

**MINUTES OF THE FIFTH MEETING OF
THE COUNCIL OF THE SCHOOL OF GRADUATE STUDIES
OPEN SESSION**

Monday, March 21, 2022 at 10:00 am via Zoom

PRESENT

Ex-officio members: G. Carr (Honorary Chair), E. Diamantoudi (Chair), R. Johal, D. Lafrance (Secretary).

Voting members: A. Aghdams, R. Berger, S. Bertrand, S. Chauhan, K. Clark, G. Dover, Y. Gélinas, S. Han, D. Howes, E. Lagou, M. Medraj, P. Pawelek, I. Richmond, F. Scala, D. Secko, A. Sinner, A. Soliman, L. Switzer, MJ Thompson, M. Zaare.

Non-Voting members: S. De Celles.

Guests: K. Belloso, G. Beltran, N. Butt, E. MacFadden, C. Raso.

REGRETS

Voting members: K. Boies, D. Bowen, Y.-G. Guéhéneuc, M. Steinberg, M. Sussman.

Non-Voting members: W. Cheaib, S. Gabriele.

1. Call to Order

The meeting was called to order at 10:00 am.

2. Approval of the Agenda

Moved and seconded (P. Pawelek, A. Aghdam). Carried.

3. Approval of the Minutes of the Open Meeting of January 24, 2022

Moved and seconded (E. Lagou, M. Medraj). Carried.

4. President's Remarks

Dr Carr opened by expressing solidarity with the people of Ukraine in light of the ongoing conflict in that region and remarked that the university intends to be as accommodating as possible in analysing applications from Ukraine, Belarus and Russia.

In good news, the university was selected as one of five institutions leading the National Cybersecurity Consortium (NCC). The NCC is a federally-incorporated not-for-profit Consortium working with public and private sectors to lead world-class cybersecurity innovation and talent development. Concordia's Applied AI Institute, co-directed by associate professors Tristan Glatard of Computer Science and Software Engineering and Fenwick McKelvey of Communication Studies, will play a key role.

Dr Carr continued by highlighting the budgetary challenges faced by the university, exacerbated by COVID. While new applications to graduate programs are holding steady, there had been a decrease at the undergraduate level. He expressed hope that a positive provincial budget and the return to campus along with the resumption of certain non-teaching activities would contribute to improvements on this front.

5. Question Period

There was some discussion about the root causes of decreased applications as well as changes in traditional applicant pool countries. Dr Carr remarked that while there is a general trend in decreased enrolment across the province, graduation rates at Concordia had increased and the last two graduation classes were our largest ever. At Concordia, enrolment figures were lower during the fall and winter terms yet had increased in the summer. At this juncture, it would be difficult to assess if these shifts are due to the disruption of COVID.

In response to a question related to the fees associated with Time Limit Extensions, Dr Diamantoudi stated that requests for first-time TLEs would automatically be approved. While TLE charges were waived in the first term of the COVID crisis, regular TLE fees would now be levied.

Reports

6. Graduate Curriculum Committee Update *Rachel Berger, Associate Dean, Academic Programs and Development*

Dr Rachel Berger provided Council members with a summary of examples of innovative inter-faculty collaboration; notably, the Department of Physics' development of a specific one-credit companion course for students in the Gina Cody School. The

new course together with the regular three-credit course allow students to incorporate this experience into their programs more easily.

Business

7. Proposed Graduate Calendar Text changes CSGS 2122 5 D1

Moved and seconded (P. Pawelek, M. Medraj). Carried.

Dr Pawelek provided an overview of the changes to the classification of students (full/part-time and lapsed status), time limits, internal and external program transfers, and financial credit regulations. These modifications result from the indirect impact of the thesis-based master's programs billing reform.

8. Membership and Powers of the Council of SGS CSGS 2122 5 D2

Moved and seconded (M. Medraj, R. Berger). Carried.

In light of the establishment of the School of Health, the University Secretariat is harmonizing the procedures and membership details of the various governing bodies in the faculties and the School of Graduate Studies. This has brought about a number of minor editorial changes to the Membership and Powers of the Council of the School of Graduate Studies.

9. Adjournment

Moved and seconded (A. Aghdam, E. Lagou). Carried.

Other Next Meeting: May 19, 2022 from **1:00 pm – 3:00 pm** via Zoom

Respectfully submitted,

Michael Jordan
Recording Secretary
Council of the School of Graduate Studies



SCHOOL OF GRADUATE STUDIES

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*to be ratified at CSGS May 19, 2021

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Current Winter 2022 Calendar Text	Proposed Fall 2022 Text
<p>Withdrawal from program due to lack of registration</p> <p>Graduate students in Master's and Doctoral programs will be withdrawn from their program if course registration or academic course notation (CIP/TLE) cannot be processed each term due to any outstanding admission, immigration documents, unpaid accounts, missing progress report, outstanding Academic Success Integrity Module, or poor academic standing.</p> <p>Graduate students in Diploma and Graduate Certificate programs will be withdrawn once their time limit has expired.</p>	<p>Withdrawal from program due to lack of registration</p> <p>Graduate students in <u>thesis-based master's and doctoral</u> programs will be withdrawn from their program if course registration or academic course notation (CIP/TLE) cannot be processed each term due to any outstanding admission, immigration documents, unpaid accounts, missing progress report, outstanding Academic Success Integrity Module, or poor academic standing.</p> <p>Graduate students in <u>Graduate Certificate, Diploma, or course-based master's</u> programs will be withdrawn <u>due to inactivity for three consecutive terms (see Lapsed Student Status), or</u> once their time limit has expired.</p>
<p>Rationale: Distinguishes between thesis-based and course-based master's with respect to program withdrawal processes.</p>	

Current Winter 2022 Calendar Text	Proposed Fall 2022 Text
<p>End of a Leave</p> <p>Once a student’s leave is over, the student will be considered as continuing in their program. Students in master’s and doctoral programs will receive a Continuation in Program notation on their record and be charged accordingly. Diploma and Certificate students will only be charged once they register for courses.</p>	<p>End of a Leave</p> <p>Once a student’s leave is over, the student will be considered as continuing in their program. Students in <u>thesis-based</u> master’s and doctoral programs will receive a Continuation in Program notation on their record <u>if they do not take any courses in the term in which they return from leave. A student returning from leave will be charged tuition and fees accordingly.</u></p> <p><u>Graduate Certificate, Diploma, and course-based master’s students</u> will only be charged once they register for courses.</p>
<p>Rationale: Clarifies end-of-leave processes for thesis-based and course-based master’s students.</p>	

Current Winter 2022 Calendar Text	Proposed Fall 2022 Text
	<p>Graduate Awards Adjudication Committees</p> <p>Graduate Awards Committees at the School of Graduate Studies have the overall responsibility for selecting candidates for the externally-funded awards from the provincial and federal granting agencies, external associations and foundations, and designated internal awards managed at the School of Graduate Studies. Each committee consists of faculty members from the respective faculties who can assess applications against the selection criteria and objectives of the funding opportunity in the areas of research covered by the committee.</p> <p>Committee members must be tenured or tenure-track full-time faculty members. Under highly exceptional circumstances, a committee member not meeting the above criteria may be considered by the Dean of Graduate Studies.</p>
<p>Rationale: Clarifies the composition of Graduate Awards Adjudication Committees.</p>	