**UNIVERSITY OF ONTARIO INSTITUTE OF TECHNOLOGY**

**GRADUATE STUDIES COMMITTEE**

*Report to Academic Council*
at its meeting of January 22, 2019

**FOR ACTION**

1. **Graduate Academic Calendar Regulations – New**

   The Graduate Studies Committee recommends:

   *That Academic Council approve the new regulations as proposed in the attached documentation.*

a) **Academic accommodations for students with disabilities**

   **Rationale:** Academic accommodation for graduate students with disabilities is not currently referenced in the Graduate Academic Calendar. In order to provide information and be consistent with the undergraduate calendar, we are proposing adding a section under Registration policies and regulations.

b) **Conflict of interest in supervision**

   **Rationale:** The question regarding Conflict of Interest (COI) in supervision arose. Research shows that most regulations provide a brief overview and refer to the university's policies on COI in Research. We reviewed the university's policy and felt it important to reference it within the Graduate Academic Calendar for information within the "Student Supervision" section (below student-research supervisor conflicts).

2. **Graduate Academic Calendar Regulation - Amendments**

   The Graduate Studies Committee recommends:

   *That Academic Council approve the amendments as proposed in the attached documentation.*

a) **Appeal of unsatisfactory research progress evaluation**

   **Rationale:** To clarify that faculty members participating in an appeal of unsatisfactory research progress evaluation must have a graduate faculty appointment.

b) **Student supervision**

   **Rationale:** To clarify that a faculty member must have a graduate faculty appointment with supervisory or supervisory committee privileges in the student's program order to supervise a graduate student. To clean up language around appointment of research supervisors.

c) **Supervisory committee**

**Rationale:** To clarify that a faculty member must have a graduate faculty appointment with supervisory or supervisory committee privileges in the student's program order to serve on a graduate student's supervisory committee. To add the category of non-voting advisor to the composition of the supervisory committee to allow for an individual without a graduate appointment to formally provide discipline-specific expertise to the supervisory committee.

d) **Grade appeals**

**Rationale:** To clarify that faculty members participating in a graduate student grade appeal must have a graduate faculty appointment. To also clarify that it is the course instructor that may be invited to meet with the appeals panel.

e) **PhD candidacy examinations**

**Rationale:**  To clarify that the university faculty member must have a graduate faculty appointment to serve as an external examiner on a graduate student's PhD candidacy exam. To update the language from the use of "UOIT" to "the university" as outlined in the Editorial Style Guide.

f) **External and university examiners**

**Rationale:** To clarify that the university faculty member must have a graduate faculty appointment to serve as a graduate student's master's thesis examiner or doctoral university examiner. To update the language from the use of "UOIT" to "the university" as outlined in the Editorial Style Guide. To reflect a change in wording where the master's examiner should not have been an examiner for another master's student with the same supervisor within the same academic year.

At the November Graduate Studies Committee meeting, an amendment was made where the Master's External Examiner was re-named Master's Thesis Examiner. To reflect the approved amendment, the included regulations also need to be modified to the new terminology. As this change is editorial in nature, we are presenting this as a package.

3. **Graduate External Scholarship Selection Working Group Interim Report**

The Graduate Studies Committee recommends:

*That Academic Council approve the recommendations as proposed in the interim report.*

**Rationale:** In 2018, the working group was assembled to review the internal selection process for a number of external scholarships, particularly the Ontario Graduate Scholarship (OGS) selection process. The current process for selection was put into place in 2011 and has proven volume intensive as the number of scholarship applications has increased. With the OGS eligibility spanning multiple programs and disciplines, the University Selection Committee (USC) recommended finding a more efficient and effective way to review and make decisions on application files. There were a number of solutions and recommendations discussed, however, the committee recognized that it is important to choose a few key recommendations to put forward and execute on a trial basis. The committee will revisit the changes and discuss other process improvements following the completion of this year's OGS selection process.