

Summary of a Meeting of the  
COUNCIL OF THE FACULTY OF GRADUATE STUDIES AND RESEARCH  
Held in the Centennial Centre for Interdisciplinary Science  
Room 1-140  
Wednesday, November 26, 2014, 2:00 pm

AttendanceEx Officio

Director of Centre for Teaching & Learning

FGSR

J Harrington, Assoc Dean, FGSR

P Melançon, Assoc Dean, FGSR

Department Representatives

R Jacobs, AFNS  
A Palmer, Anthropology  
L McTavish, Art & Design  
D Stuart, Biochemistry  
H McDermid, Bio Sci  
J White, Business MBA  
A Ingolfsson, Business PhD  
T Simmen, Cell Biology  
V Prasad, Chem and Mat'l Engg  
M McDermott, Chemistry  
D Chan, Civil & Env Engg  
J Volden, Comm Sci and Disord  
J You, Computing Science  
P Flood, Dentistry  
P Defraeye, Drama  
D Fried, East Asian Studies  
J Kachur, Educational Policy Studies  
V Smith, Ed Psych  
E Simmt, Educational Studies  
I Fair, ECE

D Beck, Linguistics  
C Frei, Math and Stats Sci  
J Doucette, Mechanical Eng  
S Hughes, Med Sci – Medical Gen.  
V Ruetalo, MLCS & Comp Lit  
S Robertson, Native Studies  
P Paul, Nursing  
S Esmail, Occupational Therapy  
A Shaw, Oncology  
A Holt, Pharmacology  
S Simpson, Pharm and Pharm Sci  
D Goodwin, Phys Ed & Recreation  
R Marchand, Physics  
G Funk, Physiology  
M Smith, Political Science  
C Germain, Political Science  
C Sturdy, Psychology  
T Hopper, Rehab Med (PhD/MSc)  
G Armstrong, Renewable Res.  
G Jhangri, School of Public Health

Associate Deans Graduate

T Spalding, Arts  
A Sanchez-Azofeifa, Science

H Ostergaard, Medicine & Dentistry

Graduate Program Administrator Representatives

D Blair, Computing Science

G Dowler, Mechanical Engineering

Graduate Student Representatives

M Bal, GSA VP Labour  
C More GSA VP Academic  
A Al-Dabbagh, ECE  
P Appadu, AFNS  
S Banisoltan, Civil & Env Engg  
N Barriga, Computing Sci  
M Challborn, Poli Sci  
L Chen, Chem & Mat'l Engg  
S Gumfekar, Chem & Mat'l Engg

R Gustas, Anthropology  
C Jian, Mech Engg  
H Campbell, Agri and Res Econ  
H Madsen, SLIS  
E Siemann Santos Pereira, Civil & Env Engg  
A Radil, Ed Psych  
S Tamana, Ed Psych  
H Thaker, Medicine

Guests/Observers

A Dambrowitz, Engineering  
E Glancy, MLCS  
J Hurlburt, FGSR

M Hill, Medicine  
G Jamieson, SLIS  
L McEachern, FGSR

The meeting was called to order at 2:03 by J Harrington (Alternate Chair)

1. Approval of the Agenda – Approved.  
Moved by M Smith, Seconded by S Esmail.
2. Approval of the Minutes of October 22, 2014  
Moved by P Paul, Seconded by J Doucette.
3. Matters Arising from the Minutes  
None.

4. Co-tutelle Doctoral Degree Agreement with Universiti Putra Malaysia (UPM)

Motion: Be it resolved that the Faculty of Graduate Studies and Research Council approve a Co-tutelle Doctoral Degree program between UPM and UAlberta.

Moved by C Sturdy, Seconded by J Doucette.

A Sanchez-Azofeifa presented the pre-circulated information. Discussion ensued.

The motion was PUT and CARRIED.

Yes – 32, No – 11, Abstention – 8

5. Report of the Graduate Student's Association (GSA)

C More offered to answer questions about the report of the GSA that was pre-circulated with the Council Package for this meeting. He commented that the GSA Council has voted to join the newly formed Alberta Graduate Provincial Advocacy Group (ab-GPAC). As well, the GSA is interested in suggestions Council members may have in regard to Professional Development.

6. Report from the FGSR Associate Deans

J Harrington commented that the Associate Deans are working on the Code of Student Behavior and the Code of Applicant Behavior cases, but these are confidential. She mentioned that the Workshop for Graduate Coordinators was both successful and well attended.

7. The New FGSR Website

The President's Executive Committee mandated the redesign of the FGSR website and although the process usually takes a year, the team took only 70 days and are ready to go live December 1.

The purpose of the new website is primarily the promotion of Graduate education, graduate students and graduate Programs. The content is grouped thematically, is presented in a narrative/storyline style and conforms to the Sitecor framework. As well, the website has been designed with mobile devices in mind, so all tabs will stack in order to fit the screen.

The first tab "About" focuses primarily on graduate education. From here it's easy to search for programs and includes high level items that graduate students are interested in, infographics and quick facts. There is also a "People Profile" section, an option to learn more about research and inspirational alumni success stories. Second level landing pages also have feature stories.

While some sections are still under development, Phase II will be beginning immediately on December 2.

Discussion Ensued.

Comments included that there are no plans to produce the website in any other languages as this is difficult to maintain. Has accessibility been considered? Phase I did not address this issue as it was not in the scope or mandate. A Council member commented that Sitecor III is accessible to the visually impaired.

A concern was raised over broken links—the website is still in the testing phase and the intention is to identify wrong or dead links in advance of the go live date. The FGSR E-bulletin that will be out Friday, November 28 will provide an option to send comments or feedback.

There will be a communications plan for the frequent update of feature stories and the plan is to have a dedicated Communications position within FGSR. They will link our site to Department promotional items. Marketing and Communication will develop the announcement plan for students through various channels in the next few weeks. A demonstration is also planned for the GPAC meeting on December 3.

The go live time on December 1 will also be announced in the November 29 FGSR E-bulletin.

8. Report of the Dean – Current FGSR Projects Updates

The paperless application system will go live on December 1 or 2 and will be much faster than the demonstration. Phase II will begin immediately after that. One advantage of the system is that once an application is filled out and completed, it can be reviewed right away and the decision process can be started. The system has taken hundreds of hours to implement, including 700 by the company, 300 by IST, and many by the FGSR team. Updates have continued on an almost hourly basis.

The plan is for the permanent system (GSMS Graduate Admissions) to go live in April or May of 2015, and by Fall 2015, everyone will be using it. The expectation is that the transition to GSMS will be smooth, but a dedicated resource person is being trained to assist departments. The system can handle thousands of applications and Grad Base will be closed to applicants when the system goes live.

ADJOURNMENT

The meeting was adjourned at 3:30 p.m.