

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
Academic Council of the School of Graduate Studies
Minutes, WebEx Meeting of September 18, 2023

PRESENT: A. Warren, A. Dorward, A. Variyath, D. Bhatt, E. Pittman, Md. S. Shah, C. Brown, E. Simms, H. Liu, C. Badenhorst, L. Gambin, R. Shannahan, R. Haynes, F. Polack, S. Javanbakht, T. Seifert, D. Keeping, C. Forbes, C. Walsh, A. Lang, S. Giwa, F. Mehdi, H. Peng

1. MINUTES

It was moved by A. Warren, and seconded by S. Javanbakht that the minutes of the meeting held May 15, 2023 be approved. The motion

CARRIED

It was moved by A. Warren, and seconded by S. Javanbakht that the minutes of the Meeting held June 21, 2023 be approved. The motion

CARRIED

2. BUSINESS ARISING

3. CORRESPONDENCE

4. DEAN'S REPORT/REPORT OF SENATE

The Chair reported the following items for information:

- a. Dr. Lee Ann McKivior is now temporarily Secretary of Senate in place of Michelle Snow.
- b. All items were passed at the Senate meeting held September 12, 2023, including the SGS consent agenda item related to the Faculty of Science courses.
- c. There was an item related to an update on the Senate governance review (for information only). There are three key themes for this work:
 - i. Solidifying, renewing and strengthening the Governance of Senate
 - ii. Ensuring Senate EDI and Indigenization
 - iii. Supporting senate effectively

Senate previously approved the report in its entirety. For each of the themes there is work in progress, including a meeting planned between the board and senate executive; materials for feedback prepared for by the Senate committee on elections, committees and bylaws before ultimately going to Senate. Preliminary discussions have taken place to get a plan forward for how to get meaningful engagement on the EDI and Indigenization theme.

- d. The research strategy for Memorial University for 2023-2028 was presented to senate and a motion to approve. This item had quite a bit of discussion with some senators desiring more specific material. Ultimately the research strategy was approved by Senate. To summarize very briefly, four of the goals within the strategy includes: goal 1: attract, retain, support and celebrate people engaged in and supporting research, 2: support an environment of research excellence; .3. Collaborate locally, nationally and internationally to learn, create, share and apply research; 4. Support high impact research activities in the strategic research areas.
- e. Members of MUNSU presented a motion for Senate to support their call for academic amnesty of September 15, 2023-the climate action protest last week and also November 8, 2023, which is the Provincial day of Action for accessible education.
- f. The session included an update on the various searches:
 - i. Dean of SGS search underway - presentations starting Wednesday, September 20th - there are three candidates.
 - ii. Dean of HKR upcoming presentation-only one candidate, Dr. Anne Marie Sullivan, who is current interim Dean
 - iii. Dean of Business-the job posting has gone out, the deadline for applications is in October.
 - iv. Dean of Social - work the committee is formed.
 - v. Dean of Education-recommended candidate now going to Board for approval.
- g. The discussion ended with updates on the student housing situation
 - i. There is capacity for undergrads on campus-be sure students who would like to be considered for being in a double room to notify on campus housing with application.
 - ii. The IO and the SGS are monitoring the housing situation closely and both are participating in the pan university team that currently meets twice a week to pull together many units to vet options for creative solutions - including homestay programs and asking faculty and staff in a call, and on Newsline have had some success, and as of Friday the IO has some availability for rooms within the Homestay as well as from the call to faculty and staff. International students who have not already been in contact with the IO should e-mail international@mun.ca to connect with one of the staff for assistance. The biggest housing risk is being experienced by graduate students with families. We have 25 families looking for homes. We are hoping the Air b and b market will begin (at least some of them) transitioning to longer term rentals. In addition, emergency living arrangements currently being explored by EHS. Finally, we have many students (more than 100) who currently have identified they are only in temporary housing and therefore there likely will be increased demand again by the end of the month. Andrew Kim has been fielding many e-mails and calls from students needing housing solutions - this weekend we saw an increase in these requests to SGS.

- h. Finally, a welcome was extended to the student representatives who are now Executive Directors with the GSU. Shaheen Shah, ED Academic; Deepkumar Bhatt ED Finance; Shyam Yadav, ED External Affairs; Fatima Mehdi, ED Campus Life, and Sanazgoli Javanbakht, ED Communications. The Chair formally welcomed the new team, who have already begun to work with SGS. We have Shaheen here to provide the GSU update.

5. REPORT OF THE GRADUATE STUDENTS' UNION

Shaheen Shah provided the report of the GSU:

ED Academic:

1. Bitters Pub Renovation:

The refurbishment of Bitters Pub is nearing completion. We are currently in the process of recruiting staff, with plans to inaugurate the pub in October 2023.

2. Student Advocacy:

Actively assisting graduate students in addressing both legal and academic challenges, providing essential guidance and support.

3. CFSNL Collaboration:

Recently convened an in-person meeting with the entire team of CFSNL at the Ramada Hotel, to strategically plan initiatives for 2023.

4. Memorial University Campus Tour:

In collaboration with CFSNL, the GSU undertook a comprehensive road trip to several Memorial University campuses. The objective was to gain insight into their ongoing activities and to map out future strategic plans.

GSU Follow-up Activities:

1. Grammarly for Education Renewal:

In a recent meeting with Grammarly, two options were presented: renewing 3,000 seats at an adjusted \$7.50/seat or upgrading to 4,000 seats at the previous \$6.89/seat rate, recognizing enhancements and GSU's growing demand.

2. Genesis Insight Forum 2023:

Scheduled for October 5th at the Bruneau Centre, this forum, themed "Catalyzing Future Innovations," promises engagement with industry leaders across multiple sectors. Collaboration with GSU, EGSS, and other stakeholders ensures a comprehensive discourse.

3. PEGNL Networking Event:

The GSU, in collaboration with EGSS, SPE, and METSOC, will host a PEGNL networking session on October 10th at the Bruneau Centre, featuring a lecture by Heather Appleby, Director of Registration with PEGNL.

4. 24th Aldrich Multidisciplinary Conference:

To be held on November 18-19 at the Bruneau Center, this annual conference, in partnership with the School of Graduate Studies, emphasizes academia-industry ties and welcomes abstract submissions until October 23, 2023.

ED Finance

Follow-up Activities:

1. Grant Approvals and Backlog Management:

In the recent term, ED Finance endorsed over 250 professional development, 100 professional memberships, and 400 travel grants, successfully clearing all backlog inherited from the preceding executive director.

2. Auditing Initiative:

Initiated a comprehensive audit for the GSU, addressing an oversight that spanned the previous five years, ensuring fiscal responsibility and transparency.

3. Health and Dental Portfolio Enhancement:

Revamped the health and dental handbook, enhancing its accuracy. Additionally, ED Finance championed the cause of select students, negotiating better coverage terms with the insurance provider for critical medication needs.

4. Partnership with MUNSU:

Formalized an agreement with MUNSU to ensure a safe drive initiative, underlining the GSU commitment to student safety and well-being.

ED Communications

Follow-up Activities

1. GSU Digital Presence Enhancement:

Prioritized the modernization of GSU's digital touchpoints. Launched a redesigned website in collaboration with the webmaster, emphasizing visual appeal, user-friendliness, ease of navigation, and inclusivity.

2. Leadership in Board of Directors (BoD) Engagements:
Chaired BoD meetings with an emphasis on diversifying board participation across departments. Engaged in vital discussions on constitutional revisions, housing challenges, and director-led initiatives.
3. Consistent Involvement in Orientation & Routine Engagements:
Actively participated in SGS and GSU orientation events. Consistently attended and contributed to monthly meetings with EC, SGS, BoD, and the GM, ensuring holistic stakeholder collaboration.

ED Campus Life, GSU

Follow-up Activities:

1. Collaborative Campus Engagements:
Actively partnered with SGS for orientation and campus tours, ensuring comprehensive onboarding for new students. Additionally, we executed a successful GSU meet-and-greet event complete with welcome packages and a sponsored dinner. Continued support was demonstrated by representing GSU at the SGS Orientation.
2. Campus Events & Engagements:
Initiated preparations for the anticipated Fall Gradfest starting September 1st. Seamlessly organized a Graduate Orientation alongside SGS; a dedicated GSU Orientation; a popular Movie Night; and have planned engaging activities such as a Science Trivia Night and Bell Island Tour.
3. Outreach & Collaboration Efforts:
Maintained consistent communication for various events, including liaising with Marine Services NL for Bell Island logistics and transport companies for an enriched tour experience. The Bell Island itinerary was meticulously prepared following an on-site visit for optimal planning.
4. Logistical & Operational Management:
Ensured streamlined operations through effective logistics management, collaborating with vendors like Costco, food suppliers, and printing services. Additionally, collaborated with event companies for event essentials like table supplies, and held meetings with volunteers detailing their roles for upcoming events.

6. a) Academic Council Executive
- i. New Master of Applied Science in Sustainable Infrastructure Engineering (MASc(SIE))

Members received the Review Committee Report, proponent's response to the report, and the proposal for consideration of the proposed new Master of Applied Science in Sustainable Infrastructure Engineering.

It was moved by E. Pittman, and seconded by S. Javanbakht, that the proposed new MASc (SIE) program be approved.

The motion (4 abstentions)

CARRIED

Calendar Entry:

X.X Sustainable Infrastructure Engineering

X.X.1 Program of Study

1. The Faculty of Engineering and Applied Science offers a program in Sustainable Infrastructure leading to the degree of Master of Applied Science (Sustainable Infrastructure Engineering) (MASc(SIE)). The program is available on a full-time or part-time basis.
2. The program is offered by the Faculty of Engineering and Applied Science and will be administered by a Board of Studies appointed by the Dean of Engineering and Applied Science.

X.X.2 Qualifications for Admission

1. Admission is limited and competitive.
2. To be considered for admission, applicants shall normally hold a minimum second class Bachelor's Degree in engineering preferably in mechanical, chemical/process, civil, safety and inspection, environmental, mining/mineral, petroleum engineering, or in a related discipline from a university of recognized standing.
3. To be eligible for consideration for admission applicants will meet the English Proficiency Requirements described under **General Regulations, English Proficiency Requirements**.

X.X.3 Degree Requirements

1. The degree program requires the completion of 30 credit hours.
 - a. 6 credit hours comprising project courses ENGI 970A and 970B.
 - b. 15 credit hours by completing ENGI 9710, 9740, 9750, 9797 and 9799.
 - c. 9 credit hours (three courses) to be selected from ENGI 9116, 9340, 9411, 9501, 9520, 9560, 9605, 9622, 9625, 9626, 9629, 9641, 9723, 9750, 9793, 9790, and other courses approved by the Head of the Department of Civil Engineering.

X.X.4 Evaluation

Students must obtain a grade of at least 65% in all program courses to receive credit for the course towards their program requirements. Any student who fails to receive 65% or more in a course must repeat the course in the case of core courses, or must either repeat or replace the course with another program course in the case of elective courses. Any student who receives a grade of less than 65% in two courses or in a repeated course will be required to withdraw from the program.

X.X.5 Courses

- ENGI 970A – Sustainable Infrastructure Project A (Zero credit hours)
- ENGI 970B – Sustainable Infrastructure Project B (Six credit hours)

Five core courses (three credit hours each)

- ENGI 9710 – Civil Infrastructure Systems
- ENGI 9740 – Advanced Geotechnical Engineering
- ENGI 9750 – Advanced Topics in Analysis and Design of Reinforced Concrete
- ENGI 9797 – Climate Change and Water Resources Sustainability
- ENGI 9799 – Sustainable infrastructure management

Three elective courses from the following list (three credit hours each)

- ENGI 9116 – Reliability Engineering
- ENGI 9340 – Material Degradation in Process Facilities
- ENGI 9411 – Probabilistic Methods in Engineering
- ENGI 9501 – Finite Element Analysis with Engineering Applications
- ENGI 9520 – Solid and Structural Mechanics
- ENGI 9560 – Applied Remote Sensing
- ENGI 9605 – Water and Wastewater Treatment
- ENGI 9622 – Environmental Statistics
- ENGI 9625 – Environmental Impacts of Offshore Oil & Gas Operations
- ENGI 9626 – Environmental Management System
- ENGI 9629 – Environmental Policy and Regulations
- ENGI 9641 – Sustainable Solid Waste Engineering and Management
- ENGI 9723 – Soil Properties and Behaviour
- ENGI 9794 – Special Topics Course - Advanced Concrete Materials
- ENGI 9755 - Advanced Topics in Precast and Prestressed Concrete
- ENGI 9793 – Corrosion Performance in Concrete Structures
- ENGI 9790 – Subsea Pipeline Engineering
- ENGI 9855 - Energy and the Environment

Other courses approved by the Head of the Department of Civil Engineering

ii. New Graduate Diploma in Marine Studies (Water Quality)

Members reviewed the proposed new Graduate Diploma in Marine Studies (Water Quality) for approval in principle to permit and internal review.

It was moved by E. Pittman, and seconded by R. Haynes, that the proposed new Graduate Diploma program be approved, to permit an internal review.

The motion

CARRIED

b) Nomination Committee Report

It was moved by E. Pittman, and seconded by A. Variyath, that the proposed slate of names for membership on the standing committees of Academic Council, for the academic year 2023-2024, be approved.

The motion

CARRIED

Appeals Committee

Andrew Kim (School of Graduate Studies)

Peggy Coady (Business Administration)

Duane Button (Human Kinetics & Recreation)

Charlene Walsh (Marine Institute)

Tim Seifert (Education) (Dr. Joy to return late Fall/early Winter)

Graduate Student Representative – Shyam Yadav (GSU External)

Academic Council Executive

Amy Warren (Chair and Interim AVP(A) and Dean, School of Graduate Studies)

Ronald Haynes (Acting Associate Dean, School of Graduate Studies)

Bing Chen (Engineering)

Andrew Lang (Biology)

Echo Pittman (Registrar's Office)

Rachelle Shannahan (Business Administration)

Andrew Kim (School of Graduate Studies)

Graduate Student Representative – Shaheen Shah, (GSU Academic)

Nominating Committee

Peggy Coady (Business Administration)

Bing Chen (Engineering)

Asokan Mulayath Variyath (Mathematics & Statistics)

Graduate Student Representative – Victoria Kavanagh

Equity, Diversity and Inclusion – Anti Racism (EDI-AR)

Membership for this standing committee was put in place in 2022, for a two-year period. The following membership stands until 2024:

Amy Warren, Arif Abu, Paul Banahene Adjei, Valeri Pilgrim, Jennifer Selby, Giwa Sulaimon, Janna Rosales, Festus Ajayi, Andrew Kim, Charlene Walsh, Asokan Mulayath Variyath, Katrielle Edmond, Morteza Haghita, one vacancy

Secretary to Academic Council

Echo Pittman

7. NOTICES OF MOTION
8. ANY OTHER BUSINESS
9. NOTICE OF MOTION
10. ADJOURNMENT The meeting adjourned at 4:17 p.m.

A. Warren, Chair

Echo Pittman, Secretary