

**UNIVERSITY OF WATERLOO
SENATE GRADUATE & RESEARCH COUNCIL
NOTICE OF MEETING**

DATE: Monday 9 January 2023
TIME: 10:30 a.m. – 12:00 noon
PLACE: NH 3318/3308

Chair – C. Dean

AGENDA

<u>Item</u>	<u>Action</u>
Declarations of Conflict of Interest a. Excerpt from Bylaw 1, section 8*	Information
<u>CONSENT AGENDA</u>	
Motion: To approve or receive for information by consent, items 1-3 below	
1. Minutes of 12 December 2022*	Decision (SGRC)
2. Research Ethics* (Joza) a. Human Research Ethics Board – membership update	Information
3. Graduate Awards* a. Briarhurst Travel and Research Award – (trust)	Information
<u>REGULAR AGENDA</u>	
4. Business Arising from the Minutes	Information
5. Co-chairs' Remarks	Information
6. Graduate Studies and Postdoctoral Affairs Visioning Exercise * (Casello)	Discussion
7. Other Business	Information
8. Next Meeting: 13 February 2023 from 10:30 a.m. - 12 noon; NH3318	Information

*material attached
** to be distributed separately
“SGRC” to be approved on behalf of Senate
“SEN” to be recommended to Senate for approval

3 January 2023

Kathy Winter, PhD, CPsych
Assistant University Secretary

Excerpt from Senate Bylaw 1

8. Declarations of conflict of interest

8.01	At the beginning of each meeting of Senate or any of Senate’s committees or councils, the chair will call for members to declare any conflicts of interest with regard to any agenda item. For agenda items to be discussed in closed session, the chair will call for declarations of conflict of interest at the beginning of the closed portion of the meeting. Members may nonetheless declare conflicts at any time during a meeting.
8.02	A member shall be considered to have an actual, perceived or potential conflict of interest, when the opportunity exists for the member to use confidential information gained as a member of Senate, or any of Senate’s committees or councils, for the personal profit or advantage of any person, or use the authority, knowledge or influence of the Senate, or a committee or council thereof, to further her/his personal, familial or corporate interests or the interests of an employee of the university with whom the member has a marital, familial or sexual relationship.
8.03	Members who declare conflicts of interest shall not enter into debate nor vote upon the specified item upon which they have declared a conflict of interest. The chair will determine whether it is appropriate for said member to remove themselves from the meeting for the duration of debate on the specified item(s).
8.04	Where Senate or a committee or council of Senate is of the opinion that a conflict of interest exists that has not been declared, the body may declare by a resolution carried by two-thirds of its members present at the meeting that a conflict of interest exists and a member thus found to be in conflict shall not enter into debate on the specified item upon which they have declared a conflict of interest. The chair will determine whether it is appropriate for said member to remove themselves from the meeting for the duration of debate on the specified item(s).

University of Waterloo
SENATE GRADUATE & RESEARCH COUNCIL
Minutes of the 12 December 2022 Meeting
[in agenda order]
Needles Hall 3318/3308

Present: Steven Bednarski (for Drysdale), Jeff Casello, Charmaine Dean, David Clausi, Amelia Clarke, Peter Deadman, Bernie Duncker, Anna Esselment, Ana Ferrer, Bertrand Guenin, Zerihun Kinate, Brian Laird, Liz Nilsen, Jennifer Reid, Martin Ross, Marianne Simm, Shawn Wettig, Kathy Winter (secretary).

Resources: Angela Christelis, Carrie MacKinnon

Guests: Richard Wikkerink

Regrets: Aiman Fatima, Alison Hitchens*, Aiden Huffman*, Ryan Johnson*, Julie Joza*, Anita Layton, William McIlroy, Ian Milligan, Siva Sivoththaman, Julian Surdi, Mike Szarka*, Shirley Tang.

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.

DECLARATIONS OF CONFLICT OF INTEREST

No conflicts of interest were declared.

CONSENT AGENDA

Council heard a motion to approve or receive for information the items of the consent agenda. Duncker and Ferrer. Carried.

1. MINUTES OF 14 November 2022

Council approved the minutes of the meeting as distributed.

2. RESEARCH ETHICS

Council approved one new member to the Clinical Research Ethics Board.

3. GRADUATE AWARDS

Council approved items a and b, as presented. Council received items c for information.

4. CURRICULAR SUBMISSION

Council approved items a and b as presented.

REGULAR AGENDA

5. BUSINESS ARISING FROM THE MINUTES

Casello spoke to Item 5 [14 November 2022 SGRC](#) indicating that the Digital Learning Principles and Guidelines item will return to our council in future since 21 November 2022 Senate recognized that further consideration of the proposal would be beneficial. Separately, Nilsen spoke to coordinated actions taking place between the Graduate Student Association, Finance, Student Care, and GSPA communications team to ensure clear messaging regarding any implications of online course participation in relation to students' health care benefit entitlements.

6. CO-CHAIRS' REMARKS

Casello updated council: (a) CUPE submitted request for certification (outcome found here: <https://uwaterloo.ca/daily-bulletin/2022-12-20#cupe-to-represent-sessional-instructors>), (b) postdoctoral [funding competitions](#) and Casello's request for participation on committee of 10-12 members for application vetting and review commencing January 2023 (AMTD committee chair TBD, Black and Indigenous Postdoctoral Scholars committee chair Christopher Taylor, Interdisciplinary Postdoctoral Scholars committee chair Bernie Duncker).

7. GRADUATE STUDIES ACADEMIC CALENDAR CHANGES: UPDATES TO NON-DEGREE GRADUATE STUDENT DEFINITION

Council heard a motion to recommend to Senate to approve updates to the non-degree graduate student definition, effective 1 January 2023, as presented. Specifically, the recommendation is to consider the transfer of any courses taken as a non-degree student to a degree program, on a case-by-case basis, at the time of admission assessment. This would align with the practice at the undergraduate level. Simm and Nilsen. Carried.

8. CURRICULAR SUBMISSION - ARTS

Council heard a motion to recommend to Senate to approve the deletion of the Coursework study option for the Master of Arts (MA) in Economics, effective 1 May 2023, as presented. As part of that change, a new course in data science for economics (including techniques and coding specific to economics) is proposed. Esselment and Ferrer. Carried.

9. SENATE GOVERNANCE REVIEW MEMO

Council received for information the Senate Governance Review Memo as presented. Members are to anticipate invitations to stakeholder consultation sessions to be held in the winter term. Council proposed some new ideas in relation to the future of SGRC: (a) separate the existing council into research and graduate councils; open invitation for all existing SGRC members to attend each; voting privileges held by direct members of the respective new councils, (b) separate the existing council into research and graduate councils; convene as one body at some frequency (e.g., once or twice per year), and (c) continue as the existing council; cover common interest items early in the agenda so members can leave as appropriate.

10. OTHER BUSINESS

There was no other business.

11. NEXT MEETING

The next meeting will be held Monday 9 January 2023 from 10:30 a.m. to 12 noon in NH3318.

19 December 2022

Kathy Winter, PhD, CPsych,
Assistant University Secretary

Memorandum

To: Members
Senate Graduate and Research Council (SGRC)

From: Julie Joza
Director, Research Ethics

Date: December 19, 2022

Subject: Membership on the Human Research Ethics Board

This memo outlines membership updates that will be taking place on the Human Research Ethics Board (HREB). This update is for consideration and approval by the Senate Graduate and Research Council.

For Information: Member Change

[Ramona Bobocel](#), PhD, currently serves as the HREB member from the Department of Psychology, filling the role as Chair of the Delegated Ethics Review Committee (DERC) as stated in the Board's [terms of reference](#). Ramona will be stepping down as a HREB member as beginning in January 2023 Ramona will become the Acting Associate Dean of Research in the Faculty of Arts for one year, followed by a 6-month sabbatical. [Jonathan Oakman](#), PhD, in the Department of Psychology is currently serving on HREB as a member with expertise in clinical psychology. Jonathan has agreed to also fill the role that Ramona will be vacating until another faculty member is able to fill this position on HREB.

Reminder: SGRC members who wish to learn more about the qualifications or academic background and interests of the individual being nominated to the REB are encouraged to contact Julie Joza, Director, Research Ethics at jajoza@uwaterloo.ca. Julie will be pleased to discuss with SGRC members in advance of the meeting the information they may need to help support their decision to recommend the nomination of the individual in becoming a member of the REB. On behalf of the SGRC, the research ethics office retains a copy of each member's CV and expression of interest in being a REB member.



December 19, 2022

TO: Kathy Winter, Assistant University Secretary and Privacy Officer, Senate Graduate and Research Council

FROM: Heidi Mussar, Associate Director, Graduate Financial Aid & Awards

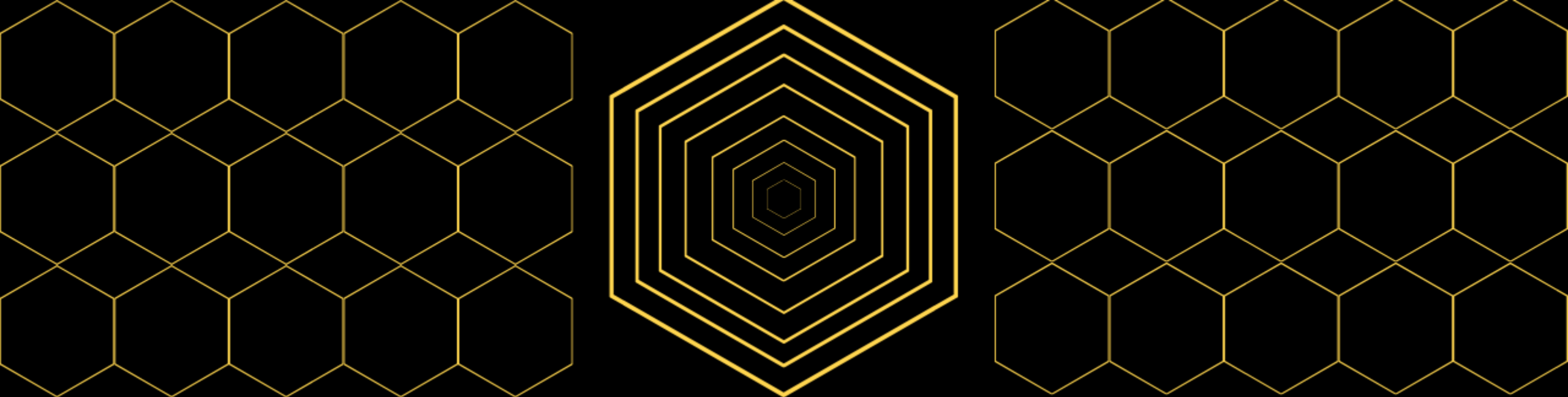
RE: Agenda items for Senate Graduate & Research Council – January 2023

Items for Information

a) Briarhurst Travel and Research Award – trust

The terms of the award, previously amended in May 2014 and May 2017 are further being amended by:

- Increasing the value of the award from \$1,500 to \$2,000 from winter 2023 onwards until the funds in the account are depleted. The last award may be slightly higher than 2,000 just to use up the balance.



Towards a Proposed Vision: Graduate Studies at Waterloo

Jeff Casello, Associate Vice-President, Graduate Studies and Postdoctoral Affairs
Senate Graduate and Research Council

Winter 2023



VISION FOR GRADUATE STUDIES AT WATERLOO

Discussion Questions for SGRC

1. Do the vision and the pathways articulated resonate with you in your administrative role?
2. The vision document asks our colleagues in the Faculties to consider changes (increases) to enrollments in graduate programs. How can the graduate and research communities work collaboratively to address the challenges identified to achieving this goal?
3. If the University realizes its vision to have interdisciplinarity as an academic differentiator, what roles will your unit play in supporting interdisciplinarity – academically, professionally and in the development of community of scholars on campus?
4. Noting that our graduate students play various roles on campus – as learners, researchers, and employees – in which capacities does your unit interact with graduate students? Are there “customer service” like standards that your unit has adopted to ensure high quality, positive interactions with graduate students?

VISION FOR GRADUATE STUDIES AT WATERLOO

Discussion Questions for Info Group

5. The graduate community recognizes the contributions of our graduate students to the University's research mission. The vision document identifies a gap in the University's ability to measure, document, and celebrate these contributions. The vision seeks to record the impact of our graduate students' work which will differ across disciplines and units. Is there a role for your unit to play in quantifying and communicating graduate students' contributions and impacts in research?
6. The vision document suggests that pre-professional training and support for our graduates can be a strong student attractor, and a way in which our alumni remain more connected to the University. In your unit, are there efforts to support graduate students' preparation for and transition to their post-graduation activities? How strong is your unit's connection to our alumni and do these connections contribute to the strength and attraction of Waterloo's graduate programs?