

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
Academic Council of the School of Graduate Studies
Minutes, WebEx Meeting of September 21 , 2020

PRESENT: A. Surprenant (Chair), A. Warren, A. Alhowaide, A. Hossain, A. Kim, A. Dorward, D. Moralejo, E. Pittman, I. Inwang, M. Burchell, H. Liu, M. McKibbon, R. Joy, M. Cheema, C. Bottaro, R. Gosine, P. Banahene-Adjei, W. Rahman, N. Sarwar, E. Haven, A. Variyath, J. Shea, F. Khan, C. Badenhorst, T. Norvell

APOLOGIES: A. Lang, D. Howse, S. Cadigan, G. Galway

Item 6.a)v of the agenda was removed as it was confirmed that Music 6802 was a special topics course, not a regular course.

1. MINUTES

It was moved by F. Khan and seconded by J. Shea that the minutes of the meetings held May 19, 2020; June 1, 2020 and June 5, 2020, be approved as circulated. The motion
CARRIED

2. BUSINESS ARISING

3. CORRESPONDENCE

4. DEAN'S REPORT/REPORT OF SENATE

- a) A special meeting of Senate is scheduled for September 29 regarding the Winter semester, 2021. We are not sure if the Province will allow much travel and the 14-day quarantine for anyone coming into the Province may be around for some time.
- b) The President has approved a new position for fundraising, and this person will be tasked to find alternative sources for the University.
- c) The Provost search committee has been appointed.
- d) The search for Vice-Provost, Equity, Diversity and Inclusion (EDI) is on-going, and it will be an internal search.
- e) The Provincial Government budget will be announced September 30.
- f) The President will make a visit to Academic Councils in the future.
- g) SGS has reinstated the appointment of a Dean's delegate to PhD comprehensive examinations, and guests are now permitted to attend PhD oral defences.
- h) In March SGS suspended any termination of graduate programs. SGS is reinstating General Regulation 4.13, with the exception of 4.13.(c) until a modification of the language can be crafted in consultation with the community. At the last Graduate Officers meeting, it was voiced that terminating a program for one failed course is somewhat harsh and they want SGS to think about ways to be more flexible.

5. REPORT OF THE GRADUATE STUDENTS' UNION

- a) The new GSU Executive commenced duties on June 2, 2020.
- b) Members of the GSU Executive have sexual harassment training.
- c) Rectifying the GSU funding for clubs and societies.
- d) Gradfest was organized but it was different because of it being offered virtually, albeit a success.
- e) Improving workshops to better serve the students.

6. a) Academic Council Executive

i. Computer Science

The Department of Computer Science is requesting approval of revisions to the following sections of the University Calendar:

- 36.7.1, item 2: increasing the number of required courses for PhD students from 3 to 4 (12 credit hours) and in addition to the 4 courses, strongly recommending students to take COMP 690A/B (if the student has not previously taken this course (or equivalent));
- 27.10.2.1 Option 1 – Thesis Route: adding COMP 690A/B as a requirement for Thesis-based Master's students;
- 27.10.2.2 Option 2 – rename 'Course/Project Route to 'Work Term Route';
- 27.10.2.2 Option 2, item 1: adopt a list of courses for students who are interested in taking courses outside of Computer Science to fulfill the degree requirements in Computer Science.

It was moved by E. Pittman and seconded by F. Khan that the proposed revisions be approved. The motion

CARRIED

Calendar Entry:

(Change 1)

37.7.1., bullet #2:

2. Each student for the Ph.D. shall complete a program of graduate courses prescribed by the supervisory committee. The program of each student must consist of a minimum of 12 credit hours in graduate courses which will include 9 credit hours from Computer Science, and the other 3 credits will be one of:

- A course in Computer Science, or a related area, as established in the list of graduate electives.
- A course related to the student's area of research.

In addition to the 12 credits mentioned above, a student is strongly recommended to take Comp 690A/B, if the student has not previously taken this course (or an equivalent).

The supervisory committee may add more courses to the student's program of studies, if it deems this appropriate.

(Change 2)

27.10.2 Programs

27.10.2.1 Option 1 - Thesis Route

1. Students are required to complete a minimum of 15 credit hours in graduate program courses, 9 of which must be in Computer Science (excluding COMP 601W and COMP 6999). Within this credit requirement, a student must take Comp 690A/B.

27.10.2.2 Option 2 - Work Term Route

1. Students are required to complete a minimum of 24 credit hours in graduate program courses, of which at least 18 credit hours must be in Computer Science, whereas the remaining 6 should be related to computer science, and included in the list of elective courses maintained by the Graduate Studies Committee, or previously approved by the Graduate Studies Committee, or its Chair.
2. Within this credit requirement, a student must take the following courses:
 - COMP 6999 (Master's Project)
 - One course in Software Engineering (COMP 6905)
 - One course in Algorithms (COMP 6901 or COMP 6902)
3. Additionally students are required to complete one co-operative education work term (COMP 601W). The work term is a full-time, paid work experience with one employer and either a four or eight months in duration. The work term should start in the third semester of the program. The work term can be deferred to the fourth semester, but normally only in the event of an unsuccessful job search for the third semester.
4. The dates for starting and finishing each work term are shown at www.mun.ca/coop.
5. Students must successfully complete at least 12 credit hours (four courses) prior to beginning their work term. Students must have at least one required course remaining after their work term.
6. Students will conduct job searches with an Academic Staff Member in Co-operative Education in cooperation with the Department of Computer Science. It is the student's responsibility to seek and obtain a work term placement and to communicate with all parties both within the University and beyond in a professional manner. Work term placements cannot be guaranteed by the Department of Computer Science or an Academic Staff Member in Co-operative Education, although every effort will be made to assist students in their job search. Work term placements obtained outside the job competition must be confirmed by letter from the employer and approved by the Head of Computer Science and by an Academic Staff Member in Co-operative Education on or before the first day of the work term. Work term placements may be outside Newfoundland and Labrador.
7. Each work term placement will be supervised by the student's program Supervisor, the on-site Supervisor assigned by the employer and the Academic Staff Member in Co-operative Education. The overall evaluation of the work term is the responsibility of the program Supervisor, on-site Supervisor and the Academic Staff Member in Co-operative Education. The work term shall consist of two components:
 - a. On-the-job Student Performance as evaluated by the on-site Supervisor and the Academic Staff Member in Co-operative Education, in consultation with the program Supervisor.

b. A Work Report graded by the program Supervisor in consultation with the on-site Supervisor.
Evaluation of the work term will result in the assignment of one of the following final grades:
a. Pass with Distinction: indicates outstanding performance in both the work report and work performance.
b. Pass: Indicates that PERFORMANCE MEETS EXPECTATIONS in both the work report and work performance.
c. Fail: Indicates FAILING PERFORMANCE in the work report and/or the work performance. If a failing grade is assigned, the student's Masters program will be terminated.
Prior to graduation and after successfully completing COMP 6999 (Master's Project), students are required to present a seminar on their projects.

ii. Engineering

The Faculty of Engineering is requesting approval for revisions to section 14.10 which removes the Graduate Diploma in Safety and Risk Engineering. This program is no longer attracting local or national students. The program has five courses that are sufficient to help professionals upgrade their knowledge but too few to equip international students with the competencies for the Canadian labour market. Five courses without a capstone project are also too little for international students to gain an in-depth understanding of the subject area and its application. A new Master in the Safety and Risk Engineering program is developed which requires eight courses and a capstone project which is a better program by structure and subject coverage to training national and international students for professional employment. The diploma program seems redundant at this stage.

It was moved by E. Pittman and seconded by F. Khan that the proposed revisions be approved. The motion

CARRIED

Calendar Entry:

14.10 Graduate Diploma in Engineering

The Faculty of Engineering and Applied Science offers a course-based graduate diploma~~s~~ in engineering to provide opportunities for engineers to obtain credentials or upgrade their training in ~~various~~ specialized areas of engineering. The programs~~are~~ is available on a full-time or part-time basis.

14.10.1 Qualifications for Admission

Admission to the program is limited and competitive. To be eligible for consideration for admission, an applicant shall meet the requirements described under [General Regulations, Qualification for Admission](#), or shall have qualifications and/or engineering experience that is acceptable to the Dean of Graduate Studies and to the Faculty of Engineering and Applied Science. To be eligible for consideration for admission, applicants will meet English proficiency requirements described under [General Regulations, English Proficiency Requirements](#).

14.10.2 Program of Study

The graduate diploma program requires the completion of 15 credit hours consisting of three core and two elective courses.

14.10.2.1 Communications Engineering

Engineering 9871, 9872, and 9878; and two courses selected from Engineering 9806, 9821, 9825, 9876, 9877

~~14.10.2.2 Safety and Risk Engineering~~

~~Engineering 9115, 9121, and 9411; and two courses selected from Engineering 9116, 9516, 9609, 9622~~

iii. Ethnomusicology

The School of Music, Ethnomusicology program, is requesting revisions to section 9.11 of the University Calendar which removes Music 6002 as an option to the core MA program. The course is not serving the needs of the MA students and they would be better served taking the other option, Folklore 6100.

It was moved by E. Pittman, and seconded by A. Hossain, that the proposed revisions be approved. The motion

CARRIED

Calendar Entry:

9.11.2 Program of Study

The M.A. program will normally be completed within five consecutive semesters of full-time study. The degree is normally taken by completing course work and a major research paper. In special circumstances, a student may apply to complete the degree by completing course work and a thesis. Demonstration of competence in a language other than English may be required if warranted by the research proposed by the student.

Course Work M.A.

- Students must normally complete a minimum of 24 credit hours plus a major research paper (Music 7002). Further courses beyond the minimum number may be required, depending on the background of the student. The required courses are:
 - Music 7001; Folklore 6030.
 - ~~One of Folklore 6100 or Music 6002.~~ Folklore 6100.
 - One area or genre studies course (3 credit hours) relevant to the research of the student.
 - Twelve credit hours to be selected from the Music and Folklore courses listed below (with the approval of the Interdisciplinary Advisory Committee); one elective (3 credit hours) may be a relevant course offered in another discipline (with the approval of the Interdisciplinary Advisory Committee).
 - Research paper (Music 7002) on a topic chosen by the student with the student's

supervisor's approval. Proposals for topics and supervisors will be vetted by the Interdisciplinary Advisory Committee no later than the beginning of the third term of study. The paper will normally demonstrate the student's ability to apply methodologies and theoretical constructs, learned in the courses taken, to a specific repertory, or performance context.

- **Thesis M.A.** (available by special application to the Interdisciplinary Advisory Committee)
- Students must normally complete a minimum of 21 credit hours plus a thesis. The required courses are:
 - Music 7001; Folklore 6030.
 - ~~One of Folklore 6100 or Music 6002.~~ Folklore 6100.
 - One area or genre studies course (3 credit hours) relevant to the research of the student.
 - Nine credit hours to be selected from the Music and Folklore courses listed below (with the approval of the Interdisciplinary Advisory Committee); one elective (3 credit hours) may be a relevant course offered in another discipline (with the approval of the Interdisciplinary Advisory Committee).
 - Thesis submitted in accordance with General Regulation **Theses and Reports** of the School of Graduate Studies. A thesis proposal, consisting of a statement of topic, working title, plan of research, and preliminary bibliography, with the name of the preferred Supervisor, shall be submitted by the student to the Interdisciplinary Advisory Committee no later than the beginning of the third term of study.

37.13 Ethnomusicology

37.13.2 Program of Study

The Ph.D. program may be completed within twelve to fifteen consecutive semesters of full-time study, depending on fieldwork requirements. The Degree is normally taken by completing course work, comprehensive examinations, a language proficiency requirement, and a Ph.D. thesis, defended in accordance with General Regulation **Theses and Reports** of the School of Graduate Studies.

- Students must complete a minimum of 21 credit hours of course work. If required courses have been completed at the M.A. level, electives may be substituted (with approval of the Interdisciplinary Advisory Committee). The required courses are:
 - ~~Music 8001; Folklore 6030; and Folklore 7100.~~ Music 8001; Folklore 6030 or Folklore 6070 or other social theory course by approval of the IAC; and Folklore 7100.
 - Twelve credit hours of electives selected from courses listed below or from relevant courses offered in another discipline (with the approval of the Interdisciplinary Advisory Committee). Ph.D. students may take up to two courses (6 credit hours) in a cognate discipline.
 - Reading proficiency in one language other than English, relevant to the research

area, demonstrated to the satisfaction of the Interdisciplinary Advisory Committee. The choice of language must be approved by the Interdisciplinary Advisory Committee. The language exam should normally be completed before the comprehensive exams.

- Further courses beyond the minimum number may be required, depending on the background and needs of the student.
- Comprehensive examinations will be administered in a major area, minor area, and theoretical/interdisciplinary area; a component of the comprehensive examination will test audio-visual skills. Bibliographies and discographies for several focused topics will be developed by the student in consultation with the student's supervisory committee and will be the basis of examination questions. The written portion of the examination will be scheduled over a one-week period. The Comprehensive Examination Committee will normally schedule a consultation with the student to discuss the written essays within one month following the completion of the written examination. For further information see General Regulation **Comprehensive Examinations, Ph.D. Comprehensive Examination**.
- Students must complete a thesis, examined and defended in accordance with General Regulation **Theses and Reports** of the School of Graduate Studies. A thesis proposal, including a working title, statement of purpose and research scope, outline of theoretical and methodological approach, working plan, and preliminary bibliography, together with proposed membership of the supervisory committee, must be submitted to the Interdisciplinary Advisory Committee no later than the fifth semester of study. The thesis shall demonstrate the student's ability to carry out original and independent research, develop the necessary theoretical and methodological framework, and present the findings in a scholarly manner.

iv. Linguistics

The Department of Linguistics is requesting approval of revisions to renumber 6203 and 6204 to eliminate confusing numbering for the cross-listed graduate/undergraduate courses; and delete the following inactive courses: 6350, 6390, 6401, 6403, 6410 (special topics course numbers are available should teaching of the subject matter be required).

It was moved by E. Pittman, and seconded by W. Rahman that the proposed revisions be approved. The motion

CARRIED

Calendar Entry:

8.17.2 Courses

A selection of the following graduate courses will be offered to meet the requirements of students, as far as the resources of the Department will allow. Full information is to be found in the Department's Graduate Handbook.

- 6050-54 Structure of a North American Aboriginal Language (*credit restriction: Except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6050-54 series. Students may not obtain credit for any of the previously offered 6010, 6011, 6020, 6021, 6030, 6031, 6040, 6041 in addition to a course in the 6050-54 series.*)
- 6055-59 Structure of an Uncommonly-Taught Language (*credit restriction: Except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6055-59 series.*)
- 6100 Issues in Morphosyntax (*credit may not be obtained for both Linguistics 6100 and the former 6001*)
- 6110 Selected Topics in Transformational Grammar
- 6115 Topics in the Syntax of a Selected Language (*prerequisite: 6001 or 6110*)
- 6150 Principles of Language Acquisition
- 6151 Selected Topics in Language Acquisition (*prerequisite: Permission of the instructor*)
- ~~6200~~ 6203 Phonological Theory (*credit may not be obtained for both 6203 and the former 6200*)
- ~~6201~~ 6204 Selected Topics in Phonology (*prerequisite: 6200 6203; credit may not be obtained for both 6204 and the former 6201*)
- 6210 Sociolinguistics (*credit restriction: a student may not obtain credit for both 6210 or the former 6211*)
- 6212 Selected Topics in Language and Gender
- 6220 Areal and Temporal Variations in Language
- 6300-9 Special Subjects
- ~~6350 General Romance Linguistics~~
- ~~6390 Franco-Canadian~~
- 6400 Comparative and Historical Linguistics
- ~~6401 Morphosyntactic Change (prerequisite: 6400)~~
- ~~6403 Etymology (cross-listed as English 6403)~~
- ~~6410 Comparative Structure of a Selected Language Family (prerequisite: 6403 or the former 6011, 6031)~~
- 6420 English Dialectology I
- 6421 English Dialectology II
- 6430 Selected Topics in Linguistic Variation (*prerequisite: 6220 or the former 6211*)
- 6500 Field Methods
- 6601 Modern Linguistic Theories
- 6700 Experimental Phonetics
- 6701 Selected Topics in Experimental Phonetics (*prerequisites: 6200 6203, 6700*)
- 6800 Selected Topics in Morphology
- 6880 Selected Topics in Semantics
- 6999 M.A. Research Project
- 7000 Seminar in Research Methods
- 7001 Analytical Issues in Linguistics

- 7100 Topics in North American Native Languages (*prerequisites: a course from series 6050-6054 or the former 6011, 6031, 6041*)
- 7200 Advanced Topics in Syntax (*prerequisites: 6110, plus either 6001 or 6115*)
- 7400 Seminar in Comparative and Historical Linguistics (*prerequisite: 6400 or 6410*)
- 7430 Seminar in Linguistic Variation (*prerequisite: 6430*)
- 7800 Seminar in Morpho-semantics (*prerequisite: 6800*)
- 7900-03 Special Topics in Linguistics

Note:

Appropriate equivalent credits may be given for courses taken at the Summer Institute of the Linguistic Society of America, or a similar institute. Students are encouraged to attend these institutes. They should, however, consult the Head of the Department as to what courses may be appropriate for credit.

34.22.2 Courses

A selection of the following graduate courses will be offered to meet the requirements of students, as far as the resources of the Department will allow. Full information is to be found in the Department's Graduate Brochure.

- 6050-54 Structure of a North American Aboriginal Language (*credit restriction: except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6050-54 series. Students may not obtain credit for any of the previously offered 6010, 6011, 6020, 6021, 6030, 6031, 6040, 6041 in addition to a course in the 6050-54 series.*)
- 6055-59 Structure of an Uncommonly-Taught Language (*credit restriction: Except where an exemption is supplied by the Head of the Department, a student may not obtain credit for more than one course in the 6055-59 series.*)
- 6100 Issues in Morphosyntax (*credit may not be obtained for both Linguistics 6100 and the former 6001*)
- 6110 Selected Topics in Transformational Grammar
- 6115 Topics in the Syntax of A Selected Language (*prerequisite: 6001 or 6110*)
- 6150 Principles of Language Acquisition
- 6151 Selected Topics in Language Acquisition (*prerequisite: Permission of the instructor*)
- ~~6200~~ 6203 Phonological Theory (*credit may not be obtained for both 6203 and the former 6200*)
- ~~6201~~ 6204 Selected Topics in Phonology (*prerequisite: ~~6200~~ 6203; credit may not be obtained for both 6204 and the former 6201*)
- 6210 Sociolinguistics (*credit restriction: A student may not obtain credit for both 6210 or the former 6211*)
- 6212 Selected Topics in Language and Gender
- 6220 Areal and Temporal Variations in Language
- 6300-09 Special Subjects

- ~~6350 General Romance Linguistics~~
- ~~6390 Franco-Canadian~~
- 6400 Comparative and Historical Linguistics
- ~~6401 Morphosyntactic Change (prerequisite: 6400)~~
- ~~6403 Etymology (cross-listed as English 6403)~~
- ~~6410 Comparative Structure of a Selected Language Family (prerequisite: 6011 or 6031 or 6403)~~
- 6420 English Dialectology I
- 6421 English Dialectology II
- 6430 Selected Topics in Linguistic Variation (*prerequisite: 6220 or the former 6211*)
- 6500 Field Methods
- 6601 Modern Linguistic Theories
- 6700 Experimental Phonetics
- 6701 Selected Topics in Experimental Phonetics (*prerequisites: 6200 6203, 6700*)
- 6800 Selected Topics in Morphology
- 6880 Selected Topics in Semantics
- 7000 Seminar in Research Methods
- 7001 Analytical issues in Linguistics
- 7100 Topics in North American Native Languages (*prerequisites: a course from series 6050-6054 or the former 6011, 6031, 6041*)
- 7200 Advanced Topics in Syntax (*prerequisites: 6110, plus either 6001 or 6115*)
- 7400 Seminar in Comparative and Historical Linguistics (*prerequisite: 6400 or 6410*)
- 7430 Seminar in Linguistic Variation (*prerequisite: 6430*)
- 7800 Seminar in Morpho-semantics (*prerequisite: 6800*)
- 7900-03 Special Topics in Linguistics

Note:

Appropriate equivalent credits may be given for courses taken at the Summer Institute of the Linguistic Society of America, or a similar institute. Students are encouraged to attend these institutes. They should, however, consult the Head of the Department as to what courses may be appropriate for credit.

v. Music 7003

The School of Music is requesting approval of new course Music 7003 'Ethnographic Video & the Politics of Representation in Ethnomusicology'. This proposed course responds to the increasing presence of the ethnographic video production in the field of ethnomusicology. Incorporating both practical and intellectual components in the course design, this course prepares students to incorporate visual ethnography in their own research and engage with related disciplinary discourses.

It was moved by E. Pittman, and seconded by I. Inwang that the proposed new course be approved. The motion

CARRIED

Calendar Entry:

9.11.3 Courses

Theories and Methods:

Music 6001 Research Methods

Music 6002 Graduate Seminar

Music 6807 Video Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Music 7001 Research Problems and Methods in Ethnomusicology

Music 7002 Research Paper

Music 7003 The Politics of Ethnographic Video Methods in Ethnomusicology

Music 7803 Radio Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Folklore 6010 Survey of Folklore Genres and Processes

Folklore 6020 Field and Research Methods

Folklore 6030 Folklore Theories

Folklore 6040 Feminist Theories: Perspectives and Issues

Folklore 6080 Vernacular Theories

Folklore 6090 Ethnology

Folklore 7100 Advanced Folkloristics II: Research and Ethnography

37.13.3 Courses

Theories and Methods:

Music 6807 Video Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Music 7001 Research Problems and Methods in Ethnomusicology

Music 7003 The Politics of Ethnographic Video Methods in Ethnomusicology

Music 7803 Radio Documentary Production (*credit may be received for only one of Music 6807, Music 7003 or ~~and~~ Music 7803*)

Music 8001 Theoretical Issues in the Study of Music

Folklore 6010 Survey of Folklore Genres and Processes

Folklore 6020 Field and Research Methods

Folklore 6030 Folklore Theories

Folklore 6040 Feminist Theories: Perspectives and Issues

Folklore 6080 Vernacular Theories

Folklore 6090 Ethnology

Folklore 7100 Advanced Folkloristics II: Research and Ethnography

vi. SGS General Regulation 4.8 and 4.10 governing 'Pass with Distinction'

The School of Graduate Studies is requesting the deletion of reference to 'Pass with Distinction' in sections detailing theses and comprehensive examinations. Units affected by this change have been informed. The criteria for the distinction are unclear and it is evident that they are applied inconsistently across departments.

Discussion:

SGS did a fair amount of consultation on the proposed change, and it was to go to Council in April, but was put on hold because of the pandemic. Feedback was received and in checking other universities across Canada, only the University of Winnipeg had the 'Pass with Distinction' option, and that was only available if no changes were required to the examination. The Pass with Distinction honour is uneven amongst units and a majority were in favour of having this distinction removed.

It was clarified that while making these changes, SGS also proposed change to the PASS (subject to conditions) category governing the evaluation of theses, as this is not often used. It is confusing and in particular, examiners believe this notation goes on a student's transcript

On the call for question, the mover and seconder agreed to withdraw the first motion.

It was moved by E. Pittman, and seconded by F. Khan to table this item of business until further discussion is held on the second change – to remove PASS (subject to conditions).
The motion

CARRIED

Item of business has been tabled.

vii. Change in Tuition Refund Date for New International Students

It was moved by E. Pittman, and seconded by A. Dorward to move the current deadline date for graduate students to withdraw from programs without incurring liability for tuition fees for the Fall semester to October 28th, which applies to declines/deferrals for international students, and will result in all academic records/fees being reversed.

Discussion:

This new date is only for new international students. The process of issuing LOI and student visas is getting better, but still slow, and this new date gives international students more time to get that pre-approval. Consideration of this new date will be dealt with on a case-by-case basis.

On the call for question, the motion

CARRIED

7. ANY OTHER BUSINESS

8. NOTICE OF MOTION

9. ADJOURNMENT

The meeting adjourned at 4:30 p.m.

Aimée Surprenant, Chair

Echo Pittman, Secretary