

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
Academic Council of the School of Graduate Studies
Minutes, Meeting of November 21, 2022

PRESENT: A. Warren (Chair), M. Burchell, E. Pittman, J. Leibel, A. Lang, A. Dorward, D. Button, P. Coady, B. Chen, R. Williams, R. Shanahan, A. Cunsolo, F. Polack, J. Shea, J. Rodway, M. Haldar, K. Parsons, N. Barykina, V. Kavanagh, C. Walsh, C. Brown, C. Manful, R. Joy, M. Chowdhury

APOLOGIES: T. Allen and S. Ganz

1. MINUTES

It was moved by A. Warren, and seconded by J. Leibel, that the minutes of the meeting held October 17, 2022 be approved as circulated. The motion

CARRIED

2. BUSINESS ARISING

Research week is this week. The Agenda is available on the Memorial University website: [Research Week Agenda](#)

3. CORRESPONDENCE

4. DEAN'S REPORT/REPORT OF SENATE

All items passed at the last meeting of Senate on November 8, 2022.

The first meeting for the Provost search was held this week.

There was a discussion on the Ode. The president spoke on why the Ode should be re-visited. There was a related notice of a motion for next meeting related to the Ode.

5. REPORT OF THE GRADUATE STUDENTS' UNION

This month:

- GSU has assessed 19 clubs and societies in the last month.
- GSU campus life section is planning for a "GSU Volunteer Night" where certificates and gifts will be given to the volunteers who helped in the fall grad fest and they will be featured on our social media.
- GSU Executive Director of Finance prepared the annual budget worth \$400,000.00 and presented it.
- The Health and Dental team led by the Executive Director of Finance completed the referendum process for Health and Dental and signed the contract with GreenShield.
- The Health and Dental team verified all the family plan payments and sent for

- activating the insurance plan.
- The Health and Dental team communicated to the Board of regents to make sure of the payment procedure for the remaining insurance premium from students.
- The Executive Director of Finance has checked and signed 37 travel assistance forms, 40 travel claims, 59 Professional development grants, and 21 professional membership grants
- The Executive Director of Academic is working on the annual Grammarly Renewal process. The initial proposal of the Grammarly team was a 10% rise in the price. The Executive Director discussed it with the Academic Committee and some members opposed the price rise and the Executive Director proposed the same price as before. After negotiation, the team agreed on a rise by only 5%.
- The Executive Director of Academic and the Aldrich team has set the date for the Aldrich Conference at 24th of March. The conference will be in person after the covid pandemic. We are working on the theme and the abstract call.
- The facility management team is working on the Bitters renovation and we hope that it will be opened by the second week of March.

6. a) Academic Council Executive

i. Graduate Diploma in Post-Secondary Education (International Education)

The Faculty of Education are requesting approval of the proposed new Graduate Diploma in Post-Secondary Education (International Education). Included for review is the review committee report, proponent's response and proposal. It was moved by E. Pittman and seconded by R. Joy, that the proposed new Graduate Diploma in Post-Secondary Education (International Education) be approved. The motion

CARRIED

ii. Applied Ocean Technology – Grad Diploma and Master Calendar Revisions

The School of Ocean Technology are requesting approval of revisions to section 6 of the University Calendar. The School of Ocean Technology is seeking recognition from IBSC (International Board Standards of Competence for Hydrographic Surveyors and Nautical Cartographers) and IHO (International Hydrographic Organization). The program changes represent those required for IBSC and IHO. It was moved by E. Pittman and seconded by C. Walsh, that the proposed revision be approved. The motion

CARRIED

iii. Master of Maritime Management

The Master of Maritime Management program are requesting approval of revisions to section 26 of the University Calendar. The Master of Maritime Management program is seeing to modify the structure of the Academic Advisory Committee, adding a heading to paragraph 3, and adding a new course to the Maritime Management Electives. It was moved by E. Pittman and seconded by J. Rodway, that the proposed revision be approved. The motion

CARRIED

iv. Master of Marine Studies Calendar Revisions

The Master of Marine Studies (Marine Spatial Planning and Management) program at the Marine Institute Campus is requesting approval of revisions to section 25 of the University Calendar. The Master of Marine Studies program is seeking to modify the program of study to clarify that the program is an online program and there is no longer a face-to-face requirement, to clarify student workload expectations, remove duplicate listing of core and elective course offerings and to clarify the listing of the internship course, MSTM 6019. It was moved by E. Pittman and seconded by C. Walsh, that the proposed revision be approved. The motion

CARRIED

v. EASC 6560, 6060 and 6620 – New Courses

The Faculty of Science are requesting approval of revisions to section 31 of the University Calendar. The Earth Sciences department are proposing two new course: EASC 6060 and 6620. The department also requests to regularize a special topic course EASC 6956 as well as modify the course number to EASC 6560. It was moved by E. Pittman and seconded by A. Laing that the proposed revision be approved following friendly amendment before sending to Senate. The motion

CARRIED

vi. Master of Education (Counselling Psychology) Calendar Revisions

The Faculty of Education is requesting approval of revisions to section 16 of the University Calendar. The Faculty of Education are introducing new curriculum to an already existing Master of Education degree in Counselling Psychology. The roles of psychology and counselling professionals are changing and the revised program aligns with these priorities. It was moved by E. Pittman and seconded by R. Joy that the proposed revision be approved. The motion

CARRIED

7. ANY OTHER BUSINESS

- Delays with travel reimbursement had been occurring largely to staffing shortages. There is now a decrease in turn around time. Member noted a student a student issue related to reimbursement. A. Warren noted she would address this issue with the VP Finance office.
- A. Warren made note of the recent employee town hall and the feedback from staff and faculty regarding stress in the University. A. Warren noted that in addition to the townhall this has been brought as an item for discussion at provost team meetings.

8. NOTICE OF MOTION

9. ADJOURNMENT The meeting adjourned at 4:34 p.m.

A. Warren, Chair

Echo Pittman, Secretary