

**Minutes of Graduate Education Program Committee Meeting**  
**Tuesday, November 5, 2013**  
**9:30 am – 11:30 am**  
**Room 1210**

**Present:** Christine Allen (Chair), Stephane Angers, Reina Bendayan, Dean Heather Boon, Suzanne Cadarette , Tammy Chan, Tigran Chalikian Denis Grant, Jeff Henderson, Shana Kelly, Ping Lee, Linda MacKeigan, Peter O’Brien, Sandy Pang, Manny Papadimitropulos, Peter Pennefather, Micheline Piquette-Miller Raymond Reilly, Andrew Sage, Beth Sproule, Jack Uetrecht, Sandra Walker, James Wells, Peter Wells,

**Scribe:** Patrice Lee

**Regrets:** Lakshmi Kotra, Shirley Wu.

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**1. a) Approval of Minutes from April 29, 2013 meeting**

There were no comments or changes regarding the previous meeting’s minutes.

**MOVED:** Dr. J. Henderson; **SECONDED:** Dr. S. Pang; **THAT** the minutes be approved.

**CARRIED**

**2. Business Arising from Minutes**

Business arising from the April 29, 2013 meeting was discussed in the agenda items below under Other Business.

**3. Items for Information or Discussion**

**a) Report from the Appointments Committee**

The Appointment Committee reviewed the following applications:

- Manny Papadimitropulos’s Associate Graduate reappointment was approved.
- Associate graduate appointments for Don Weaver and Tara Gomez were approved.
- Gabrielle van der Velde was granted a restricted appointment to participate on a specific student advisory committee.
- Carlo DeAngelis was invited to present a seminar (as a next step in the graduate appointment process)
- John Pierre Roti’s restricted appointment is pending.

**Follow up:** Dr. C. Allen will send an email to Division Directors recommending that they consider providing annual feedback to cross-appointed faculty.

**b) Report from the Awards Committee**

The Committee reported a new Award secured by David White in the amount of \$50,000 for Ph.D. students. The Provost’s Office will match the award for a total endowment of \$100,000; the award will be named in honor of Edward Simmons a graduate of the Ontario School of Pharmacy.

The award is restricted to domestic or international Ph.D. students'. Students are to be within the funded cohort and if outside of the funded cohort must demonstrate financial need. This award will be adjudicated as an internal award with the first payment in 2014.

MOVED: Dr. S. Angers; **SECONDED**: Dr. R. Bendayan; **THAT** the new Edward Simmons Ph.D. award be approved.

**CARRIED**

The Canada Graduate Scholarships (CGS) program – NSERC, CIHR and SSHRC are working in harmonizing the CGS programs at the master's and doctoral levels. They are streamlining the application and review processes for students and administrators. Their aim is to have common evaluation criteria, common review mechanisms, common post-award policies and regulations for the master's and doctoral levels.

Applications at the master's level (CGS M) will no longer be forwarded to Ottawa for competition at the national level. Instead, an SGS Awards Committee will be responsible for adjudicating the final NSERC, CIHR and SSHRC awards. If successful, students must accept and hold the award at the institution that makes the offer. The awards are no longer portable. The internal deadline for the master's CGS awards was on Monday November 4, 2013.

The following applications were submitted to SGS:

- 3 Doctoral level awards
- 2 nominated candidates for the Vanier Canada Graduate Scholarship
- 2 nominated candidates for the Banting Postdoctoral Fellowship

**c) Funding for international graduate students**

Dr. S. Pang discussed the need for increasing the departmental funding available for international students. Currently international and domestic students are receiving the same supplement although the tuition fees for international students are higher. Faculty members suggested that the new Edward Simmons award could be set aside and given to international students as well as seeking alliance with several countries to offset some of the cost. There are limited external scholarships that are open to international students and they are very competitive as funding is limited.

Follow up: The Graduate Department will table this issue at the next Awards Committee meeting. The Graduate department will work with the PSGSA president to organize a funding information session.

**d) Dean's Funding Award**

Dr. C. Allen reported that \$70,000 was disbursed in the first round of the competition. The second call for applications will be circulated to faculty members; individuals who were awarded in the first round will be requested to sit on a subcommittee to review the applications. The graduate department is working on creating guidelines for this program. The Graduate Department will be

following up with faculty members to ensure that students funded through the Dean's Fund are actively applying for scholarships.

**e) UTQAP**

Dean Boon held a faculty staff meeting on September 20, 2013 to solicit input on the self-study for the faculty. External Reviewers will be at the faculty the week of November 13, 2013.

**f) GRIP 2014**

Dr. S. Angers reported that the GRIP 2014 committee met in October to start preliminary planning of the event scheduled for Monday June 16, 2014. The committee is working on selecting a plenary speaker as well as reviewing the day's format. The next meeting is scheduled for November 21, 2013.

**g) Information Session**

An information session for potential graduate students is scheduled for November 7, 2013. This one hour presentation will include talks from each Pharmaceutical Science division head as well as a presentation on the Undergraduate Summer Research Program. Students will have an opportunity to ask questions about graduate studies in the department.

**4. Other Business**

Tuition payments for students during industrial internships.

A number of students on GSK internships are requesting to change their status to flex or part-time in order to reduce their tuition payments during the internship. The graduate department will seek information from SGS and put forward guidelines for tuition payments during internships to this committee.

**Meeting adjourned: 11:25 am**