GRADUATE AFFAIRS COMMITTEE
September 14, 2016
MINUTES

Attendance: Evelyn Steinhauer – Chair, Dia Da Costa, Joe da Costa, Darryl Hunter, Dip Kapoor, Jorge Sousa, Cora Weber-Pillwax, Joan White

Absent/Regrets: Katherine Koch; EPSGSA reps had not been selected for the committee at the time this meeting took place.

1. Approval of Agenda
   E. Steinhauer indicated that item #10 on the agenda will be moved up after item #7 as a member of the committee needed to leave the meeting early.

   J. Sousa moved that the revised agenda be approved. Seconded by D. Da Costa. CARRIED

2. Terms of Reference
   E. Steinhauer distributed a copy of the terms of reference for all members to be aware of what the committee’s role is and who the members are. J. White indicated that the EPSGSA were having student elections for the department’s committees soon so the student reps for GAC should be attending at the next meeting. L. Prochner will be approached to learn if a sessional rep for the committee will be selected this year.

   It was noticed that the term “ex officio” is noted next to the membership of the Area Specialization Coordinators. There was a question as to what that actually meant. After a brief discussion, it was determined that it meant that the area specialization coordinators of a given year in the department were automatically members of the Graduate Affairs Committee that same year.

3. Approval of March 9, 2016 Minutes
   There was a brief discussion about the minutes and whether or not the amount of detail provided was needed. It was decided that the amount of detail in the minutes would continue.

   J. Sousa moved that the March 9, 2016 minutes be approved. Seconded by D. Kapoor. CARRIED

4. Approval of April 13, 2016 Minutes (email meeting)
   J. Sousa moved that the April 13, 2016 minutes (email meeting) be approved. Seconded by D. Da Costa. CARRIED

5. Business Arising from the Minutes
   A question was asked if the item entitled: Difference between the EdD and PhD which was on March 2016’s agenda would be brought forward again for further discussion. J. White informed the committee that after the March 2016 meeting it was decided by the Department’s Interim Chair (at that time) that this item would need much more work and discussion before it could be brought back to GAC. As a result, the item is on hold until further notice.

   After further discussion, it was decided that this item will be on the next GAC Agenda to discuss the Professional Practice Doctorate in Education (PDD) option mentioned in previous meetings on this subject.
6. Library Report
   No Library Report

7. Committee Meeting schedule
   E. Steinhauer distributed a tentative GAC meeting scheduled for the 2016/2017 academic year.
   After a brief discussion and a few changes, the schedule was set. J. White will be sending out the
   meeting schedule to all of the members of the committee by email.

10. Capping Exercise (discussion)
   This discussion continued from the last GAC meeting (March 2016). Since the creation of EDPS
   900 Capping Exercise course, the expectations for the course have differed over the years, and the
   submission of a paper has been the usual way that students have completed this course. There are,
   though, several other options for completion per what is described about the course on the
   department’s website. J. White did indicate, though, that what was happening more lately was that
   students were registering in the capping exercise course along with 1, 2 or 3 other courses to
   complete the program. The main reason that students were doing this was financial and most
   often it was the international students that were registering this way to complete their program
   quickly. Last year the committee had reviewed the various Capping Exercise procedures other
   departments across the faculty were using. J. White also asked how the committee wanted to have
   the program advisor involved in the completion of the course.

   It was decided that a working sub-group from the GAC would do some research and present a
   proposal consisting of the issues and possible options for the EDPS 900 capping exercise course.
   The working group would consist of D. Hunter, J. Sousa and a doctoral student in the department
   who had complete the EDPS 900 capping exercise in their MEd program.

   The purpose of the EDPS 900 working group is to:
   1. Review the current 900.
      - Describe what is working; what we may want to strengthen.
      - Describe what is not working; consider whether there are any challenges with current
        approach.
      - How does the current capping course reflect the work of the specialization?
      - What is the role of the program advisor and course instructor?
   2. Explore and develop options that make sense for the department
   3. Make recommendations to strengthen EDPS 900 to the Feb 2017 GAC meeting.

   The specializations groups will be asked to submit feedback on what their issues/expectations are
   for EDPS 900 to the working group. The Working group will present their proposal to GAC at the
   February 2017 meeting.

8. Doctoral Admission for 2017
   J. White informed the committee that more than a few years ago, Department Council required the
   GAC to recommend, every Fall term, a quota number of doctoral students to be admitted for the
   follow doctoral entrance date (January). Last year, though, that practice was not continued and no
   quota was decided upon. J. White asked if the committee wanted to determine a doctoral
   admissions quota for 2017 admissions. Answer: No. Many felt that the decision to admit a
   student should be decided by the supervisor and not the department. J. What asked if the practice
   of determining a doctoral admission quota was now be discontinued and should no longer appear
   as an item on the GAC agenda unless otherwise requested by Department Council? Answer: Yes.
9. **Graduate Recruitment**

   E. Steinhauer informed the committee that Larry Prochner (Interim Chair of the Department) had reviewed graduate admission status over the last five years. Other than when the department admitted MEd students in a cohort program (EDAL/IPE) which increased the number of students for that year, the numbers were steadily decreasing. This was possibly why enrollment in graduate courses over the past couple of years was also declining. J. da Costa informed the committee that Portland University had now been given permission to offer an online EdD program in Alberta which would decrease the number of doctoral students applying for possible admission in EDAL.

   The department does not have a sole person looking after recruitment/advertising for the graduate program, but the Faculty of Education does have a communications person who we could utilize to help in recruitment, but this would need to be coordinated.

   This item will be brought forward for the next GAC meeting to discuss further.

11. **Application Documentation (discussion)**

   J. White distributed a proposed change to the information currently available to students on the department website, re: Application Documentation. The changes to the website was originally proposed by the chair of the GAC last year but was never discussed. J. White is asking the committee to review the information and then at the next meeting to make a decision if the changes are approved.

   J. da Costa asked if this was not an administrative decision and thus GAC does not need to review it. It was decided that J. White should proceed to make the necessary changes to the Application Documentation webpage per the proposal.

12. **Other Business**

   D. Kapoor asked if it would not be beneficial if someone came to talk to all of the academic staff in the department about Academic Freedom because some of us may not know what it means entirely. For example, hypothetically speaking, would it be alright for a professor teaching a required methodology course for EPS across 4 specializations, to instruct students that methodology X was not really research or to teach in a manner which invalidated if not discredited known research methodologies? C. Weber-Pillwax stated that a common base of knowledge on what Academic Freedom means needed to be achieved before the department could move forward on issues that were to be addressed; like recruitment, how a person teaches a subject and what the possible legal ramifications could be when teaching, etc. E. Steinhauer indicated that she will be talking to Larry Prochner, Interim Chair of the department about the possibility of having someone come to talk on this item.

   E. Steinhauer adjourned the meeting at 11:45pm.

   The GAC meeting is scheduled for October 12, 2016.
1. **Approval of Agenda:**
   E. Steinhauer added an item under ‘other business’ to the agenda: Department Website.

   **Motion:** The revised agenda approved by D. Da Costa and seconded by D. Kapoor.
   
   CARRIED

2. **Approval of Minutes**
   D. Kapoor asked that the following be added to the comment he made under Other Business about Academic Freedom:
   “D. Kapoor asked if it would not be beneficial if someone came to talk to all of the academic staff in the department about Academic Freedom because some of us may not know what it means entirely. For example, hypothetically speaking, would it be alright for a professor teaching a required methodology course for EPS across 4 specializations, to instruct students that methodology X was not really research or to teach in a manner which invalidated if not discredited known research methodologies? “

   **Motion:** D. Da Costa moved that the September 14, 2016 revised minutes be approved. Seconded by D. Hunter.
   
   CARRIED

3. **Business Arising from the Minutes**
   E. Steinhauer reported that a sessional representative for the committee was still unavailable.

   E. Steinhauer indicated that even though the Professional Practice Doctorate was to be discussed at this meeting, as there was currently no new information to add to the discussion, this item will not be pursued at this time.

4. **Library Report**
   K. Koch was unable to attend the meeting and had not submitted anything to report.

5. **MEd Admissions – October deadline (report)**
   J. White reported that the MEd applications (October 1, 2016 deadline) would soon be ready for review by the specialization groups. Since the October 1 deadline is the only deadline available to International MEd applicants to our department, the majority of the applicants being reviewed are international.

   The following number of files will be reviewed by each specialization:
   
   ACHE – 8
   EDAL – 10 (later changed to 17)
   IPE – 2 or 3
   TCI – 9
6. International Student Support

E. Steinhauer opened the conversation by informing the committee that the department needs to take a serious look at how to help students financially when they come. Specifically international students are having more and more problems concerning funding while here. The question is what can the department do to provide funding, if any, to students when admitted. Any guaranteed recruitment funding from the U of A is only available for eligible new doctoral students; and the amount received by the department to distribute is limited every year. The department distributes the funding to as many eligible new doctoral students as possible, but as a result can only offer the funding to each new student for one year. Thus, after the first year the student faces an issue concerning the fees they are required to pay for registration, etc. MEd students do not have any guarantee recruitment funding options provided by the U of A. As well, there have been cases of students who come to Canada with guaranteed funding from other sources but then later that funding disappears (not sure of reasons why) and they are left with no funding to pay their University and/or living expenses while here.

J. da Costa indicated that in order for an international student to come to Canada, they must first demonstrate to Canadian Immigration that they have sufficient funding for their stay in Canada.

A. Sumaru asked if it would not be a good idea to possibly ask the international students in the department to outline the specifics of the issues they were facing concerning funding to help with this discussion. She indicated that she could ask the department’s GSA to look into this on behalf of the Graduate Affairs Committee and report back with the findings. Committee agreed and asked her to proceed on this.

D. Hunter asked if one possible option would be for Church associations to be approached about funding opportunities as they were usually very supportive of educational institutions.

J. da Costa talked about a funding program that had been in place some years ago whereby eligible doctoral students were provided some guaranteed funding for two years when admitted in the form of department assistantships (teaching or research), and U of A awards. The awarded students were also required to apply for a SSHRC. If they successfully obtained a SSHRC (usually for their 2nd year), then the guaranteed funding could be passed onto another student since the SSHRC would cover the student’s expenses for that year, and possibly beyond. This funding program was successful at the time, but was discontinued after a few years.

D. Kapoor asked if International students at the U of A have concerns with funding, why was not the University providing more funding for International students to come? Was this really a responsibility for the department or should the University not be looking into this?

D. Da Costa asked if the International Office in the Faculty could provide faculty and students an orientation to do's and don'ts, as well as resources, rights and responsibilities, with specific attention to the situation of international students.

This item will be discussed further at the next meeting.

7. Student Supervision

E. Steinhauer indicated that there seemed to be an increase in the number of students asking to switch doctoral supervisors and selecting new supervisors from outside their specialization or department.
This was a possible concern, re lack of expertise on the committee in the specific area that a student was enrolled in.

One reason for the possible increase was FGSR decision a couple of years ago allowing students to have a supervisor from outside their home department. In the past this was not approved by FGSR.

J. da Costa asked if a possible solution could be that if a student in the department decided that they wanted a supervisor from outside the department but not leave the department or specialization to complete their program, that their parchment NOT state the specialization completed. It would just state the Department of Educational Policy Studies. J. White will be talking to FGSR to learn if this is possible and/or it this was something the department can enforce.

J. White asked if the above was not possible, would the requirement that a member of the student’s specialization be required to be on their supervisory committee be a way to solve the issue of ‘expertise’ on the committee? Currently only a member of the department is required to be on the students’ committee if the supervisor is not from the department.

This item will be discussed again at the next meeting.

8. Graduate Recruitment
E. Steinhauer indicated that over the past five or so years, graduate admissions in the department had been decreasing, minus the few MEd cohort groups that have been admitted over the last few years. There is a need for the department to become more active in recruiting students but with currently there is no University or Department funding available to support this.

J. White indicated that in the past Teacher Conventions held every year in the City of Edmonton were the only places that the department’s graduate programs were being prompted. This was possibly good for the EDAL specialization but did not actually reach the students interested in the other three specializations.

One possible recruitment activity is to pursue excellent undergraduate students with the idea of graduate studies after completing their undergraduate program.

9. Other Business: Department Website
E. Steinhauer indicated that at her last GAAC meeting it was suggested that departments ‘celebrate’ student’s various milestone completions to help encourage students and also to inform others of what was going on in the department. Milestones like, candidacy completion, final orals, talks, etc. As well she indicated that the department’s website needed to be updated. J. White indicated that Izabella Martyniak (APO) would be moving the department’s website from the current software to the new one that the U of A was using and also updating it.

It was also suggested that the department explore the idea of having a twitter and Facebook account to advertise events, milestones and the graduate program. The issue that arises with this suggestion is who would maintain them? Resources in the department were more limited now than in the past.

After further discussion it was decided that the committee needed to look at what the department’s mandate was, when it comes to recruitment and/or goals on what or whom to target for our graduate program. J. White was asked to bring the department’s mandate to the next meeting for further discussion.
**Professional Practice Doctorate**
This item was further discussed even though no further information could be provided. The idea of a PPD was good only if it did not devalue the past and current EdD program in the department. Superintendents might be interested in a more research-based doctoral degree and thus the PPD could be used for that. But the perception of what a PPD was is probably a concern as it may not be looked at as a doctorate degree like the PhD.

Meeting adjourned at 11:40am

The next one will be November 16, 2016.
Attendance: Evelyn Steinhauer – Chair, Dia Da Costa, Joe da Costa, Dip Kapoor, Jorge Sousa, Ashima Sumaru, Joan White

Absent/Regrets: Atase Adharo, Darryl Hunter, Katherine Koch, Cora Weber-Pillwax

9. Approval of Agenda:
   J. Sousa moved that the agenda be approved, seconded by J. da Costa. CARRIED

10. Approval of Minutes: October 12, 2016
    J. da Costa asked that in Item #6 the following sentence be removed:
    “Then once they are here they are faced with paying higher tuition costs than Canadian students,
    which results in issues when the funding stops or runs out.”

    D. Da Costa asked that her statement made in Item #6 change to the following:
    “D. Da Costa asked if the International Office in the Faculty could provide faculty and students an
    orientation to do's and don'ts, as well as resources, rights and responsibilities, with specific attention
    to the situation of international students.”

    Motion: D. Kapoor moved that the October 12, 2016 revised minutes be approved. Seconded by J.
    da Costa. CARRIED

11. Business Arising from the Minutes
    None

12. Library Report
    K. Koch was unable to attend the meeting; therefore no report was submitted. She indicated she
    would be attending Department Council later in the week and would give a report then.

13. ACHE Course Description Changes
    J. Sousa talked about the three proposed course description changes that the Adult, Community and
    Higher Education specialization were submitting. Each description was reviewed and
    recommendation agreed upon, separately.

    Motion: J. Sousa moved that the proposed calendar description change be approved for
    EDPS 560: Philosophies, Theories and Methods of Teaching and Learning in Adult and
    Higher Education. Seconded by D. Kapoor. CARRIED

    Motion: J. Sousa moved that the proposed calendar description change be approved for
    EDPS 561: Design and Development of Learning, Teaching and Assessment in Adult and
    Higher. Seconded by J. da Costa. CARRIED

    Motion: J. Sousa moved that the change to the title for the course and the addition of a
    calendar description be approved for EDPS 585. Seconded by D. Kapoor. CARRIED

These items will be brought to Department Council for final approval.
14. EDPS 501 Course Proposal (ACHE)
J. Sousa talked briefly about the new course that S. Carpenter proposed to offer in Winter 2018.

Motion: J. Sousa moved that EDPS 501: Popular Education: Theory & Method course be approved to be offered a maximum of two times. Seconded by D. Da Costa.
CARRIED

This item will be brought to Department Council for final approval.

15. EDPS 501 Course Proposal (TCI)
D. Kapoor talked briefly about the new course that D. Da Costa proposed to offer in Fall 2017. D. Da Costa also answered questions concerning the course.

Motion: D. Kapoor moved that EDPS 501 Feminist Theories and Epistemologies course be approved to be offered a maximum of two times. Seconded by A. Sumaru.
CARRIED

This item will be brought to Department Council for final approval.

16. December GAC Meeting
E. Steinhauer informed the committee that since Department Council was not scheduled to meet in December 2016, the Graduate Affairs Committee had the option of either a December 7 or 14 meeting, or no meeting at all. It was decided that there will be no GAC Meeting in December. The next meeting will be January 11, 2017. J. White will email all members of the committee confirming the cancellation of the December 2016 meeting.

9. Other Business
D. Da Costa asked what the past practice has been concerning students requesting transfer credit for their graduate programs. Is there a department criteria on how a decision is made when this type of request is made?

J. White explained the procedures for a transfer credit request and a Diploma reduction request. These are two different types of requests but the procedures are very similar. The final decision on the matter is made by the department’s graduate coordinator but after the student’s advisor has made their recommendation on the request.

After further discussion it was decided that any staff that were seeking guidance on a particular request concerning a transfer credit or diploma reduction that they should consult with their department colleagues before making a recommendation to the Graduate Coordinator.

Because Fall 2016 convocation was on this date (November 16), the GAC meeting was held for only one hour and adjourned at 11:00am

The next one will be January 11, 2017.
The December 2016 GAC meeting was cancelled and then an urgent item came up. It was decided that the decision would be made via electronic voting.

Issue:
In September 2015, GAC approved the following motion:

Motion: ...moved that the department’s MEd application deadlines change from three to two deadlines: October 1 and March 1, with the March 1 deadline being for domestic applicants only. Application deadlines for cohort programs will be decided upon at the time the cohort program is being approved.

The issue that has arisen is the fact that the March 1 deadline for domestic applicant only is no longer possible with the new graduate online application system (GSMS).

Back in 2015 the Department was using the ApplyGrad online application system for admissions. Since then the U of A has changed to an new online application system (GSMS) and on Monday, December 12, 2016, Joan White was informed that the new online application system (GSMS) would not be able to 'block' specific applicants from applying for a given application deadline, meaning once an application portal is open, it is open for both domestic and international applicants. Nor is there a 'front page' to the department’s application portal that can use to inform international applicants of our department deadline policy concerning March 1; though this information is currently provided on our department website.

The concern/issue is that once the March 1 application portal is open, international applicants will apply and pay their application fee only to be informed, later, that the department is not considering them for admission for the March 1 deadline. And, since the application fee is non-refundable, they would be losing the application fee.

Since the March 1 application portal was to be opened for applicants to apply soon, the department needed to quickly make a decision as to whether or not to maintain the current motion or to make a change.

One possible revision would be to removed the 'domestic only' reference to the March 1 deadline in the motion. Another suggestion was proposal another motion concerning the entrance dates for international applicants; reason: so that international students have the necessary time to complete their visa process (which includes obtaining the necessary funding) to come to Canada. The process to obtain a visa, etc. usually takes 4-6 months to complete.

Proposed motions:

Motion #1: ...moved that the department’s MEd March 1 application deadline change from being domestic only to include international applicants as well.

Motion #2: ... That the entrance dates for international applicants that apply for the March 1 application deadline be September and January only.
The these two motions were then distributed to the GAC membership by email with an indication that the voting would close December 16, 2016.

J. da Costa asked why the need to restrict the international students applying to only two specific entrance dates. J. White explained the reason, re immigration issues that often then caused more administrative work later on.

After further discussion about Motion #2, it was decided that that particular motion would be discussed at a GAC meeting where the committee could meet to discuss face to face.

The result of the voting for Motion #1 was a majority ‘pass/agreed’ so the following motion will be presented to Department Council as a revision to the original motion:

**Motion:** E. Steinhauer moved that the Department Council motion made in September 2015 change to the following: …the department’s MEd application deadlines change from three to two deadlines: October 1 and March 1, with the March 1 deadline being for domestic applicants only. Application deadlines for cohort programs will be decided upon at the time the cohort program is being approved.

Seconded by

The next one will be January 11, 2017
Graduate Affairs Committee meeting for January 2017 was cancelled.
Graduate Affairs Committee meeting for February 2017 was cancelled.
GRADUATE AFFAIRS COMMITTEE
March 8, 2017
MINUTES

Attendance: Evelyn Steinhauer – Chair, Dia Da Costa, Joe da Costa, Darryl Hunter, Dip Kapoor, Jorge Sousa, Ashima Sumaru, Cora Weber-Pillwax, Joan White

Absent/Regrets: Atase Adharo, Katherine Koch

17. Approval of Agenda:
   E. Steinhauer informed the committee that the Department Mandate on Student Recruitment item would not appear on the agenda and would not be pursued at this time.

   She also indicated that item #9 on the agenda would be a discussion about both FGSR answer to the committee’s question about what can be on a student’s parchment and about doctoral supervision.

   Motion: D. Hunter moved that the agenda be approved, seconded by A. Sumaru.
   CARRIED

18. Approval of Minutes: November 16, 2016

   Motion: J. Sousa moved that the November 16, 2016 minutes be approved. Seconded by D. Da Costa.
   CARRIED

19. Approval of the December 2016 Motion/Notes

   Motion: A. Sumaru moved that the December 2016 Motion/Notes be approved. Seconded by D. Da Costa.
   CARRIED

20. Business Arising from the November 23, 2016 Minutes
   E. Steinhauer informed the committee that EDPS 560, EDPS 561 and EDPS 585 calendar changes, etc. have now been approved by GAAC.

   She also informed the committee that the Department Mandate on Student recruitment that was brought up at the meeting would not appear on the agenda.

21. Business Arising from the December 2016 Motion/Notes
   J. White also explained the reason for the need for a quick decision concerning GAC’s previous motion about the March 1 MEd application deadline. The change was to allow both domestic and international applicants to apply for that deadline. Reason: change in the new U of A graduate application would not allow the department to block international students from applying for a particular deadline. Information about deadlines is available on the department website for students to review.

   J. White gave an update on the new online graduate application system (GSMS) that will be implemented for the department’s October 1, 2017 MEd application deadline.

22. MEd Admissions - information
J. White provided information on the October 1, 2016 MEd admissions and some brief information about the March 1, 2017 admission that had just closed. She indicated that the MEd files from the March 1, 2017 deadline would be distributed to the specializations within the next couple of weeks.

23. EDPS 900 Capping Exercise
E. Steinhauer indicated that this item was to be discussed at the Department’s Spring Retreat in May 2017 so this item would not be discussed at this meeting.

24. Signature Area Proposal – D. Hunter
D. Hunter referred to the handout that he’d provided to the committee prior to the meeting.

25. Student Supervision
E. Steinhauer referred the committee to FGSR’s response to the committee’s question concerning the wording on a U of A parchment of a student not supervised within the department they are enrolled in. FGSR confirmed that in order for the department to have the authority to decide if a specialization is stated on a student’s parchment or not, the department would need to make a formal request to FGSR and be granted a ‘no specialization’ option.

Discussion arose about the possibility of a ‘no specialization option’. There was interest in having this possible option pursued.

J. Sousa then talked about the need to have a process to facilitate the transition of supervision of a currently admitted student; whether that is supervision from inside or outside the department. He was not asking to have the option of an outside supervisor prevented but rather to allow all parties to have the information necessary to make a more informed choice when changing supervisors.

The current practice of how a students’ supervisor changed was discussed.

Motion: D. Hunter moved that D. Hunter and J. Sousa prepare a simple process (one page) to address the concerns expressed and to bring this back to GAC for consultation. Seconded by C. Weber-Pillwax

After further discussion, it was felt that a motion on this was not needed yet so it was retracted.

Instead, D. Hunter and J. Sousa will submit a one page document outlining the current practice, the issues that were being raised and a possible procedure proposal to a future GAC meeting for further discussion.

D. Da Costa asked if students were aware that they could take courses from other departments to complete their program. This information is not currently on the department’s website; a discussion about course decision/selections for a program is made by the student and their program advisor/supervisor.

26. Library Report
K. Koch was unable to attend the meeting, but J. White will be forwarding her report to the committee which contained information about various Library activities, etc.

27. Other Business
None
28. Doctoral Admissions

As this item contained personal student information, re 2017 doctoral admissions, the student representatives on GAC departed from the meeting. J. White then distributed a list of the applicants that were nominated for 2017 doctoral admission.

Discussion arose on two items:

1) One applicant nominated has an entrance GPA below the department’s 3.5; it was confirmed that the specialization was aware of this and that the supervisor indicated on the list was aware of the situation and willing for the student to be admitted with this low GPA.

2) One applicant had been nominated for admission by two specializations: EDAL and TCI. It was decided that the applicant would be admitted to EDAL.

**Motion:** J. Sousa moved that up to 13 doctoral students are to be admitted for 2017. Seconded by D. Hunter. CARRIED

This motion will be forwarded to Department Council for the final 2017 doctoral admission approval.

Meeting adjourned at 11:40am

The next one will be April 12, 2017
29. Approval of Agenda:

   Motion: D. Da Costa moved that the agenda be approved, seconded by J. Sousa. CARRIED

30. Approval of Minutes: March 8, 2017

   Motion: D. Kapoor moved that the March 8, 2017 minutes be approved. Seconded by D. Da Costa. CARRIED

31. Business Arising from the March 8, 2017 Minutes

   E. Steinhauer informed the committee that the one page document outlining the current practice, the issues that were being raised and a possible procedure proposal concerning student supervision would not be forthcoming. This item is on hold. Further discussion on this happened during the Student supervision item later this meeting.

32. MEd Admissions - information

   J. White informed the committee that after compiling all of the applications that were received for possible admission by the March 1, 2017 deadline, 25 MEd applications were complete/reading to be considered for possible admission. The specialization groups will be reviewing the files in their areas and submitted their decision soon.

33. EDPS 501 Courses

   D. Da Costa asked that the committee clarify when a 501 course can be used as an elective in a student’s program. After further discussion it was discovered that this item is specific to the Theoretical, Cultural and International Studies specialization, re their TCI electives. This item will be discussed at the TCI meeting and will not proceed further at a GAC meeting.

34. Student Supervision

   E. Steinhauer opened the floor for the committee to continue the discussion about student supervision and the possible proposal of a ‘no specialization’ option for our graduate students. After further discussion, it was decided that we should not pursue the ‘no specialization’ option for student’s parchments. The committee then discussed the specialization representation on committees that might be absent if a student is supervised by someone outside the department.

   Motion: C. Weber-Pillwax moved that a specialization committee member from the area the graduate student is enrolled in shall always be on a supervisory committee up to the completion of their program. Seconded by J. Sousa. CARRIED

   J. White will be confirming with FGSR that this is possible before it is brought forward to Department Council.
35. Library Report
   None

36. Other Business
   None

Meeting adjourned at 10:35am

The next meeting is possibly May 10 or May 17, 2017. To be determined later.
Graduate Affairs Committee Meeting for May 2017 was not scheduled/cancelled.