image Processing:  Theory and Algorithms”

**Graduate Program in Environmental Studies**Change in Course Description and Deletion of Crosslisting
Environmental Studies 5073 3.0:  *from* “New Social Movements, Activism and Social Change”/*~~Same as Communication & Culture 5307 3.0~~*

Change in Course Title and Description
Environmental Studies 5106 3.0:  *from* “Critical Perspectives in Race, Gender and Environment” *to* “Critical Perspectives in Race, Gender, Sexuality and Environment”

**Graduate Program in Health**Course Integration
Health 6300 3.0:  “Political Economy of Global Health”/*Integrated with the undergraduate course Health IHST 4015 3.0*

**Graduate Program in Law
    Part-Time LLM in Canadian Common Law**New Course Proposals
Canadian Common Law 6402 3.0:  "Foundations of Canadian Law (Online)"
Canadian Common Law 6441 6.0:  "Canadian Constitutional Law (Online)"

**Part-Time LLM in Dispute Resolution**New Course Proposal
General Law 6200 6.0:  “Negotiation:  Theory and Practice”
Dispute Resolution 6310 6.0:  “Mediation Advocacy:  Theory and Practice”

**Part-Time LLM in International Business Law**New Course Proposal
International Business Law 6409 6.0:  "Online International Business Transactions:  Theory, Law, and Practice"

**Part-Time LLM Specializing in Tax Law**New Course Proposal
Tax Law 6735 3.0:  “Advanced Taxation of Corporations and Shareholders I”

Change in Course Title, Description, Weight and Pre-Requisite
Tax Law 6736 from 6.0 to 3.0:  from “Advanced Taxation of Corporations and Shareholders” to “Advanced Taxation of Corporations and Shareholders II”/*Prerequisite:  Tax Law 6735 3.0*

**Graduate Program in Public Policy, Administration & Law**New Course Proposal
Public Policy, Administration & Law 6900 3.0:  “Internship/Co-Op”

**Graduate Program in Sociology**Change in Course Title, Description and Learning Objectives
Sociology 6684 3.0:  *from* “Gender and Critical Social Policy Analysis” *to* “Critical Social Policy Analysis”

**13. Senate Synopses**

*Summaries of the Senate meetings of*[***May 28***](https://secretariat.info.yorku.ca/files/Senate-Synopsis-20200528.pdf?x96491)*and*[***June 25***](https://secretariat.info.yorku.ca/files/Senate-Synopsis-20200625.pdf?x96491)***, 2020*****(URL/pdf)**

The Senate synopses were received *for information*.

**14. Other Business**

Councillor Gerd Grau asked about Senate nomenclature for specializations and fields. Dean Tom Loebel briefly discussed these curriculum offerings and how they are used at the graduate level. In his program, Professor Grau stated, fields were recently introduced and it would be useful to have them cited on transcripts. Dean Loebel recommended that the councillor connect with Academic Affairs Officer Wes Moir.

There was no further other business.

**14. Adjournment**

The meeting **adjourned** at 5:15 p.m.