**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**Academic Council of the School of Graduate Studies**

**Minutes, October 16, 2017**

PRESENT: Dr. A. Surprenant (Chair), Dr. D. Farquharson, Dr. N. Kennedy, Dr. T. Brown, Dr. R. Shannahan, Dr. M. Gardner, Dr. R. Joy, Dr. S. Imtiaz, Mr. D. Howse, Dr. D. Moralejo, Dr. J. Weber, Dr. C. Walsh, Mr. A. Alkasasbeh, V. Campbell, Janice Turner (via Blue Jeans), Mr. A. Johnson (Observer), Dr. S. Cadigan, Dr. E. Pittman, Dr. C. Reynolds

APOLOGIES: Dr. K. Tahlan, Dr. P. Coady, Dr. E. Waterman, Mr. H. Nejad, Mr. V. Karmakar, Ms. L. White, Dr. A. Hall, Dr. S. Roseman, Dr. R. Klein, Dr. V. Maddalena, Ms. I. Percy

1. MINUTES:

It was moved by by Dr. Brown and seconded by Dr. Gardner, that the minutes of the meeting held September 18, 2017, be approved. The motion

 CARRIED

1. BUSINESS ARISING
2. CORRESPONDENCE
3. DEAN’S REPORT/REPORT OF SENATE
4. There were no items of business from Council for the regular meeting of Senate October 10th, 2017.
5. A notice was received from the Board of Regents, that the following new graduate programs were approved:
* PhD in Scientific Computing
* Graduate Diploma in Engineering
* Graduate Diploma in Business Administration
* Graduate Diploma in Humanities and Social Sciences

The following proposed new graduate programs have been sent to the Graduate Differential Tuition Fees Committee for consideration:

* MBA- Social Enterprise and Entrepreneurship (SEE)
* MASc – Energy Systems Engineering
* MASc – Safety and Risk Engineering
1. REPORT OF THE GRADUATE STUDENTS’ UNION

There was no report from the GSU for this meeting.

1. STANDING COMMITTEES
2. Academic Council Executive

The Department of English is proposing a new Master’s Internship, English 7099, and revisions to sections 8.9.3 and 32.11.2 of the University Calendar. The proposed Master’s Internship complements the SGS’s new MUN-wide PhD-level internship and internships in cognate departments at the University, and aligns with SSHRC’s Guidelines for Effective Research Training. This course is optional in a graduate program, and makes the program more appealing to prospective students.

It was moved by Dr. Pittman, and seconded by Mr. Alkasasbeh, that the proposed new Internship course 7099, and calendar revisions be approved. The motion

 Carried

Master’s in English (Section 8.9.3) and PhD in English (Section 32.11.2)

The calendar change to reflect the existing courses below, were approved at the Senate meeting held September 12, 2017.

7003 Trends in Contemporary Theory and Practice

**7099 Masters Internship**

7100-7149 Author Studies

7150-7199 Book Histories

7200-7249 Creative Writings

7250-7299 Critical Theories

7300-7349 Cultural Studies

7350-7399 Genre Studies

7400-7449 Global Literatures

7450-7499 Indigenous Voices

7500-7549 Literary Movements

7550-7599 National Literatures

7600-7649 Period Studies

7650-7699 Regional Literatures

7700-7749 Special Topics

7750-7799 Visual Narratives

**Secondary Calendar Changes**

n/a

b) Policy Consultations

*“Animals on Campus’*

Members did not have any issues with this policy.

 ‘*Accommodations for Students with Disabilities’*

* Council had Concern with the procedure a student follows if a request cannot be arranged. “Any student whose request for Accommodation for a course, program or assignment has been denied at the level of the Vice-President, has the right to appeal in accordance with academic regulations in the University Calendars available at these links:” Reference was made to our SGS General Regulation 4.6 governing ‘Appeal of Decisions’. Members of Council agreed that the SGS appeals process is relevant to academic matters, not to an appeal if accommodations cannot be arranged.

 SGS suggests that another avenue of appeal be developed.

* Following discussion it was clarified that The Advisory Committee is not for students, but rather Faculty/Staff, and that this should be made clear in the document.
* It should be made clear that a student does not need to know what accommodations are required, but rather asking for accommodations, which is more important.

Members agreed that this is a good policy that is quite general and can be applied to most circumstances that SGS has encountered.

 Other comments made:

* + Dr. Reynolds confirmed that Ms. Shortall has been hired to lead the education regarding the new policies.
	+ Any changes to the policy regarding wording etc, can be brought forward on a continuous basis, and if a wording change is necessary, it will be considered and applied to the policy.
	+ Advisory Committee – who this Committee advises has been debated. The membership is 45 people and it can be cumbersome. Consideration is being given to creating an Executive Committee that this Advisory Committee reports to.
	+ The Terms of Reference for this Advisory Committee are not part of the policy, but they will have to align with the policy.
	+ The policy language is legal language, and is confusing for those who are not trained legally. We need to get the policy approved and have it as clear as it can be, and then move towards creating a companion piece.
1. ANY OTHER BUSINESS
2. Conflict of Interest Presentation

Dr. Sean Cadigan, Associate Vice-President (Academic), gave a presentation on Conflict of Interest, with special emphasis on students. The power point presentation is attached to the minutes.

1. NOTICE OF MOTION
2. ADJOURNMENT

The meeting adjourned 5:50 p.m.

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Aimée Surprenant, Chair Echo Pittman, Secretary