

**MINUTES OF THE THIRD MEETING OF  
THE COUNCIL OF THE SCHOOL OF GRADUATE STUDIES  
OPEN SESSION**

**May 20, 2021 at 10:00 am via Zoom**

PRESENT

Ex-officio members: E. Diamantoudi (Chair), D. Lafrance (Secretary).

Voting members: M. Aubin, A. Basyouni, R. Berger, K. Boies, S. Chauhan, A. Dolatabadi, G. Dover, Y.-G. Guéhéneuc, D. Howes, E. Lagou, L. Letourneau, B. Nelson, P. Pawelek, T. Roy, F. Scala, D. Secko, E. Shihab, A. Sinner, A. Soliman, L. Switzer, MJ Thompson.

Non-Voting members: S. De Celles.

Guests: D. Horqqe, G. Silveira.

REGRETS

Voting members: D. Bowen, L. Sotelo-Castro, M. Frank, S. Han, R. Waldie.

Non-Voting members: W. Cheaib, S. Gabriele, J. Powlowski.

1. Call to Order

The meeting was called to order at 10:00 am.

2. Approval of the Amended Agenda

Moved and seconded (B. Nelson, E. Lagou). Carried.

3. Approval of the Minutes of the Open Meeting of December 12, 2020

Moved and seconded (B. Nelson, G. Dover). Carried.

4. Chair's Remarks

The Chair informed Council members of a series of personnel changes at the School of Graduate Studies, namely that Dr Medraj Mamoun would be taking on the portfolio of

Associate Dean, Recruitment and Awards, Ms Joanne Beaudoin had retired after 23 years of dedication at the School, Mr Donald Lafrance had been promoted to Director of the School, Dr Brad Nelson would be returning to his Department having diligently served for three terms in various Associate Dean capacities, and Dr Rachel Berger would be taking the reins of the Associate Dean, Academic Programs and Development portfolio.

5. Question Period

There were no questions.

### **Consent Agenda**

6. Proposed Graduate Calendar changes

6.1 Microprogram changes

CSGS 2021 3 D1

Moved and seconded (B. Nelson, E. Lagou). Carried.

### **Presentation**

7. Scientific Venture Program

Gisleine Silveira, Global and Strategic Partnerships, District 3

Ms Silveira provided a summary of the particularities of the Scientific Venture Program which aims to assist PhDs in moving from a research environment to entrepreneurship. The program offers PhDs financial support, mentorship and a variety of resources to enable them to transition to a career in industry.

8. Urkund: A new text-matching tool to promote academic integrity in graduate student thesis writing

Peter Pawelek, Associate Dean, Student Affairs and Postdoctoral Studies

Dr Pawelek presented Council members with an overview of the functionality and purpose of Urkund as well as some key differences between it and various other similar tools. In addition to displaying a sample Urkund similarity report, Dr Pawelek invited interested parties to contact the Thesis Office to obtain a user account.

### **Information**

9. Honoraria

Peter Pawelek, Associate Dean, Student Affairs and Postdoctoral Studies

Dr Pawelek briefed Council on the School's revision to the honorarium procedure for external examiners. Following discussions at a previous CSGS meeting, it was clear that the community wished to maintain the practice of offering an honorarium.

In light of this, the School will continue to provide an honorarium at the reduced rate of \$100. External examiners will now be able to donate their honorarium to the School of Graduate Studies Personnel Award sponsored by the SGS staff.

10. Awards Update  
Mamoun Medraj, Associate Dean, Recruitment and Awards

With initial offers coming in, Dr Medraj brought Council members up-to-date on our current Tri-Council and Fonds de recherche du Québec funding status. In addition to our securing a Vanier Canada Graduate Scholarship, current trends suggested an overall improvement at both the provincial and federal levels.

11. Adjournment

Moved and seconded (F. Scala, E. Lagou). Carried.

**Other**            Next meeting: Fall 2021

Respectfully submitted,

Michael Jordan  
Recording Secretary  
Council of the School of Graduate Studies



**SCHOOL OF GRADUATE STUDIES**

**Council of the School of Graduate Studies  
Steering Nominations 2021-2022**

**ELECTED FACULTY MEMBERS**

**Arts & Science**

Howes, David                      Professor, Sociology & Anthropology

**Fine Arts**

Bowen, Deanna                      Assistant Professor, Studio Arts

**Gina Cody School of Engineering & Computer Science**

Guéhéneuc, Yann-Gaël              Professor, Computer Science & Software Engineering

**John Molson School of Business**

Switzer, Lorne                      Professor, Finance

**GRADUATE STUDENT REPRESENTATIVE**

Clark, Kailee                      Department of Education



**SCHOOL OF GRADUATE STUDIES**

**Faculty Tribunal Pool Members**

\*to be ratified at CSGS October 7, 2021

Ivan Contreras  
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 Mech., Industrial and Aerospace  
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**January 24, 2020 - August 30, 2022**

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**September 1, 2021 - August 31, 2023**

**SCHOOL OF GRADUATE STUDIES**

**Council of the School of Graduate Studies  
Membership 2021-2022**

**EX-OFFICIO MEMBERS**

<b>Name</b>	<b>Title</b>	<b>Appointment ending</b>
Diamantoudi, Faye (Chair)	Interim Dean of Graduate Studies	
Lafrance, Donald (Secretary)	Director, School of Graduate Studies	
Carr, Graham	President & Vice-Chancellor	
Whitelaw, Anne	Provost & Vice-President, Academic Affairs	
Wiercinski, Jared	University Librarian or representative	
Wood-Adams, Paula	Interim Vice-President, Research & Graduate Studies	

**NON-VOTING MEMBERS**

Cheab, William	Assoc. Vice-President, International	
De Celles, Stéphanie	University Registrar	
Gabriele, Sandra	Vice-Provost, Innovation in Teaching & Learning	
Powlowski, Justin	Assoc. Vice-President, Research & Graduate Studies (Strategy & Operations)	

**ASSOCIATE DEANS, SCHOOL OF GRADUATE STUDIES**

Berger, Rachel	Assoc. Dean, Academic Programs & Development	
Medraj, Mamoun	Assoc. Dean, Recruitment & Awards	
Pawelek, Peter	Assoc. Dean, Student Affairs & Postdoctoral Studies	

**ELECTED FACULTY MEMBERS**

**Arts & Science**

Dover, Geoff	Associate Professor, Health, Kinesiology & Applied Physiology	2022
Howes, David	Professor, Sociology & Anthropology	2023
Secko, David	Professor, Journalism	2022

**John Molson School of Business**

Chauhan, Satyaveer	Professor, Decision Sciences & Management Information Systems	2022
Lagou, Eva	ETA and Director CPA Program, Accountancy	2022
Switzer, Lorne	Professor, Finance	2022

**Gina Cody School of Engineering & Computer Science**

Guéhéneuc, Yann-Gaël	Professor, Computer Science & Software Engineering	2022
Han, Sang Hyeok	Assistant Professor, Building, Civil & Environmental Engineering	2023
Soliman, Ahmed	Assistant Professor, Building, Civil & Environmental Engineering	2023

**Fine Arts**

Bowen, Deanna	Assistant Professor, Studio Arts	2023
Sinner, Anita	Associate Professor, Art Education	2022
Steinberg, Marc	Associate Professor, Mel Hoppenheim School of Cinema	2023

**APPOINTED DECANAL REPRESENTATIVES**

Boies, Kathleen	Associate Dean, Research & Research Programs, John Molson School of Business
Scala, Francesca	Associate Dean, Research & Graduate Studies, Faculty of Arts & Science
Shihab, Emad	Associate Dean, Research & Graduate, Gina Cody School of Eng. & Computer Science
Thompson, MJ	Associate Dean, Research & Graduate Studies, Faculty of Fine Arts

**GRADUATE PROGRAM DIRECTOR REPRESENTATIVES**

Gélinas, Yves	Department of Chemistry & Biochemistry	2023
Sussman, Mark	Centre for Interdisciplinary Studies in Society and Culture	2023
Vacant	INDI Director	2023

**GRADUATE STUDENT REPRESENTATIVES**

Clark, Kailee	Department of Education	2022
Richmond, Isabella	Department of Biology	2022
Zaare, Masoumeh	Department of Education	2022

**POSTDOCTORAL FELLOW REPRESENTATIVE**

Bertrand, Stéphanie	Milieux Institute for Arts, Culture and Technology	2022
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## POWERS OF THE COUNCIL OF THE SCHOOL OF GRADUATE STUDIES

The Council of the School of Graduate Studies shall have the power to:

1. establish committees, and delegate any of its responsibilities to committees; receive, consider and act upon the reports of its committees;
2. consider, approve and recommend to Senate:
  - i. the establishment and implementation of any program of graduate studies by any academic unit;
  - ii. the modification or discontinuance of any program of graduate studies by any academic unit;
  - iii. the awarding of graduate degrees;
3. establish university-wide standards and procedures for admission to graduate programs;
4. establish university-wide standards and procedures for graduation from graduate programs;
5. establish university-wide standards and procedures for the evaluation of all graduate work, including theses, reports, projects and comprehensive examinations;
6. establish university-wide standards and policies which ensure that graduate program directors, graduate supervisors, instructors and tutors for graduate courses have the requisite qualifications and experience;
7. establish any other university-wide standards for graduate programs that the Council deems appropriate;
8. establish policies, procedures and mechanisms for:
  - i. promoting interdisciplinary, multidisciplinary or inter-university graduate programs; and
  - ii. managing those graduate programs of an interdisciplinary, multidisciplinary or inter-university dimension, which are under the supervision of the School of Graduate Studies;
9. establish rules and procedures governing requests for exemption from academic regulations. Such rules and procedures take precedence, with respect to graduate students, over similar rules and procedures established by Faculty Councils. The Council and the School shall submit an annual report to Senate on the disposition of exemption requests;
10. establish procedures for the conduct of its own affairs;
11. make recommendations to Senate concerning the following matters:
  - the composition of the Council of the School of Graduate Studies;
  - the establishment of graduate fellowships and bursaries;
  - the establishment of post-doctoral programs;
  - the conduct of periodic academic appraisals of all graduate programs;
  - priorities and directions for the development of graduate studies at Concordia University.



As approved by the Board of Governors on 6 September 1973.  
and amended by the Board of Governors on 20 November 1991 and 16 June 1999.

