YORK UNIVERSITY

FACULTY OF GRADUATE STUDIES

**Council Meeting**

**Minutes**

**Thursday, October 6, 2022**

**3:00 p.m.**

This meeting was held remotely via Zoom during the COVID-19 pandemic.

Present: S. Bragaglia, M. Brubaker, C. Brushwood-Rose, S. Burley Hollows, C. Butler, D. Cabianca, J. Choong, R. Coombe, P. Darke, N. Dlamini, S. Drummond, S. Easton,

C. Ehrlich, H. Elsayed, S. Embleton, L. Erwin, N.S. Fisher-Stitt, K. Gicas, L. Gilbert,

J. Gray-McInnis, L. Hébert, S. Henry, T. Hosken, M. Hynie, S. Ingram, M. Jefford,

L. Keane, H. Kim, A. Kosavic, J. Kowlessar, C. Kurtz Landy, N. Lagerlof, G. Lawrence,

J. Leong, J. Liu, N. Livingston, T. Loebel (Dean), H. MacRae, P. Malik, A. Manafi Neyazi, A. Martin, L. Martin, R. McLaren, H. Mialet, W. Moir, J.M. Montsion, S. Murchison,

A. O’Connell, T. Ojo, F. Patterson, R. Peters, M. Pirruccio, R. Pooni, A. Radmilovic,

M. Reisenleitner (Chair), S. Rosienski-Pellerin, J. Samuel, C. Sandilands, M.M. Schiff,

L. Seiler, M. Soberal, A. Tarc, M. Taylor-Dube (Recording Secretary), A. Valeo,

C. van Daalen*-*Smith (Secretary), I. Veninger, D. Vervaecke, J. Vig, L. Wiseman, X. Yu,

N. Zamisa, M. Zryd

*Guest: J. Wyman*

*Regrets: C. Barnwell, G. Bernardi, S. de Brouwer, M. Goitom, M. Porporato*

### 1. Welcome and Chair’s Remarks

Chair Markus Reisenleitner welcomed members of Council to the meeting. He read the York University land acknowledgement:

“York University recognizes 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, and the Huron-Wendat. It is now home to many First Nation, Inuit and Métis communities. 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.”

Chair Reisenleitner noted the importance of the land acknowledgement and the need to reflect on what it means for us.

In his opening remarks, Chair Reisenleitner expressed that Council is an important body of collegial governance. He explained that Council is a sub-committee of Senate and is a collective body of academic policy making. He stressed that discussions and motions are encouraged, and participation from everyone is welcomed. He also noted that the Vice-Chair position is vacant.

### 2. Initiation of the Search for a new Dean of the Faculty of Graduate Studies

*Interim Provost & Vice-President Academic, Lyndon Martin*

[University Procedures for Decanal Searches](https://www.yorku.ca/gradstudies/wp-content/uploads/sites/184/2022/09/Decanal-Search-Procedures-January-30-2018-FINAL.pdf) (.pdf) | [FGS Council Decanal Search Procedures](https://www.yorku.ca/gradstudies/wp-content/uploads/sites/184/2022/09/2017-FGS-Council-Decanal-Search-Procedures.docx) (.docx)

Interim Provost & Vice-President Academic, Lyndon Martin, addressed Council. He is acting in the role until the end of October 2022. He provided an overview of the decanal search. The role of the Dean of the Faculty of Graduate Studies and Associate Vice-President Graduate is to guide and provide support for graduate programs and pan-university institutional policies. There is a policy and administrative component to the role. The Dean will work closely with administrative faculty, graduate program directors, and Council. The term will commence July 1, 2023. The search may be internal to York.

Interim Provost & Vice-President Academic Martin reviewed the York University Procedures for Decanal Searches, which provides an overview of the collegial process. The composition of the Committee includes 6 full-time faculty members, one staff and two student members. The Search Committee should reflect the gender and demographic diversity of the Faculty. Provost Lisa Phillips will chair the Search Committee, and Jessica Wyman will be the non-voting secretary. Faculty, student members and the staff member will be elected.

Interim Provost & Vice-President Academic Martin noted the FGS Council Decanal Search Procedures were adopted by Council last time, with one amendment to the staff category.

Interim Provost & Vice-President Academic Martin explained the next steps. Council will determine specific FGS procedures in line with York University's procedures for decanal searches. Council can request changes to the process. Any amendment to the procedures would need to be approved by the President. These changes should be sent to Jessica Wyman, Secretary for the Committee, who will forward them to the President.

Interim Provost & Vice-President Academic Martin explained that there is an open element to the Search, where a short list of candidates will present to FGS Council. Council determines if it would like this open element. All shortlisted candidates would need to agree.

Chair Markus Reisenleitner thanked Interim Provost & Vice-President Academic Martin. He stated that a discussion would be forthcoming at the Academic Planning & Policy Committee and then brought to Council for approval.

### 3. Council Orientation

*Presentation by Associate Dean and Secretary of Council Cheryl van Daalen-Smith*

Associate Dean Academic Cheryl van Daalen-Smith provided an overview of the mandate, structure, and procedures of Council as well as its five Standing Committees, and the responsibilities of Council for 2022-2023. She also noted the changes to the responsibilities of Council and Council membership that will take effect for the upcoming cycle.

Officers of Council this year are Chair Markus Reisenleitner, Secretary van Daalen-Smith, and Recording Secretary M. Michael Schiff, with the Vice-Chair position to be filled.

### 4. [Minutes](https://www.yorku.ca/gradstudies/wp-content/uploads/sites/184/2022/09/fgs-council-minutes-june-2-2022-for-october-6-2022.docx) (.docx)(Previous Meeting, June 2, 2022)

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

### 5. Business Arising from the Minutes

There was no business arising from the minutes.

### 6. Dean's Remarks

Dean Tom Loebel, as co-Chair of the Covid Steering Committee, provided Covid-related remarks. He noted that the Committee is monitoring illness related absences for students. He also noted while YU Screen is not mandatory, it is a useful tool if you are ill, as it puts you in contact with case management staff. It also helps to provide data on trends and case counts. Dean Loebel reminded councillors to keep graduate program directors and the Faculty of Graduate Studies (FGS) informed if there are challenges beyond the existing ones.

Information on upcoming vaccine clinics can be found on the Better Together website. <https://www.yorku.ca/bettertogether/vaccination/>. GO-VAXX will also be running vaccination clinics throughout the year.

Dean Loebel noted that programs are reviewing their qualifying examination procedures. He also stressed the importance for programs to create governance documents. Graduate programs going through cyclical program reviews should think about program revision in concert with providing information on collegial governance and program organization. Governance documentation will be helpful for onboarding and program administrative changes, as well as addressing problems, and understandings. He expressed that it is challenging to undergo renovation of curriculum without any governance documentation.

Associate Director, Graduate Academic Affairs, Wes Moir shared that there are templates for best practices of governance for graduate program directors that programs can consult and use to develop their own governance documents.

### 7. Faculty Council Revision

Update to the Community

[Structure, Rules and Procedures Revision](https://www.yorku.ca/gradstudies/wp-content/uploads/sites/184/2022/09/fgs-council-structure-rules-and-procedures-of-council-revisions-october-6-2022.docx) (.docx) (Approval: Senate Executive 7 June 2022)

[Current Structure, Rules & Procedures](https://www.yorku.ca/gradstudies/faculty-staff/council-and-governance/procedures/) (URL)

Associate Director, Graduate Academic Affairs, Wes Moir provided an update regarding this item.

He noted that new Structure, Rules and Procedures of Council was approved by Senate Executive on June 7, 2022, and will come into effect next Fall. To better reflect prior changes to the curriculum approval structure involving anchor Faculties, revisions have been made to Council's mandate. The Faculty of Graduate Studies (FGS) deals with policy matters. He noted that the most significant change in the Faculty Council revision is to Council membership. The number of members will fluctuate due to new programs and program closures. He expressed that the York University Graduate Students' Association (YUGSA) will operationalize the election of graduate student members. He thanked everyone who has contributed to the new Faculty Council revision. Dean Loebel thanked everyone for their contributions as well.

### 8. Changes to Faculty Regulations

For approval

[Admission Requirements](https://www.yorku.ca/gradstudies/wp-content/uploads/sites/184/2022/09/Admission-Requirements-Fall-2022.docx) (.docx)

Chair Markus Reisenleitner introduced this item. As a result of the changes to the grading scheme, there is a need to update admission requirements.

Associate Director, Graduate Academic Affairs, Wes Moir expressed that the update to admission requirements was a housekeeping item to align with the addition of a B- on the forthcoming graduate studies grading system. He also mentioned that the wide majority of graduate programs are aligning their minimum admissions requirements to this change. Additionally, he noted that the grading scheme implementation has been delayed indefinitely.

It was moved, seconded, and **CARRIED**,

**“that the proposed changes to the Admissions Requirements be APPROVED.”**

### 9. Reports from FGS Representatives to Senate Committees

Cheryl van Daalen-Smith, Senate Academic Standards, Curriculum & Pedagogy Committee

Associate Dean Academic Cheryl van Daalen-Smith, FGS representative to the Senate Academic Standards, Curriculum & Pedagogy Committee, noted the priorities for the Committee for the year. The priorities include physicians’ notes, pan-university courses, micro-credentials, curriculum tracking and equity initiatives in collegial governance. The revised Senate Policy on Academic Honesty will be coming back to the Committee for final review and will be forwarded to Senate in the fall term.

### 10. Other Business

Associate Dean Academic Cheryl van Daalen-Smith spoke about the Knowledge Now Campaign which showcases graduate research at York University. She also noted that the month of October is Academic Integrity Month. During the week of October 10–14, 2022, all Faculties have been asked to develop and host activities that engage faculty around the broad topic of academic integrity. The Faculty of Graduate Studies will host an asynchronous activity for the collegium of graduate supervisors and instructors to share their thoughts, experiences, and ideas on academic integrity in the context of grad instruction and supervision.

Councillor Heather MacRae invited faculty and staff members to join the Graduate Sports League. There is one event per month. Upcoming events are seated volleyball, Sunday November 27 from 9AM-12PM; cricket, Saturday, January 21 from 9:30AM-4:30PM; wheelchair basketball, Sunday, March 5 from 5-9PM; and dodgeball, Wednesday, March 29 from 5-8PM. For more information, contact Professor Heather MacRae at [polsgpd@yorku.ca](mailto:polsgpd@yorku.ca).

Dean Tom Loebel informed councillors that the University Secretariat is looking to replenish the list of candidates for York University honorary doctorates. Councillors who wish to recommend any individuals can send the names to Dean Loebel, who will forward the names to Pascal Robichaud, Secretary of the University. Deadline is November 7, 2022.

### 11. Adjournment

Chair Markus Reisenleitner thanked councillors for attending the meeting.

The meeting **adjourned** at 4:24 p.m.