

ACADEMIC COUNCIL
GRADUATE STUDIES COMMITTEE (GSC)

**Minutes of the Public Session of the May 26, 2026 Meeting
via Videoconference
9:02 a.m. - 10:04 a.m.**

Graduate Studies Committee Agenda & Materials 2025-2026

Present:

Pejman Mirza-Babaei, Chair	Shahram Heydari Mehdi Hossein-Nejad	Diana Petrarca Ghaus Rizvi
Akramul Azim	Dima Jawad	Andrea Slane
Carla Cesaroni	Karolina Krystyniak	Akira Tokuhiko
Krystina Clarke	Xianke Lin	Lennaert van Veen
Nicola Crow	Holly MacPherson	Nick Wattie
Catherine Davidson	Olga Marques	Ken Wilson
Jennifer Abbass Dick	Kimberley McCartney	Adam Wingate
Franco Gaspari	Thomas McMorow	

Regrets:

JoAnne Arcand	Sayyed Ali Hosseini	Carolyn McGregor
Dario Bonetta	Les Jacobs	Scott Nokleby
Amanda Cooper	Hossam Kishawy (on leave)	Carol Rodgers
Leigh Harkins	Lori Livingston	Faisal Qureshi

Staff and Guests:

Sandra Grouette (Secretary)

1. Call to Order and Land Acknowledgement

The Chair called the Public Session of the Graduate Studies Committee (GSC) Meeting to order at 9:02 a.m. and D. Petrarca provided their personal Land Acknowledgement.

2. Approval of Agenda

Upon a motion duly made by S. Heydari and seconded by D. Jawad, the GSC Agenda was approved as presented, including approving and receiving the Consent Agenda and its contents.

3. Chair's Remarks

The Chair announced the appointment of Dr. Adam Dubrowski as Associate Dean, Graduate Academic Affairs, and provided an overview of the School of Graduate & Postdoctoral Studies (SGPS) Associate Dean portfolio structure supporting graduate academic affairs, program development, and graduate and postdoctoral engagement activities. He also shared student and

institutional achievements, including a third-place finish at the provincial Three Minute Thesis (3MT®) competition and the successful allocation of provincial doctoral and postdoctoral award quotas. The Chair thanked faculty, Committee Members, and staff for their ongoing support and contributions.

With respect to the changes in the SGPS Associate Dean responsibilities, the Chair clarified that the previous faculty-based model had been replaced with portfolio-based roles to improve consistency across the University and strengthen strategic leadership in key areas such as graduate programs, academic affairs, and engagement.

4. Academic Policy Instruments

4.1 Institutional Quality Assurance Process (IQAP) Policy and Procedures* (M)

The Chair provided background on the proposed revisions to the Procedures, noting that feedback on the revisions and questions raised at the previous meeting, through the Undergraduate Studies Committee (USC), and by advance written submission had been addressed within the extensive supporting materials prepared by CIQE, along with any applicable changes to the Procedures. The Chair advised that at its May Meeting, USC approved the revisions and the revised Procedures were now presented to GSC for final consideration and approval.

K. McCartney clarified, in response to questions, that special topics courses that are delivered as part of a degree or diploma program, regardless of content, require the same Faculty oversight and curriculum approval as other degree and diploma courses. She also noted that Final Assessment Reports are prepared using documentation previously approved through Faculty Council processes and reviewed through institutional governance pathways.

Upon a motion duly made by C. Cesaroni and seconded by D. Jawad, that the Graduate Studies Committee hereby approves the updated IQAP Curriculum Change Procedures, Cyclical Review and Auditing Procedures, and New Program Procedures.

4.2 Registration and Course Selection Policy Amendments* (M)

A. Wingate explained that the proposed revisions were to incorporate graduate students into the existing policy for late withdrawal process to ensure equitable treatment across student populations. The changes would update the current graduate-specific tuition and late withdrawal appeal form with the University's established consideration for late withdrawal process.

A. Wingate also clarified that graduate course drop-deadlines remain unchanged and earlier than undergraduate deadlines. He further advised that late withdrawals under the proposed framework would apply only in exceptional circumstances, such as medical or compassionate grounds, through a formal review process.

Upon a motion duly made by C. Cesaroni and seconded by F. Gaspari, that GSC hereby recommends to Academic Council the approval of the revised Registration and Course Selection Policy for approval by Academic Council.

5. Cyclical Program Review (Approval)

5.1 18-Month Follow-up Report: Master of Information Technology Security* (M)

K. McCartney noted that many action items had either been completed or remained ongoing as part of continuous program improvement efforts. She highlighted positive progress in implementing review recommendations.

Upon a motion duly made by A. Slane and seconded by J. Abbass Dick, that GSC hereby approves the 18-Month Follow-Up Report from the Master of Information Technology Security Cyclical Program Review, as presented.

6. Major Program Modifications (Recommendation)

6.1 Faculty of Engineering and Applied Science: Master of Engineering Management* (M)

With D. Jawad initially unable to present this agenda item, K. McCartney shared that the proposed change creates multi-modal delivery options for the program, enabling students to complete courses through online, hybrid, or in-person formats. The change is intended to improve accessibility, flexibility, and enrollment opportunities while leveraging the Faculty's existing experience in delivering hybrid courses.

D. Jawad clarified that at this time the program will be a single cohort model, with students able to participate through online or in-person delivery options.

Upon a motion duly made by J. Abbass Dick and seconded by S. Heydari, that GSC hereby recommends to Academic Council the approval of the Major Program Modification to the Master of Engineering Management program to expand mode of delivery for the program to include a hybrid and online option in addition to existing in-person option.

6.2 Faculty of Health Sciences: Master of Health Sciences* (M)

N. Wattie reported that the proposal establishes a new Medical Laboratory Sciences field within the existing Master of Health Sciences program. He advised the initiative builds on the University's undergraduate leadership in the discipline and is intended to address growing national demand while expanding elective offerings and future graduate-level specialization opportunities within the Faculty of Health Sciences.

Upon a motion duly made by J. Abbass Dick and seconded by A. Slane, that GSC hereby recommends to Academic Council the approval of the Major Program Modification to the Master of Health Sciences program to establish a new Field in Medical Laboratory Science and to add new elective offerings to the program.

6.3 Faculty of Health Sciences: Master of Science in Nursing* (M)

J. Abbass Dick shared that following the dissolution of the partnership with Trent University, the proposed changes intend to better align the program with the Master of Health Sciences

framework as well as evolving student and faculty needs. She advised that updates include course revisions, adjustments to admissions processes, increased enrollment capacity, and expanded elective offerings.

Upon a motion duly made by A. Slane and seconded by N. Wattie, that GSC hereby recommends to Academic Council the approval of the Major Program Modification to the Master of Science in Nursing program to update program curriculum and requirements prompted by the dissolution of the partnership with Trent University through which the program was previously offered.

7. Minor Program Adjustment (Approval)

7.1 Faculty of Health Sciences: PhD in Health Sciences* (M)

N. Wattie advised that the revisions are minor housekeeping items due to the previously approved changes to the Master of Science in Nursing and Master of Health Sciences programs. The updates primarily involve adjustments to elective and course offerings, with no substantial changes to the PhD program itself.

Upon a motion duly made by A. Slane and seconded by J. Abbass Dick, that GSC hereby approves the Minor Program Adjustment to PhD in Health Sciences to update elective offerings.

8. New Graduate Scholarships, Awards, and Fellowships * (M)

M. Hossein-Nejad stepped in as Chair, as P. Mirza-Babaei presented a proposal to enhance graduate student support through the introduction of new awards, fellowships, and scholarships. Developed through consultation with faculty and University leadership, he advised the initiative is intended to modernize SGPS funding opportunities, strengthen support for students, and align scholarship offerings with the university's strategic priorities and commitment to innovation and community impact.

Members discussed implementation considerations for the proposed awards and scholarships, including adjudication processes, communication timelines, distribution across faculties, and support for international and in-program graduate students with the Committee overall applauding these new opportunities. P. Mirza-Babaei clarified that SGPS is working with faculties and graduate finance teams to develop operational details and updated funding terms and conditions. It was further explained that the scholarships are intended to support student recruitment, engagement, and funding continuity, including assistance in exceptional circumstances such as temporary funding gaps or limited faculty resources. The importance of equitable allocation processes and timely communication of financial support were also noted.

Upon a motion duly made by S. Heydari and seconded by F. Gaspari, that GSC hereby approves the establishment of the following new graduate awards, fellowship and scholarships:

- *Provost's Graduate Entrance Scholarship*
- *International Scholar-at-Risk Graduate Scholarship*
- *Public Scholar Graduate Fellowship*
- *Graduate Career Enhancement Award*

- *Graduate In-Program Scholarship*
- *Graduate Professional Development Award*
- *Dean's Scholarship*

P. Mirza-Babaei resumed as Chair.

9. Consent Agenda* (M)

The Chair confirmed that the contents of the Consent Agenda were approved and received under Agenda Item # 2.

9.1 Public Minutes of the April 28, 2026 Meeting* (M)

9.2 Removal of Minimum Program Tuition Fee* (I)

9.3 Memoranda: (I)

[Gdip - Railway Engineering - Course Proposals](#)

9.4 Minor Curricular Changes: (I)

Course Change:

[ENGR 5427G](#)

9.5 Associate Graduate Faculty (I)

- Education, Adam Cole, Faculty of Health Sciences
- Health Sciences, Elizabeth Peter, Faculty of Health Sciences
- Materials Science, Sanela Martic, Faculty of Science
- Nursing, Crystal Garvey, Faculty of Health Sciences
- Nursing, Michele McIntosh, Faculty of Health Sciences
- Nursing, Leslie Malloy-Weir, Faculty of Health Sciences
- Nursing, Rachel Elliott, Faculty of Health Sciences

Graduate Faculty (I)

- Education, Sharon Lauricella, Faculty of Social Science and Humanities

10. Termination

There being no other business, and upon a motion to terminate by C. Cesaroni, the GSC Meeting terminated at 10:04 a.m.

Sandra Grouette, Assistant University Secretary