

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
Academic Council of the School of Graduate Studies
Minutes, Meeting of March 19, 2019

PRESENT: Dr. A. Surprenant (Chair), Dr. D. Farquharson, Dr. P. Coady, Dr. E. Haven, Dr. M. Gardner (via teleconference), Dr. R. Joy, Dr. H. Zhang, Dr. N. Cook, Dr. M. Moralejo, Dr. H. Liu, Dr. J.C. LoredO-Osti, Dr. P. Banahene Adjei, Dr. C. de Boer, Ms. V. Kavanagh, Mr. A. Kim, Ms. S. Jamil

APOLOGIES: Dr. R. Shannahan, Mr. A. Alkawasbeh, V. Campbell, Dr. S. Cadigan, Dr. M. Liboiron, Dr. V. Maddalena, Dr. K. Tahlan

1. MINUTES

It was moved by Dr. LoredO-Osti, and seconded by Dr. Zhang, that the minutes of the meeting held February 18, 2019, be approved as circulated. The motion

CARRIED

2. BUSINESS ARISING

3. CORRESPONDENCE

4. DEAN'S REPORT/REPORT OF SENATE

- a) The March meeting of Senate was cancelled.
- b) A request was sent out to faculty/staff/students asking for volunteers to sit on an SGS Ad hoc Committee on Diversity. There was an amazing response and those who were chosen, and not chosen, will be notified. Membership includes faculty, staff and students.

5. REPORT OF THE GRADUATE STUDENTS' UNION

- a) The Aldrich Conference is March 23 & 24, and everyone is welcome. There is still a need for judges and for those who can give some of their time to be a judge, it would be helpful.
- b) Ms Jamil attended the National Graduate Caucus from March 15-17, 2019, at Capital Hill Hotel, Ottawa, Ontario. She indicated that it was a very informative two days.
- c) The GSU will be hosting, as part of their Wellness Sessions, another mental health workshop on March 21st, from 5:00 pm – 7:00 pm.

6. a) Academic Council Executive

i) Medicine

It was moved by Dr. Farquharson and seconded Dr. Doré that the proposed revisions to section 24.1 governing the Master of Public Health – ‘Qualifications for Admission’ which includes the requirement to complete a statistics course prior to being admitted into the program, and referencing the new title for the organization of Dietitians of Canada, which is now the Partnership for Dietetic Education and Practice, be approved.

The motion

CARRIED

24.1 Qualifications for Admission

Admission to the Master of Public Health is limited and competitive. The regulations and procedures for admission are as given under the General Regulations of the School of Graduate Studies governing Master’s degrees. Students are expected to have successfully completed at least one introductory university-level statistics course. In addition, to be considered for admission to the Nutrition and Dietetics specialization applicants must have successfully completed an undergraduate dietetics program equivalent to one which has been accredited through the Canadian national process overseen by Dietitians of Canada as indicated at www.dietitians.ca the Partnership for Dietetic Education and Practice.

ii) Nursing

It was moved by Dr. Farquharson and seconded by Dr. Moralejo that the proposed revisions to section 21.2 governing the Post Master’s Nurse Practitioner Graduate Diploma program, which clarifies the admission requirements, and makes it clear that both a research course and a nursing theories course is required be approved. The current wording implies that only one course needed.

The motion

CARRIED

21.2 Qualifications for Admission

6. In addition to requirements 1. and 4., applicants seeking admission to the Graduate Diploma in Nursing (Post Master’s Nurse Practitioner) program must have completed a Master’s Degree (minimum ‘B’ standing) in Nursing or an equivalent degree with a nursing focus, a graduate level statistics course (minimum ‘B’ standing), a graduate level nursing research theories course (minimum ‘B’ standing), a graduate level nursing theories course (minimum “B” standing), a Bachelor’s degree (minimum ‘B’ standing) in Nursing, and have two years of clinical nursing experience preferably in their chosen specialty area.

iii)Engineering

It was moved by Dr. Farquharson and seconded by Dr. Zhang that the proposed revisions to section 14.13.2 and 3, which removes 9723 from 'Other Courses', and adds it to the 'Core Courses' listing, be approved. The motion

CARRIED

14.13 Courses

A selection of the following graduate courses will be offered to meet the requirements of the candidates, as far as the resources of the Faculty will allow.

14.13.1 Required Course

9100 Engineering Graduate Seminar (1 credit hour)

14.13.2 Core Courses

- 9002 Ocean Engineering Structures
- 9015 Ocean Engineering Hydrodynamics
- 9110 Advanced Petroleum Production Engineering
- 9113 Phase Behaviour of Petroleum Reservoir Fluids
- 9114 Advanced Reservoir Engineering
- 9115 Safety and Risk Engineering
- 9118 Advanced Drilling Engineering
- 9121 Advanced Safety, Risk and Reliability Modeling
- 9211 Experimental Methods
- 9310 Advanced Reactor Analysis and Bioreactors
- 9320 Advanced Separation Processes
- 9330 Abnormal Situation Management and On-line Monitoring
- 9340 Material Degradation in Process Facilities
- 9411 Probabilistic Methods in Engineering
- 9420 Engineering Analysis
- 9496 Modeling and Simulation of Dynamic Systems
- 9501 Finite Element Analysis with Engineering Applications
- 9505 Structural Dynamics and Vibrations
- 9516 Similitude, Modelling and Experimental Data Analysis
- 9520 Solid and Structural Mechanics
- 9550 Fatigue, Fracture and Corrosion
- 9609 Environmental Risk Assessment
- 9627 Environmental Systems Engineering
- 9723 Soil Properties and Behaviour (formerly 9720)
- 9816 Antenna Theory
- 9821 Digital Signal Processing
- 9826 Advanced Control Systems
- 9827 Continuous and Discrete-Event Systems
- 9834 Advanced Power Electronics
- 9847 Computer and Control Methods in Power Systems

- 9853 Energy Economics and Policy
- 9854 Fundamentals of Energy Systems
- 9855 Energy and the Environment
- 9856 Electrical Power Systems
- 9857 Instrumentation and Control of Energy Systems
- 9858 Advanced Power Systems
- 9861 High-Performance Computer Architecture
- 9865 Advanced Digital Systems
- 9867 Advanced Computing Concepts for Engineering
- 9871 Information Theory and Coding
- 9874 Software Design and Specification
- 9876 Advanced Data Networks
- 990A MESE Project Course
- 990B Continuation of MESE Project Course
- 9901 Fundamentals of Fluid Dynamics
- 9902 Advanced Transport Phenomena
- 9909 Advanced Thermodynamics
- 9940 Advanced Robotics
- 9977 Computational Fluid Dynamics

14.13.3 Other Courses

- 9022 Marine Geotechnical Engineering
- 9052 Ice Properties and Mechanics
- 9080/99 Special Topics in Ocean Engineering (excluding 9096)
- 9096 Marine and Offshore Ice Engineering
- 9111 Well Testing
- 9112 Multiphase Flow
- 9116 Reliability Engineering
- 9117 Offshore Petroleum Geology and Technology
- 9119 Compact Process Equipment Design
- 9120 Advanced Natural Gas Engineering
- 9150-59 Special Topics in Oil and Gas Engineering
- 9200 Industrial Internship
- 9210 Advanced Engineering Materials
- 9390/94 Special Topics in Engineering Management
- 9440 Optimization Principles in Engineering
- 9495/99 Special Topics in Engineering Analysis (excluding 9496)
- 9540/49 Special Topics in Mechanics, Structures and Materials
- 9560 Applied Remote Sensing
- 9601 Environmental Pollution and Mitigation (cross-listed as Environmental Science 6004)
- 9603 Environmental Sampling and Pollutant Analysis (*cross-listed as Environmental Science 6005*)
- 9605 Water and Wastewater Treatment
- 9610/15 Special Topics in Environmental Engineering and Applied Science
- 9621 Soil Remediation Engineering
- 9622 Environmental Statistics
- 9625 Environmental Impacts of Offshore Oil and Gas Operations

- 9626 Environmental Management System
- 9628 Environmental Laboratory
- 9629 Environmental Policy and Regulations
- 9630 Pollution Prevention
- 9713 Stochastic Hydrology
- ~~9723 Soil Properties and Behaviour (formerly 9720)~~
- 9750 Advanced Topics in Analysis and Design of Reinforced Concrete *(formerly 9701)*
- 9755 Advanced Topics in Precast and Prestressed Concrete *(formerly 9702)*
- 9760/64 Special Topics in Geotechnical Engineering
- 9790 Subsea Pipeline Engineering
- 9791/99 Special Topics in Civil Engineering
- 9802/05 (excluding 9804) Special Topics in Computer Engineering
- 9804 Industrial Machine Vision
- 9806/09 Special Topics in Communications Engineering
- 9815 Electromagnetic Propagation
- 9822 Nonlinear Digital Image Processing and Analysis
- 9825 Random Signals *(formerly 9830)*
- 9835 Advanced Electric Machines
- 9841 Thermal Power Plants
- 9843 Solar Engineering
- 9845 Energy Storage
- 9848 Power System Stability *(formerly 9812)*
- 9849 Power System Protection
- 9850/53 Special Topics in Power Systems and Controls
- 9862 Power System Protection
- 9863 Grid Integration of Energy Systems
- 9868 ASIC Design
- 9869 Advanced Concurrent Programming
- 9872 Digital Communications9866 Fault-Tolerant Computing *(formerly 9846)*
- 9873 Image Communications
- 9875 Embedded and Real-Time Systems Design
- 9877 Computer and Communications Security
- 9878 Wireless and Mobile Communications
- 9879 Formal Specification and Development
- 9880/83 Special Topics in Computer Engineering
- 9884/87 Special Topics in Signal Processing
- 9888/91 Special Topics in Communications Engineering
- 9892/95 Special Topics in Power Systems and Controls
- 9896 Renewable Energy Systems
- 9897/99 Special Topics in Applied Electromagnetics
- 9910 Advanced Manufacturing
- 9920 Advanced Concepts in Mechanical Design
- 9925 Theory and Design of Mechanical Components and Structures
- 9971 Nonlinear and Random Vibrations Analysis
- 9975/99 (excluding 9977 and 9979) Special Topics in Mechanical Engineering
- 9979 Fluid Structure Interactions
- 9985 Advanced Heat Transfer

- 9987 Interfacial and Phase Change Phenomena
- * Courses likely to be offered annually on a regular basis. Other courses will be offered if required in a student's program and dependent upon Faculty resources.

iv) English Language Requirements

It was moved by Dr. Farquharson and seconded by Dr. Loredano-Osti that the proposed revisions to section 4.1.7 governing 'English Language Requirements Subsequent to Admission' which eliminates the English Placement Test for fully admitted graduate students, and replaces ENGL 602F and ENGL 9992 with advanced ESL courses in the Bridge program, be approved. The background and rationale for this request was included in the submission.

Discussion:

The proposed revisions allow more flexibility, and as we proceed, we can revisit the regulations if necessary.

The motion

CARRIED

4.1.7 English Language Requirements Subsequent to Admission

- ~~1. Students who have been admitted under **English Proficiency Requirements**, Clauses 4-9, above, will be required to take an English language placement test on arrival at Memorial University of Newfoundland. On the basis of the test results, Upon consultation with the appropriate academic unit, Sstudents may be required to complete successfully a course of language study designed to bring their English skills, in any or all of listening, speaking, reading, and writing, to a level required for graduate studies. Academic units may recommend additional language study to the Dean at any point in the program. Additionally, admitted graduate students will be able to self-select for and request additional language study by contacting their academic unit. A final assessment of the students' proficiency in these areas will normally be made no later than the end of the third semester following their first registration in the School of Graduate Studies. As a result of this assessment, and in consultation with the student's academic unit and the Department of English, there may be a recommendation for termination of the student's program.~~
- ~~1.2. The course of language study available to graduate students will draw from select courses in Memorial's Intensive Bridge Program, including critical analysis and discussion, reading and critical response, and writing for university courses. The timing of courses taken by graduate students requiring further language study will be based on availability of spaces at any given semester.~~
- ~~2.3. Notwithstanding **Additional Requirements** above, if a student's Department is not satisfied with the student's ability to communicate in English, then the student may be required to complete successfully the relevant component(s) of the course of study referred to in **Additional Requirements**. The Department will be required to take this action within three semesters of the student's admission to a graduate program. At the end of this period the Department may recommend, but not require this procedure.~~

v) Graduation and Convocation

It was moved by Dr. Farquharson and seconded by Ms. Jamil that the proposed revisions to section 4.11 governing 'Graduation Procedure' which awards undergraduate and graduate degrees three times a year, rather than the current practice of two; implement an in-absentia Convocation to occur in February each year; and to approve the recommendations in the submission related to parchments, transcripts and convocation attendance for graduates, be approved. These changes will go forward concurrent with the undergraduate changes. The motion

CARRIED

General Academic Regulations (Undergraduate)

Page 58, 2018-2019 University Calendar

Within "6.13 Graduation", immediately above "6.13.1 ...", insert a new paragraph:

"6.13 Graduation

Memorial University of Newfoundland confers undergraduate and graduate degrees, diplomas, and certificates three times per year. Regular Convocation ceremonies are held each Spring and Fall to confer degrees upon eligible graduates who completed their programs by the end of the preceding Winter and Spring semesters, respectively. An inabsentia Convocation occurs each Winter to confer degrees, diplomas, and certificates upon eligible graduates who completed their programs by the end of the preceding Fall semester.

Students who are fulfilling, or have fulfilled, all academic requirements for their programs are strongly encouraged to apply to graduate by the deadline date noted in the University Diary. The "Application to Graduate" is available within Memorial Self Service which can be accessed at www.mun.ca. For more information concerning graduation, visit the Office of the Registrar's website at www.mun.ca/regoff/graduation.

6.13.1 Application for Graduation - Degrees, Diplomas and Certificates

Students in their graduating year"

2. School of Graduate Studies, General Regulations

Page 562, 2018-2019 University Calendar

Replace the existing paragraph within section 4.11 Graduation Procedure with new text as follows:

"4.11 Graduation Procedure

Memorial University of Newfoundland confers undergraduate and graduate degrees, diplomas, and certificates three times per year. Regular Convocation ceremonies are held each Spring and Fall to confer degrees upon eligible graduates who completed their programs by the end of the preceding Winter and Spring semesters, respectively. An inabsentia Convocation occurs each Winter to confer degrees, diplomas, and certificates upon eligible graduates who completed their programs by the end of the preceding Fall semester.

Students who are fulfilling, or have fulfilled, all academic requirements (including final submission of a graduate thesis, where applicable) for their programs are strongly encouraged to apply to graduate by the deadline date noted in the University Diary. The "Application to Graduate" is available within Memorial Self Service which can be accessed at www.mun.ca. Related procedures for Graduate students are provided online at www.mun.ca/sgs/current/graduation.php. For more information concerning graduation, visit the Office of the Registrar's website at www.mun.ca/regoff/graduation.

~~Candidates expecting to graduate at any particular Convocation must apply on-line on the prescribed "Application for Graduation" form to the Office of the Registrar at least by the time of the submission of the Thesis, Project Report, or Internship Report required by their program, or, if applicable, by the date of the final comprehensive examination. This form may be obtained online at the Memorial Self Service at www3.mun.ca/admit/twbl:wbis.P_WWWLogin. Additional information is available from the Office of the Registrar at www.mun.ca/regoff/graduation.~~

7. ANY OTHER BUSINESS
8. NOTICE OF MOTION
9. ADJOURNMENT

The meeting adjourned 4:20 p.m.

Aimée Surprenant, Chair

Echo Pittman, Secretary