EGSS Meeting Minutes

Date: January 22\textsuperscript{nd} 2015  
Time: 1:00pm  
Location: Grad Lounge

Present: Lorraine, Jim, Ian, Yongfei, Jessica Chan, Jessica Rich, Andrea, James, Karen, Glenda, Asia, Cheng  
Regrets: Vita-Marie, CJ, Ulemu, Xiaoqian, Chad  
Guests: None

1. Approval of Minutes from last meeting (November 2014)  
   • The Nominating Committee needs to add info for nominates election  
   • The minutes will be re-approved in the next meeting

2. Approval of Agenda  
   • Approved by Jim; Seconded by Ian

3. Executive Reports  
   President (Lorraine)  
   • Funding application for RBJSE has been reviewed  

   Nominating (Glenda)  
   • None  

   Faculty Board (Yongfei) & Jessica  
   • Next faculty meeting will be on Monday  
   • SGPS is considering changes to the current representation model

   Grad Studies & Research (Vita-Marie & Jim)  
   • Recruitment strategies for graduate students, particularly international students - the need to make the "Queen's brand" visible at conferences, workshops, on-line, etc.  
   • Updates to Grad. Handbook as we move to on-line delivery model (e.g. D2L, forms, etc.)  
   • Updates from the School of Graduate Studies and Research (e.g. events such as the Career Fair, future funding issues, etc.)  
   • Guest speakers (e.g. MITACS - partnership between government, private sector and universities focusing on research and innovation)  
   • Use of Fluid Survey as the standard software for data collection across the university (also discussed at GREB)  
   • Specific requests from students from other faculties to take graduate courses - decided on an individual basis - confidential.  
   • The newly formed On-Line Graduate Programs Steering Committee (of which I am a member) - looking at new GDPI (Graduate Diploma in Professional Inquiry) & PMOE (Professional Masters of Education) - both part time, on-line programs aimed at practicing professionals; Ministry funding of new on-line modules.  
   • New Graduate Academic Caucus (GAC)--a university-wide group that brings together graduate students who sit on Faculty Advisory Committees to discuss current issues. (If someone else wished to take this on)

   Renewal, Tenure, & Promotion (Jessica)  
   • Everything progressing as expected.
Appointments (CJ)
- None

Good and Welfare (James)
- Continue contacting with the committee
- Preparing congratulation cards for graduates

Strategic Planning (Ian)
- Waiting for the announcement for the new chair and next meeting

Website and Communications (Cheng)
- No current updates from the Faculty
- Campus ITS committee will have a meeting soon

Academic Events (Ulemu)
- ScholarShare promotion

Social Events (Asia & Andrea)
- Arrange social events for January and February

International Student (Xiaoqian)
- Multicultural event (need more details)

Treasurer (Karen)
- Encourage more events, both social and academic

Part-Time Student Rep (Chad)
- None

5. Discussion Items
- New BEd programme schedule
  - Yongfei: Peter Chan address the affects that new programme had on graduates.
  - Karen: do they send out a request to say is there anything needed to be added on the agenda?
  - Jessica: probably will have a date.
  - Yongfei: May be after the meeting (Jan 26).

  - SGPS new representation model
    - Jessica: Currently, EGSS has 2 representatives (1 Master and 1 PhD) on the SGPS
    - Yongfei: The proposed changes include a proportion-based model (based on the number of graduate or professional students in a given programme)
    - Jessica: This change has not been viewed positively by current council representatives. We are going to share our opinion in next meeting as we against the change.
    - Chan: programme varies.
    - Karen: it is not accurate if just use the number of students in the programme. As the time that students in a programme varies.
    - James: I am curious does the aboriginal programme get a representative?
    - Jessica: because they are part of the EGSS/ESS, so no.

  - Congratulation cards for graduates
    - James: I have an idea about sending cards to students who complete their defense.
    - Lorraine: Great idea and you can get a list from Celina. Also, you can get financial support from Karen.

- Social media student representatives
• ScholarShare promotion
  o Ian: would it be possible to do a roundtable or other format?
  o Karen: nice idea.
  o Lorraine: it will be a good chance for people to practice before presenting at other academic conferences.
  o James: earlier, the time is terrible as we were working for RBJSE
  o Ian: maybe we can do the promotion again since the submission for RBJSE has completed.
  o Lorraine: I will pass those ideas to Ulemu.

• Social events
  o Glenda: Can we schedule some events at the Isabel Bader Centre?
  o Karen: good idea.
  o Lorraine: Maybe we can arrange this event in March as the weather may not that good.
  o Jessica: we can ask mentors to invite their mentees to join our social events.

• Encourage more events
  o Karen: we are funded for both academic and social events. I encourage us to organize more events for our students.
  o Andrea: Asia and I are planning on a more formal party for graduates.
  o Rich: we would like to organize another writing camp but it is hard to find a room.
  o Chan: for the writing camp, are we able to make it a monthly event?
  o Lorraine: three days maybe too intensive for a monthly meeting.
  o Karen: can we add a position, like writing coordinator, in EGSS?
  o Lorraine: We can discuss this further as a committee. We can add to the agenda for the next meeting.

6. Motions
  • None

7. AOB
  • None

Approval to end the Meeting
  • Approved Jessica; seconded by James