

University of Waterloo
SENATE GRADUATE & RESEARCH COUNCIL
Minutes of the 7 October 2019 Meeting
[in agenda order]

Present: Jeff Casello, Charmaine Dean, Ana Ferrer, Nathan Funk, Rhona Hanning, Alison Hitchens, Adam Kolkiewicz, Anita Layton, Daniel Martel, Dmitry Marin, Daniela O’Neill, Jack Rehder, Max Salman, Naima Samuel, Simron Singh, Siva Sivonthaman, Richard Staines, Shirley Tang, Linda Warley, Shawn Wettig, Kathy Winter (secretary)

Resources: Trevor Clews, Amanda McKenzie, Alyssa Voigt

Guests: Simon Courtenay (absent), Chris Wilson (absent)

Regrets: Amelia Clarke*, David Clausi*, Bernard Duncker*, Lauren Meliss Holt, Julie Joza*, Colin MacLeod, Kareem Tarek Mostafa, Bruce Muirhead, Mona Skuterud, Mike Szarka,

Organization of Meeting: Jeff Casello, co-chair of the council, took the chair, and Kathy Winter acted as secretary. The secretary advised that due notice of the meeting had been given, a quorum was present, and the meeting was properly constituted.

1. DECLARATIONS OF CONFLICT OF INTEREST

No conflicts of interest were declared.

2. MINUTES OF 9 SEPTEMBER 2019 AND BUSINESS ARISING

The minutes were approved as distributed. Warley and Hanning. Carried.

3. CO-CHAIRS’ REMARKS

Dean indicated: (a) the Strategic Plan 2020-2025 will go to Senate and Board of Governor’s for endorsement / adoption in October 2019—following which time operationalization and implementation plan will return to this council for discussion, and (b) spoke of 5-year trajectory analysis of Office of Research being underway.

Casello reported: (a) scholarship sessions underway; well attended; increased efforts to encourage applications, (b) student experience [external reviewers’ final report](#) now available; noted areas are sense of community, orientation, space, funding.; implementation plan to come.

4. ACADEMIC PROGRAM REVIEWS

a-b. Items were received as information.

c. Two-Year Progress Report – School of Environment, Resources & Sustainability (BES, MES, PhD).

Council heard a motion to accept, on behalf of Senate, the two-year progress report for the BES, MES, PhD programs delivered by the School of Environment, Resources and Sustainability (SERS). Rehder expressed favourable review. Singh provided assurance regarding space allocation concerns due to mandate of space committee, and addition of research-based clusters. Rehder and Singh. Carried.

d. Final Assessment Report – Quantum Information Collaborative (MAsc, MMath, MSc, PhD). Council heard a motion to accept, on behalf of Senate, the final assessment report for the Quantum Information Collaborative graduate program (MAsc, MMath, MSc, PhD). Martel and Staines reviewed the submission and expressed that all recommendations were or are being addressed, such as some concern pertaining to communication and transportation between two physically separated locations and need to better inform International Students of campus resources to support them. In discussion: TA assignments and hours required and supervisor / supervisee expectations. In response: Casello reminded council of [Policy 30](#) (TA governance policy – draft before the Secretariat for review at this time) which includes establishing clear TA goals and expectations, in addition to well-defined paths for voicing and resolving concerns. Staines and Martel. Carried.

5. CURRICULAR SUBMISSIONS

a. Engineering. Council heard a motion to recommend item 1 to Senate: To approve a Milestone name change from “Graduate Studies Practicum” to “Master’s Project” within the Conrad School of Business and Entrepreneurship’s Master of Business, Entrepreneurship and Technology (MBET), effective 1 January 2020, as presented. Sivoththaman and Hitchens. Carried. Council heard an omnibus motion for item 2 and 4. Sivoththaman and Wettig. Carried. Council heard a motion to recommend item 3 to Senate: To approve the removing of the Graduate Diploma (GDIP) in Management Sciences by the department of Electrical and Computer Engineering (ECE), effective 1 January 2020, as presented. In general discussion: diploma available to current students; concept of specialization (sub-discipline specialization) vs. graduate diploma (concurrent diploma typically outside core discipline). Sivoththaman and Ferrer. Carried.

b. Environment. Council heard a motion to approve 2 new courses, effective 1 September 2020, as presented. Singh and Kolkiewicz. Carried.

6. GRADUATE AWARDS

Council heard a motion to approve items (a), as presented. O’Neill and Sivoththaman. Carried.

7. OTHER BUSINESS

There was no other business.

8. NEXT MEETING

The next meeting will be on Monday 11 November 2019 from 10:30 a.m. to 12 noon in NH 3318.

9 October 2019

Kathy Winter, PhD, CPsych,
Assistant University Secretary