

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
Academic Council of the School of Graduate Studies
Minutes, Meeting of February 18, 2019

PRESENT: Dr. A. Surprenant (Chair), Dr. D. Farquharson, Dr. P. Coady, Dr. E. Haven, Dr. M. Gardner (via phone), Dr. R. Joy, Mr. D. Howse, Dr. V. Maddalena, Dr. J. Doré, Dr. H. Liu, Dr. J.C. Loredano-Osti, Dr. P. Adjei, Dr. C. de Boer, Mr. A. Alkawasbeh, Mr. A. Hossain, Ms. V. Kavanagh, Dr. E. Pittman, Mr. A. Kim, Ms. S. Jamil

APOLOGIES: Dr. C. Forbes, Dr. N. Cook, Dr. H. Zhang, Dr. D. Moralejo, Dr. R. Shannahan, Dr. S. Cadigan, V. Campbell, J. Turner, Dr. K. Tahlan, Dr. N. Kennedy

Guests: Ms. M. Miskell (Earth Sciences) for item 6.a)i), and Dr. Gavan Watson, Dr. K. Myrick and Ms. J. Moran (CITL) for item 7.a)

1. MINUTES

It was moved by Dr. Coady, and seconded by Ms. Kavanagh, that the minutes of the meeting held January 21, 2019, be approved as circulated. The motion

CARRIED

2. BUSINESS ARISING

3. CORRESPONDENCE

4. DEAN'S REPORT/REPORT OF SENATE

- a) All items of business that were forwarded to Senate for its meeting of February 12, 2019, were approved.
- b) The Canadian Graduate and Professional Student Survey (CGPSS) is currently available and would ask that members encourage students to complete this survey. It is a survey conducted across Canada, and where MUN students can be compared to other students at other universities.
- c) A call for volunteers to sit on the Ad hoc Committee on Diversity has been distributed. Because of suggestions to have as wide a variety of individuals of varying backgrounds, and so as not to burden individuals who are asked to sit on many committees, the Dean of SGS is offering the following to those chosen to serve as a member:
 - Faculty members will provided with a GA for one semester
 - Graduate students will be given a GA (if eligible), and as part of that GA the student will be asked to do research for this Ad hoc Committee.

5. REPORT OF THE GRADUATE STUDENTS' UNION

- a. The deadline for the Aldrich Conference was February 16th, which 187 abstracts having been submitted. The GSU currently has 10 faculty members to help review these abstracts, but asking for more Faculty to volunteer.
- b. GSU Workshop – Funding and Grant Opportunities for Graduate Students, scheduled for Tuesday, March 5th, in Room IIC 2001, Bruneau Centre. Time to be decided.
- c. The GSU is holding its monthly Mental Wellness Workshop: The Effect of Sleep on University students and Their Mental Health, February 25th, 2019, 5-7 pm in the GSU Boardroom. Facilitators are Ellie King and Victoria Kavanagh

6. a) Academic Council Executive

i. Earth Sciences

The Department of Earth Sciences is requesting approval of new course Earth Sciences 7000 – Graduate Internship in Earth Sciences, and the insertion of this new course under sections 25.11.2 and 34.8.2.

It was moved by Dr. Pittman, and seconded by Dr. Loredano-Osti, that the proposed new course and calendar revisions be approved. The motion

Carried

25.11.2 Courses

A selection of courses will be offered to meet the requirements of candidates as far as the resources of the Department will allow.

- **Overview Courses**
- 7000 Graduate Internship in Earth Sciences
- 7110 Physics of the Solid Earth
- 7120 Crustal Geophysics
- 7300 Changes in Global Paleoenvironment
- 7400 Tectonic Regimes
- 7410 Engineering and Environmental Geology
- 7500 Chemical Fluxes in the Earth
- 7810 Paleocology (*same as the former 6810. credit may be obtained for only one of 7810 or 6810*)
- **General Courses**
- 6070 Quantitative Techniques in Mineralogy and Metamorphic Petrology

- 6105 Advanced Field Course in Applied Geophysics (may be offered in accelerated format)
- 6141 Rotation of the Earth
- 6142 Theory of Global Geodynamics
- 6152 Paleomagnetism
- 6171 Advanced Exploration Seismology
- 6172 Borehole Seismic
- 6175 Gravity and Magnetic Methods
- 6177 Mathematical Formulations of Seismic Wave Phenomena
- 6210 Genesis of Mineral Deposits
- 6320 Marine Geology
- 6400 Flow and Transport in Fractured Rock
- 6410 Advanced Engineering and Environmental Geology
- 6420 Deformation Mechanisms
- 6500 Stable Isotope Geochemistry
- 6510 Trace Element Geochemistry
- 6520 Methods in Advanced Research in Geochemistry
- 6540 Radiogenic Isotope Geochemistry
- 6550 Biogeochemistry
- 6600 Petroleum Geology
- 6740 Modern and Ancient Sedimentary Environments
- 6750 Sequence Stratigraphy
- 6801 Palaeobiology of Early Animal Life
- 6820 Palynology and Paleobotany
- 6900-6999 Special Topics in Earth Sciences

34.8.2 Courses

A selection of courses will be offered to meet the requirements of candidates as far as the resources of the Department will allow.

- **Overview Courses**
- 7000 Graduate Internship in Earth Sciences
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- 7120 Crustal Geophysics
- 7300 Changes in Global Paleoenvironment
- 7400 Tectonic Regimes

- 7410 Engineering and Environmental Geology
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ii. Guidelines for Graduate Student Accommodations

The proposed Guidelines for Graduate Student Accommodations was prepared in consultation with the Blundon Centre and sent to MUNFA for comments. MUNFA's executive and AF&G committees provided feedback, all of which are reflected in this document, and support for the guidelines.

It was moved by Dr. Pittman, and seconded by Mr. Alkasasbeh that the proposed guidelines be approved.

Discussion:

It was noted that the numbering on this document should be corrected, and the addition of a statement to include the academic unit in the process as early as possible, to ensure a student's needs are met and without any unnecessary delays to the student's graduate program.

On the call for question, the motion (with corrections noted above)
CARRIED

Guidelines for Graduate Student Accommodations Comprehensive Examinations and Thesis Defences

These procedures for graduate student accommodations (comprehensive examinations and defences) supplement the University policy on Accessibility for Students with Disabilities and are intended to guide students, academic units, and the Blundon Centre through the process.

In keeping with its Core Values, particularly those of responsibility to learners and inclusiveness and diversity, Memorial University is committed to ensuring an environment of understanding and respect for the dignity and worth of each student and also to supporting inclusive education based on the principles of equity, accessibility, and collaboration.

Further, the expectations in relation to learning by and examination of graduate students are frequently very different from that of undergraduates and these differences need to be reflected in the way accommodations are approached, recommended, and implemented.

Academic unit(s) should be brought into the process as early as possible so that student needs are met appropriately and without unnecessary delays to the student's graduate program.

Steps toward accommodation of graduate student comprehensive examinations and thesis defences:

1. The student is informed by academic unit of the comprehensive areas, deadlines and dates of examinations and any other criteria (as per calendar regulations 4.8 and 4.10).

2. If they have not already done so, the student self-identifies with a Disability and requests an Accommodation sufficiently early in order to assist with providing any accommodation. To request an accommodation students should contact the campus co-ordinating centre: St. John's campus Glenn Roy Blundon Centre, Student Life.

3. Staff of the Blundon Centre will conduct an initial interview with the student to discuss individual accommodation requests.

- I. As part of this process, documentation will be reviewed to ensure that recommendations and decisions about accommodations are based on appropriate medical and/or psycho-educational information.
- II. Where necessary, and with the student's written consent, the Blundon Centre may seek further information from or consult with professionals or experts, either internal or external, to the University in finalizing an accommodation plan.

3. Staff from the Blundon Centre will request learning or competency outcomes for the comprehensive exams and/or defence from Academic Unit and/or School of Graduate Studies if these are not part of the information sent to student in step (1) above.

4. Staff from the Blundon Centre, in consultation with the student, will review and discuss the learning outcomes to inform the accommodation plan.

5. Documentation of the accommodation plan will be communicated to the Chair of the Comprehensive Examination Committee (or Academic Unit head in the case of a PhD defence), the student, and the School of Graduate Studies no later than two months prior to the examination.

iii. Proposed New Master of Management Proposal (for approval in principle)

The School of Arts and Social Science, Grenfell Campus, is proposing the new Master of Management program, which is a course-based, online program. The program is aimed at professionals with diverse backgrounds who are either currently employed as, or aspiring to become, managers in a broad range of organizations.

It was moved by Dr. Pittman, and seconded by Dr. Doré, that the proposed program be approved in principle to permit an external review. The motion

Carried

7. ANY OTHER BUSINESS

Dr. Gavan Watson, Dr. Kim Myrick and Ms. Jennifer Moran gave a brief presentation on the Teaching and Learning Framework (TLF) through the graduate education lens. In particular, the framework's goal to encourage staff, instructors, faculty and academic leaders to work to strengthen the student learning experience through initiatives that aim

to enable accessibility; deepen learners' engagement; and facilitate student success.

It was noted that teaching and learning within graduate education at Memorial differs across academic units. For example, units have different structures for comprehensive and thesis examinations, with some examinations being tailored specifically for a student.

The focus for the TLF has a renewed focus on the student educational experience. Key measures of evaluation will include student accessibility, student engagement and student success.

A question was posed to ask how SGS can address the spheres of this Framework. It was noted that SGS works hard to improve accessibility, works undergraduates on graduate school preparation, a strengthened admission process, the creation of a Diversity Committee which will become a standing committee of Academic Council, the development of co-op and internship Master's programs and over 100 workshops for graduate student professional development.

It was recommended that SGS, and possible faculties and schools, develop a list to identify all the ways it is addressing the spheres of the TLF and share it amongst the university community. The Dean noted that many of the items mentioned above are included on the SGS Strategic Enrolment Plan and that SGS is currently in the process of presenting its SEM plan to other faculties/schools

8. NOTICE OF MOTION

9. ADJOURNMENT

The meeting adjourned at 4:40 p.m.

Aimée Surprenant, Chair

Echo Pittman, Secretary