

Minutes of Graduate Education Committee Meeting
Tuesday, December 4, 2018
11:00 a.m.
Room 1210

Present: R. Macgregor (Chair), R. Bendayan, S. Cadarette, C. De Angelis, L. Dolovich, L. Dupuis, L. McCarthy, M. Saikali, T. Freedman, B. Sproule, A. Thompson, P. Wells, G. Zheng

Regrets: C. Allen, E Paradis, J Kohler, Sandy P, L. Kotra, L. Singh, M. Piquette-Miller, Shana Kelley.

1. Review of Minutes from Oct 18, 2018 meeting

There were no changes suggested to the meeting minutes from Oct 18, 2018.

2. Items for Approval

a) Faculty Appointments; currently the process is understood as being that Faculty members when entering our Faculty are given associate appointments in order to supervise Master's students and then once a student graduates they get full appointments. However, at the moment, the process is not followed in the same sequence and therefore the process needs to be simplified and unified.

MOVED: R. Macgregor; **SECONDED:** TBC

CARRIED

3. Items for Information

a) Student Exchanges with universities abroad

The Student Mobility Agreement with Ritsumeikan University (Kyoto, Japan) is being finalized. It is a five-year, renewable agreement under which two students from the LDFP and two students from the Pharmaceutical Sciences program at Ritsumeikan University will be exchanged each year. The period of the exchange is envisioned to be four to six months, i.e. enough time for the students to participate in a small research project. Within the Faculty and the Graduate Department there is not much funding available for our students to participate. However, the UofT is becoming more supportive of these international exchange initiatives and our students will need to apply for financial support through these programs. Currently, we are working on an agreement with the Pharmacy program at the University of Freiberg (Germany).

b) MSc PHM

Beth Sproule and Lee Dupuis have scheduled an open house to attract and inform students who are potentially interested in the new master's in science in Pharmacy program. The event will take place on January 9, 2019. There will also be a separate Faculty event in December.

c) UTQAP

There has been no feedback to date.

d) Modules for Biomolecular Pharmaceutics Division

The current discussion among in the Biopharmaceutical Sciences field involves a course that would consist of several topical modules. Each of the modules would be 10 lectures, and would be a requirement for all MSc students, in addition to the 1.0 FCE. For PhD students this would be included in their 3.0 FCE requirement,

so it would not add to the total number of courses for PhD students but would add to course load of MSc students.

- e) Graduate Office hours. The Graduate Office will be closed at specific times every day so that staff can work without constant interruptions.
- f) Rob will be away on sabbatical from Jan 1st 2019 to July 1st 2019. During that period Micheline Piquette-Miller will be the acting director.

Meeting adjourned: 12:55 p.m.