

**FACULTY OF GRADUATE STUDIES AND RESEARCH
GRADUATE STUDIES COMMITTEE MEETING**

Minutes from the meeting held
January 26, 2010

Present: Dr. J. K. Vessey (Chair), Dr. T. Stretton, Dr. A O'Malley, Dr. A. Mills, Dr. D. Crocker, Dr. M. Byers, Dr. M. Fleming, Dr. C. MacDonald, Dr. M. Raymond, Dr. L. Haiven

Regrets: Dr. F. Boabang

In attendance: Ms. H. Taylor, Ms. S. Murphy, Mr. S. Costantino

Approval of the Minutes

01.26.10.1 The Committee received the unconfirmed minutes from the meeting held February 4, 2009.

The minutes were unanimously approved as distributed.

Matters Arising on the Minutes

01.26.10.2a **CAGS Guiding Principles on Graduate Student Supervision**

At the last meeting of Faculty Council the CAGS guiding principles were endorsed. As of last year they have been added to the handbook and the policy/procedure section of the website.

01.26.10.2b **Graduate Academic Regulation 4a.**

At the February meeting, the Chair asked that the Program Coordinators determine what changes will be needed for the next graduate calendar pertaining to the number of credits that can be given for advanced standing. This time they were asked if 20% works, and that it should be defined in credit hours for courses not credit hours for the program.

New Business

01.26.10.3a **Information Literacy Services**

Collette from the Patrick Power Library was invited to give a presentation to the Graduate Studies Committee. She reminded those in attendance of the services offer to students and that the library is in the process of developing a guide specifically for graduate students. The library is able to provide an orientation session to any program that is interested.

01.26.10.3b **Thesis Handling – External Examiners**

We should have consistency between programs on whether or not the External Examiner Report should be shared with the student prior to their defense.

01.26.10.3c **Graduate Student Services.**

Saint Mary's University had participated in the 2008 National Survey of Student Engagement (NSSE)

and based on the results there is room for improvement. The committee discussed ways to improve the Supportive Campus Environment (SCE) for students. Some of the suggestions were to streamline the process for students, improving institutional space for some programs, to look for opportunities within MA programs for collaboration, and to include a letter with the admission package that would help better orient students upon their arrival.

Other Business

There was no other business to present.

01.26.10.4