



**Graduate Studies Committee (GSC) Annual Report for Senate**

2023-2024 Academic Year

In the 2023-2024 Academic Year the Graduate Studies Committee was chaired by the Acting Dean of Graduate Studies Dr. Manish Pandey.

**Committee Membership**

The GSC includes representation from all graduate programs and representatives from departments that do not administer graduate programs at present:

<b>Faculty</b>	<b>Name</b>	<b>Term</b>
Acting Dean of Graduate Studies – Chair	Manish Pandey	Ex Officio
Applied Computer Science and Society, GPC	Sheela Ramanna	2024
Applied Economics, GPC Chair	Stefan Dodds	2024
Criminal Justice, GPC Chair	Michelle Bertrand	2025
Cultural Studies, GPC Chair	Bruno Cornellier	2024
Environmental and Social Change, GPC Chair	Matt Dyce (until January 2024) Nora Casson (since January 2024)	2025
Bioscience, Technology and Public Policy, GPC Chair	Craig Willis	2024
Indigenous Governance, GPC Chair	Mark Ruml	2024
History*, GPC Chair	Ryan Eyford	2025
Masters in Development Practice, GPC Chair	No current Program Director. Designate: Tamara Dionne Stout	Ex Officio
Masters in Management, GPC Chair	Sylvie Albert	2024
Public Administration*, GPC Chair	Malcolm Bird	2024
Religious Studies*, Theological Studies, GPC	Carlos Colorado	2024
Peace and Conflict Studies*, GPC Chair	Saad Khan	2025
Marriage and Family Therapy, GPC Chair	Narumi Taniguchi	Ex Officio
Physics, Faculty member	Jeff Martin	2025
Kinesiology and Applied Health, Faculty member	Danielle Defries	2024
Education, Faculty member	Derek Stovin	2024
Graduate student appointed by the UWSA	Dhruv Gupta	2024

*\*Joint Master Program (JMP) with University of Manitoba*

### **Work of the Committee**

In 2023-2024, the GSC convened for meetings on Zoom in every month but July 2023, August 2023, and March 2024. The December 2023 meeting was held in hybrid format. The GSC continued its work of reviewing and approving policies and guidelines, program proposals, curriculum proposals, external examiners for thesis examinations, appeals for students for variances in their terms of study, and nominations for the Graduate Student of Highest Distinction Awards. The GSC also gathered news about programs, conveyed information about opportunities and events to their students, grad program committees, and instructors, and advised the Acting Dean of Graduate Studies on matters pertaining to UWinnipeg graduate programs.

### **Work of the Subcommittees**

The following standing subcommittees continue to address recurrent issues. These subcommittees are:

#### **1. Appeals Subcommittee – chaired by Malcolm Bird**

This subcommittee considers student requests for leaves of absence or extensions of time limits to complete programs. Between April 19, 2023 and March 27, 2024, the subcommittee reviewed and approved 14 appeals: 6 for an extension of program limit, 3 for retroactive leave of absence, and 5 for leaves of absence.

#### **2. Curriculum Subcommittee – chaired by Danielle Defries**

This subcommittee reviews new course, course revision, and course deletion proposals. Curriculum business reviewed by the subcommittee and brought to GSC in 2023-2024 included:

- Change of the MA Cultural Studies program code from GENG (graduate English) to GCS (graduate Cultural Studies).
- Proposals for course revisions and deletions, Cultural Studies.
- Proposal to rename the *Professional/Course-based stream* in the MA Criminal Justice program the *Course and Knowledge Synthesis Project stream*, and to rename the course *GCI-7801 Research Project, GCI-7801 Knowledge Synthesis Project*.

#### **3. External Examiner Subcommittee – chaired by Craig Willis**

This subcommittee reviews the CVs of external examiners proposed by graduate programs for thesis and practicum examinations. They approve examiners on behalf of the Dean and report to GSC their approved examiners for information. 20 external examiners were approved between May 2023 and April 2024. Their affiliations include the Universities of Manitoba, Queens, Montreal, New Brunswick, Waterloo, and Brandon, and the Ontario Ministry of Natural Resources and Forestry.

#### **4. Policy Subcommittee – chaired by Manish Pandey**

This subcommittee reviews the existing Faculty of Graduate Studies Policies and Guidelines document every three years, and addresses current issues and concerns regarding Graduate Studies policies. The Subcommittee met monthly from January – April 2024 to revise the Policies and Guidelines, to be presented to Senate for approval in Fall 2024. In March 2024 the subcommittee proposed an addition to the Graduate Studies Calendar which outlines the process of appointing and replacing thesis supervisors. They reviewed thesis examination procedures and a new draft of the thesis handbook.

#### **5. Higher Education Teaching Certificate (HETC) Academic Oversight Committee**

Due to low demand, the HETC program was not offered in 2023-2024. The HETC subcommittee was not active.

**Additionally, the GSC:**

- Participated in the Meet & Greet and Award reception September 27, 2023 and the Graduate Studies Convocation Luncheon October 13, 2023.
- Carried news of events and programs to their students and faculties, such as the 3-Minute Thesis Competition, the Indigenous Summer Scholars Program, and Award deadlines.
- Advised the Dean of Graduate Studies on issues pertaining to:
  - o Workshops for graduate students.
  - o The use of ChatGPT.
  - o Academic Integrity.
  - o Voluntary and Involuntary Withdrawal of students.
  - o Procedures for the Appointment of Thesis Supervisors.
  - o Assessment criteria for Thesis Exam grading.
  - o Continuance Terms.
  - o Revisions to the Recruit application system.
  - o Terms of employment for Teaching Assistants (TA-ships)
  - o Guidelines and procedures for appointment of Graduate Program Committee Chairs.

May 14, 2024