



## FACULTY OF GRADUATE AND POSTDOCTORAL STUDIES MEETING MINUTES

22 February 2024 | 12:30 pm | Zoom

A meeting of the Faculty of Graduate and Postdoctoral Studies was held on Thursday, 22 February 2024 at 12:30 pm. M. Hunt was the Chair.

### ATTENDANCE

J. Aleksejuniene, J. Brinkman, D. Clemens, H. Cote, J. Dierkes, T. Dobson, D. Elmo, J. Fletcher, B. Goold, M. Gordon, D. Grecov, S. Hagerman, N. Hodges, B. Howard, M. Hunt, J. Karim, J. Locher, B. Morey, N. Phin, M. Read, C. Roskelley, P. Shipley, L. Sly, R. Starkey, M. Taiebat, B. Weber

### 1. CALL TO ORDER

M. Hunt called the meeting to order at 12:32 pm.

### 2. LAND ACKNOWLEDGEMENT - M. Hunt

### 3. ADOPTION OF THE AGENDA

Approved by general consensus	}	<i>That the agenda of the 22 February 2024 meeting of the Faculty of Graduate and Postdoctoral Studies be approved.</i>
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*Carried.*

### 4. ADOPTION OF MINUTES

Approved by general consensus	}	<i>That the minutes of the 25 January 2024 meeting of the Faculty of Graduate and Postdoctoral Studies be approved.</i>
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*Carried.*

### 5. BUSINESS ARISING FROM THE MINUTES

None.

### 6. CHAIR'S REMARKS

- M. Hunt welcomed Dr. Laura Sly back as Associate Dean, Policy. She has replaced M. Hunt's previous position until mid-June. In early March, Laura's role will be posted (for after mid-June).
- Today the BC Budget will be released; the Faculty will need to keep an eye out for possible impacts.
- Update on international student study permit caps: details are rapidly evolving. Graduate degree students are exempt from the cap. Graduate certificate and diploma programs will probably be affected. UBC is expecting to see some small differences in the number of international undergraduate students that we can admit, rather than large scale decreases.
- Workday Student Launch 2 is occurring next week. Students get access on March 11.



**7. POLICY CHANGE PROPOSAL: APPLICATION/ADMISSIONS STANDARD FOR GRADUATE CERTIFICATES AND GRADUATE DIPLOMAS – M. Hunt**

- Calendar change: Establish sections in the Calendar (G+PS section) that state minimum application requirements and admissions criteria for Graduate Certificates and Graduate Diplomas.

Approved by general consensus	}	<i>That the policy change proposal be approved.</i>
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*Carried.*

**8. POLICY CHANGE PROPOSAL: PROGRAM OF STUDY POLICIES FOR GRADUATE CERTIFICATES AND GRADUATE DIPLOMAS – M. Hunt**

- Calendar change: Establish sections in the Calendar (G+PS section) for policies related to program of study for Graduate Certificates and Graduate Diplomas.
- There were questions regarding the exceptions noted for master's degree students who are in programs that charge tuition on a per credit basis and are delivered entirely online; it is unclear why the program of study timelines noted are not relevant to this specific group.
- This proposal is not being approved today because it needs further review; it will be brought to the next meeting.

**9. POLICY CHANGE PROPOSAL: LEAVE OF ABSENCE POLICIES FOR GRADUATE CERTIFICATES AND GRADUATE DIPLOMAS – M. Hunt**

- Calendar change: Create an exemption to Senate Policy V-302: Graduate Student Leaves of Absence for Graduate Diploma and Certificate students.
- Similar to the Program of Study proposal, there were questions as to why certain programs, including graduate certificates and diplomas, are excluded from this policy – are LOAs not relevant to these students, or are they not permitted to take LOAs? There were concerns that some students may require legitimate leaves to pause their progression clock as there may be impacts on the maximum time permitted in the program otherwise.
- This policy's wording will be contingent on the previous policy discussed.

**10. DISCUSSION: DEGREE PARCHMENT TEXT**

- M. Hunt asked how much standardization is needed/wanted on degree parchments? For example, field of study is shown for some programs, but not others.
- J. Fletcher noted that the goal is to streamline the printing of parchment in Enrolment Services and to ensure consistency across our offerings.
- M. Hunt asked if there would be a disadvantage of adding field of study across all programs.
- L. Sly suggested that maybe some sub-specializations were not originally approved at the Ministry level and may predate the current parchment; this means field of study would not have been able to be listed.
- H. Cote noted that it would be helpful to have field of study listed, especially for people with multiple degrees.
- M. Hunt stated he will look into barriers of standardization.

**11. DISCUSSION: ELIGIBILITY FOR GRADUATE STUDENT SUPERVISION AND COMMITTEE MEMBERSHIP**

- M. Hunt stated that there are some issues with the current calendar entry related to supervision of graduate students in thesis-based programs. The membership section is misplaced, combined with other sections, and lacks key details such as expectations and roles of committees, committee composition, review and removal of privileges, and the explicit need for a supervisor and committee.



- M. Hunt reviewed the supervision eligibility requirements, and discussed with Faculty members how the current Vancouver policy does not reflect actual practice.
- M. Hunt explained that UBCO's Policy O-9 has multiple levels of supervisory, co-supervisory, and committee membership eligibility. This policy also details exceptions.
- P. Shipley noted that there are rarely exceptions made.
- B. Goold suggested that there needs to be examples or guiding principles for exceptions. L. Sly agreed.
- M. Hunt stated they are looking at revisiting the policy and revamping documentation specifically on the Faculty website that relates to supervision.
- There was further discussion and agreement on removing the text about sole supervision, adding an exception statement, adding text on outside-UBC qualified individuals, adding text on removal and review, adding text on research associates and PDFs, and differentiating between "other Faculty." The discussion also focused heavily on protection and support for students.
- M. Hunt stated this will continue to be discussed in further months.

## **12. OTHER BUSINESS**

None.

## **13. ADJOURNMENT**

There being no other business, the meeting was adjourned at 1:56 pm.