



UNIVERSITY OF SASKATCHEWAN

College of Graduate
and Postdoctoral Studies

GRAD.USASK.CA

116, 110 Science Place
Saskatoon SK S7N 5C9 Canada
Telephone: 306-966-5751
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AGENDA

College of Graduate & Postdoctoral Studies
Graduate Faculty Council Meeting
Thursday, March 27, 2025 | 3:00 – 4:30 pm
ARTS 241

The format of graduate faculty council meetings emphasizes members attending in person.

- Zoom links will only be distributed upon request made to lori.lisitza@usask.ca if you are travelling or working remotely.
 - Voting will be done by a show of hands (in person) and via a digital show of hands for those online.
 - A reminder that if you are representing a program (typically graduate chairs) and cannot attend please send a delegate.
 - Meeting Material: [CGPS Faculty Council - College of Graduate and Postdoctoral Studies - | University of Saskatchewan \(usask.ca\)](https://www.usask.ca/gradstudies/cgpc/)
-

Present:

Chair: Dean Debby Burshtyn
Call to Order
Land Acknowledgement

PRESENTATION

Awarding the Kelly Clement Service Award

DECISION ITEMS

1. Approval of the Agenda

Motion: Faculty Council approves the March 27, 2025, agenda as circulated.

2. Approval of the Minutes

APPENDIX 1

Motion: Faculty Council approves the January 23, 2025, minutes as circulated.

3. Admissions Policy (PPM Section 1)

Motion: Graduate Faculty Council approves the admission policy revisions as indicated in the governance summary and included in appendix 2.

APPENDIX 2

4. CGPS Bylaws

Motion: CGPS Graduate Faculty Council approves the edit to the CGPS Bylaws as indicated in the governance summary and included in appendix 3.

APPENDIX 3



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5. Degree-level Expectations Policy (PPM Section 20)

Motion: CGPS Faculty Council approves the proposed revisions to Section 20 of the CGPS Program and Policy Manual (Degree Level Learning Outcomes) to delineate program requirements and address gaps for new types of credentials as presented in appendix 4.

APPENDIX 4

FOR DISCUSSION

6. Update on the Professional Development Portfolio - Kenisha Blair Walcott (10 min)

VERBAL REPORTS

7. Dean's Update – D. Burshtyn (5 min)

8. Society for Postdoctoral Scholars – M. Rodriguez (5 min)

9. Graduate Students' Association – D. Ohene-Amoako (5 min)

10. Update from the Chair of the Nominations Committee – Dr. Lauren McIntyre (5 min)

OTHER

11. Questions or arising business from the floor

12. Adjournment



MINUTES
College of Graduate & Postdoctoral Studies
Graduate Faculty Council Meeting
Thursday, January 23, 2025 | 3:00 – 4:30 pm
ARTS 241

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 - Meeting Material: [CGPS Faculty Council - College of Graduate and Postdoctoral Studies - | University of Saskatchewan \(usask.ca\)](#)
-

Present: Britney Bergermann, Scott Widenmaier, Tatiana Nomokonova, Cameron Forbes, Jake Moore, Scot Stone, James Benson, Tim Kelly, Ian McQuillan, Lori McKee, Rama Gokaraju, Ann Martin, Supratim Ghosh, Alec Aitken, Bruce Eglinton, Stephen Milosavljevic, Robert Englebert, Leonzo Barreno, Yolande Seddon, Jesse Stewart, Monica Sarghie, Alexey Shevyakov, Vang Xiang Wu, Wanda Martin, Roy Dobson, Sasha Koustov, Kirsten Fisher, Michael Szafron, Katherine Stewart, Tim Jardine, Maarten Voordouw, Geraldine Balzer, Steven Rayan, Paul Jones, Debby Burshtyn, Mark Eramian, Pierre-Francois Noppen, Christian Willenborg, Randy Kutcher, Andrei Smolyakov, Geoffrey Maina, Lingling Jin, David Ohene-Amoako, Dean Shames, Meaghan Boily, Arash Amanlou, Cody Koloski, Bram Noble, Liran Levin, Barbara von Tigerstrom, Craig Wilson, Lynn Weber, Jaswant Singh, Linda Nemeth, Amy Hassett

Chair: Associate Dean, Jaswant Singh
Call to Order
Land Acknowledgement

DECISION ITEMS

1. Approval of the Agenda

Motion: Faculty Council approves the January 23, 2025, agenda as circulated.
Jones/Eramian CARRIED

2. Approval of the minutes

Motion: Faculty Council approves the November 28, 2024, minutes as circulated.
Levin/Eramian CARRIED

APPENDIX 1

NOTICE OF MOTION

3. Revisions to CGPS Policy Section 1: Admissions [Marc Usunier]

APPENDIX 2



Marc Usunier, Sr. Director of Graduate Student Services reviewed the proposed policy changes as attached in appendix 2. Marc highlighted key changes including encouraging units to incorporate an optional holistic review process and increased policy flexibility to better support admission committees.

NOTICE OF MOTION: Be it resolved that CGPS Faculty Council approves the proposed admissions policy revisions as presented in appendix 2.

DISCUSSION:

Question from the floor regarding section 1.13 where the proposed policy language recommends: *that CGPS will not process recommendations for the admission of international applications that are received 30 business days of less prior to the start of the admission term.* Concerns were raised that this does not give units time for a student to get a letter of offer and a study permit. *The concern was heard, clarification made that this clause would speak to students who are likely already in the country, or departments who have an international student in their admissions funnel already. Remember that this is actually a 6-week period not a hard 30 days in terms of processing time.*

Note that the admissions policy will come forward for decision in March.

4. Revisions to CGPS Policy Section 20.1: Structural Degree Requirements [Debby Burshtyn] APPENDIX 3

NOTICE OF MOTION: CGPS Faculty Council approves the proposed revisions to Section 20 of the CGPS Program and Policy Manual (Degree Level Learning Outcomes) to delineate program requirements and address gaps for new types of credentials as presented in appendix 3.

Dean Burshtyn re-introduced the proposed revisions to policy section 20 as appended in appendix 4. This item was brought to council in November for introduction and is before council today as notice of motion. It was noted that this policy revision pairs very well with the proposed admissions policy changes given that this speaks largely to the minimum criteria for certificates including laddering into a master's program as well as more robust and transparent expectations for degrees.

DISCUSSION:

Comments from the floor spoke largely to the framework as presented doesn't include transfer from Master's expectations, specifically would coursework have to be redone and or if coursework was removed what was the rationale behind that. Perhaps the credit unit count needs to be reviewed again for clarity. It was acknowledged by council that the framework introduces flexibility but also spells out degree expectations in a more meaningful way. The bottom line is that we need to ensure the expectations on students is reasonable and to ensure that expectations do not go beyond the program time to completion expectation.

VERBAL REPORTS

5. Dean's Update – D. Burshtyn (5 min)

APPENDIX 4

Dean Burshtyn joins council today virtually and referred to her report in appendix 4 for updates. She also indicated that significant work has gone into the PALs implementation with Marc and his team working with your units to ensure you are fully informed and have the information you require on your PAL allocation. She noted that graduate studies is in a good position although cautioned council of ever ongoing changes mandated by the federal government that we are committed to keeping units up to date.



6. Society for Postdoctoral Scholars – M. Rodriguez (5 min) not available

7. Graduate Students' Association – D. Ohene-Amoako (5 min)

David spoke to the number of initiatives that the GSA has undertaken recently including a rebranding of the GSA with new logos, signage and website. He highlighted that the holiday hangout held over the holiday break was well attended. The GSA also held a warm clothing and toy drive. The current GSA executive is working toward transition planning including creating a leadership circle and the hiring of a new office manager.

8. Update from the Chair of the Graduate Programs Committee – Dr. Mark Eramian (5 min)

Mark Eramian provided a sightline for council of the work in which the Graduate Programs Committee has been working. Highlights include:

- Revised Master of Nursing: Nurse Practitioner program - mostly all new curriculum to meet accreditation standards
- New Masters in Public Health Nursing (name to be confirmed at APC today) - all courses are distance learning program and the program is quite unique
- Revised MBA program (three new courses to replace three courses being deleted)
- New graduate certificate in Financial Management
- Revised Master of Physical Therapy program - all new curriculum (course-based program) which was a systematic curriculum design catalyzed by the COVID related disruptions to their program
- New MSc in Veterinary Pathology - this replaces the Master of Veterinary Science program which is not recognized internationally
- Two new grad certificates in JSGS to replace three certificates that are being terminated

FOR INFORMATION

9. Application Fee Increase – Briefing Doc for Information

APPENDIX 5

Dr. Singh introduced the application fee increase briefing note included as appendix 5 and provided some background on the last application fee increase. The approval path for this item is the Fee Review Committee of University Council -> Provost: CGPS implementation. This document is provided today to CGPS Faculty Council as information.

OTHER

10. Questions or arising business from the floor

- It was noted that several researchers having discovery grants that started April 2024 will be receiving an increase.
- The PALS approach: students that have been caught between already getting an offer of admission and working on getting a study permit have all been notified that they will now require a PAL – CGPS will be using the PALS we have in reserve for this.

11. Adjournment/Jones



Governance Proposal Executive Summary

ITEM

Agenda Item Title: Admission Policies and Processes Recommendations	
Motions: <i>Be it resolved that CGPS Faculty Council approves the proposed to admission policy revisions in the CGPS Program and Procedures Manual.</i> <i>[Rubin/Brook]</i>	
Proposed by:	Debby Burshtyn, Chair of Graduate Academic Affairs Committee
Presented by:	Debby Burshtyn
Action: <input type="checkbox"/> For Discussion <input type="checkbox"/> Notice of Motion <input checked="" type="checkbox"/> For Approval	

DETAILS

Office of Administration	College of Graduate and Postdoctoral Studies
Final Approval Body	<i>CGPS Faculty Council</i>
Recommended By	<i>Graduate Academic Affairs Committee, December 18, 2024</i>
Purpose of the Proposal	<p>Following several shifts and changes in the graduate education landscape over the past few years, three areas of policy have been noted that require review and updating. The three areas of focus of this work include:</p> <ul style="list-style-type: none"> • Providing additional options for units regarding the holistic review of applications (policy 1.1) • Developing entrance requirements for certificate programs (new policy) • Developing a laddering process for students who begin in certificates to move into Master’s programs, where applicable (new policy) • Updating Master’s, and PhD admission requirements (policies 1.2, 1.3, and 1.4)
Strategic and Policy Alignment	<ul style="list-style-type: none"> • CGPS Policy and Procedures Manual • CGPS Strategic Plan: Goal 2: Support strategic enrolment management & recruitment, i) Promote EDI in admissions practices, ii) Increase Indigenous Recruitment and Retention
Summary	<p>Holistic Admissions</p> <p>The policy revisions that follow have been conceptualized with the intent of increasing the flexibility admission committees have when reviewing admission files and recommending applicants for admission to CGPS. Although units will be strongly encouraged to conduct holistic admission/full file reviews, they will not be required to. If these policy changes are approved, a review process will be put into place that will track the success of the use of holistic admissions principles across campus and a report will be generated for CGPS Faculty Council in the fall of 2026 (allowing for one full admission cycle and subsequent first year of study to be considered).</p>

	<p>Graduate Certificates</p> <p>Developing a set of minimum admission requirements specific to graduate level certificates will ensure these requirements are listed clearly in both the CGPS Policy Manual and the University Catalogue. The proposed requirements generally mirror those of Master’s entrance requirements.</p> <p>Graduate Certificate Laddering Policy</p> <p>As no certificate laddering policy existed before, this policy both confirms that laddering from a certificate to Master’s program is possible (at the discretion of the academic unit) and outlines how credit from previously-completed certificate courses could be applied towards the Master’s degree. The policy also confirms the GPS 960 requirement for anyone who ladders into a Master’s program as well as tuition and fee assessment.</p> <p>PGD, Master’s, and PhD Admission Requirements</p> <p>These proposed policy revisions include removing the ‘honours’ label in relation to 4-year bachelor’s degrees and clarifying that the entrance GPA for PGD, Master’s, and PhD applicants is calculate based on the most recent 60 graded credit units (last two years of full-time graded course work) at the time of application.</p>
<p>Consultation and Approval Pathway</p>	<p>Graduate Academic Affairs Committee</p> <ul style="list-style-type: none"> • October 16, 2024 - for discussion • November 20, 2024 – Notice of Motion • December 18, 2024 – For approval <p>Graduate Programs Committee</p> <ul style="list-style-type: none"> • January 2025 – For consultation <p>CGPS Faculty Council</p> <ul style="list-style-type: none"> • January 23, 2025 – Notice of Motion • March 27, 2025 – For approval <p>Academic Programs Committee of Council</p> <ul style="list-style-type: none"> • TBD 2025 – For information
<p>Implementation</p>	<p>May 1, 2025</p>
<p>Attachments</p>	<ul style="list-style-type: none"> • Admission Policy Edits Draft 2 – Final • Landscape survey



Proposed revised language	Clean Proposed language
<p>1.2 Graduate Level Certificate Entrance Requirements</p> <p>Each certificate program will have entrance requirements consistent with or exceeding the minimum entrance requirements for a graduate level certificate set out in this policy:</p> <ul style="list-style-type: none"> •A four-year degree, or equivalent, from a recognized college or university in an academic discipline relevant to the proposed field of study; •A cumulative weighted entrance average of at least a 70% (U of S grade system equivalent). The cumulative weighted average will be calculated based on the most recently completed graduate-level degree or 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. 	<p>1.2 Graduate Level Certificate Entrance Requirements</p> <p>Each certificate program will have entrance requirements consistent with or exceeding the minimum entrance requirements for a graduate level certificate set out in this policy:</p> <ul style="list-style-type: none"> •A four-year degree, or equivalent, from a recognized college or university in an academic discipline relevant to the proposed field of study; •A cumulative weighted entrance average of at least a 70% (U of S grade system equivalent). The cumulative weighted average will be calculated based on the most recently completed graduate-level degree or 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application.
Proposed revised language	Clean Proposed language
<p>1.23 Postgraduate diploma entrance requirements</p> <p>The minimum entrance requirements for a Postgraduate Diploma are:</p> <ul style="list-style-type: none"> •A four-year honours degree, or equivalent, from an recognized academic institution recognized by USask college or university in an academic discipline relevant to the proposed field of study; •A cumulative weighted average of at least a 65% (U of S grade system equivalent) in the last two years of full-time study (i.e. 60 credit units). The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. 	<p>1.3 Postgraduate diploma entrance requirements</p> <p>The minimum entrance requirements for a postgraduate diploma are:</p> <ul style="list-style-type: none"> •A four-year degree, or equivalent, from an academic institution recognized by USask in an academic discipline relevant to the proposed field of study; • A cumulative weighted average of at least a 65% (U of S grade system equivalent) in the last two years of full-time study (i.e. 60 credit units). The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application.

<p>Proposed revised language</p>	<p>Clean Proposed language</p>
<p>1.3.4 Master’s entrance requirements</p> <p>The minimum entrance requirements for a Master’s Degree are:</p> <ul style="list-style-type: none"> •A four-year honours degree, or equivalent, from an recognized academic institution recognized by USask college or university in an academic discipline relevant to the proposed field of study, or a three-year first cycle undergraduate degree, in an academic discipline relevant to the proposed field of study, from an institution that meets the criteria set forth in the Bologna Declaration, will be acceptable as the equivalent of an undergraduate honours degree; •A cumulative weighted entrance average of at least 70%. The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. in the last two years of full-time study (i.e. 60 credit unit equivalent); •Demonstrated ability capacity for independent thought, advanced study, and research. These capacities can be demonstrated through various characteristics, including those listed in section 2.1. 	<p>1.4 Master’s entrance requirements</p> <p>The minimum entrance requirements for a master’s degree are:</p> <ul style="list-style-type: none"> •A four-year degree, or equivalent, from an academic institution recognized by USask in an academic discipline relevant to the proposed field of study, or a three-year first cycle undergraduate degree, in an academic discipline relevant to the proposed field of study, from an institution that meets the criteria set forth in the Bologna Declaration, will be acceptable as the equivalent of an undergraduate degree; •A cumulative weighted entrance average of at least 70%. The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. •Demonstrated capacity for independent thought, advanced study, and research. These capacities can be demonstrated through various characteristics, including those listed in section 2.1.
<p>Proposed revised language</p>	<p>Clean Proposed language</p>
<p>1.4.1 Laddering of graduate certificates into course- or project-based master’s degrees</p> <p>Students who have completed specific graduate-level certificates may, at the discretion of the academic unit, be able to use the courses completed as part of the certificate towards advanced standing in a master’s degree.</p> <p>The academic unit will specify the certificate(s) that may ladder into a particular master’s degree. Completion of a certificate does not guarantee admission to a master’s program. Grades obtained in courses completed as part of the certificate may be used for both the basis of admission and laddered into the master’s degree.</p>	<p>1.4.1 Laddering of graduate certificates into course- or project-based master’s degrees</p> <p>Students who have completed specific graduate-level certificates may, at the discretion of the academic unit, be able to use the courses completed as part of the certificate towards advanced standing in a master’s degree.</p> <p>The academic unit will specify the certificate(s) that may ladder into a particular master’s degree. Completion of a certificate does not guarantee admission to a master’s program. Grades obtained in courses completed as part of the certificate may be used for both the basis of admission and laddered into the master’s degree.</p>

<p>Once admitted to the master's program, the graduate courses taken in the certificate(s) may be recognized as advanced standing toward the master's degree. To be incorporated into a master's degree the student must indicate their request to ladder into the master's program at the time of application. Except where otherwise specified by a program, courses must be taken within the five years prior to admission to the master's program. Up to 9 credit units of course work from certificates completed at other institutions may also be eligible for laddering provided they are approved by the academic unit and that at least 60% of the Master's program requirements are completed at the University of Saskatchewan.</p> <p>Where presenting graded courses, the student must have obtained individual grades in each course that are sufficient for credit in the master's program and meet other quality assurance considerations of the master's program outlined in the University Catalogue at the time of admission.</p> <p>To receive the master's degree, the student must complete the GPS 960: Introduction to Ethics and Integrity as well as all remaining master's program requirements. A student who ladders into a Master's program must complete at least 3 credit units as a Master's student to complete the Master's degree.</p> <p>The student will pay tuition and associated fees for the time registered in the master's program.</p>	<p>Once admitted to the master's program, the graduate courses taken in the certificate(s) may be recognized as advanced standing toward the master's degree. To be incorporated into a master's degree the student must indicate their request to ladder into the master's program at the time of application. Except where otherwise specified by a program, courses must be taken within the five years prior to admission to the master's program. Up to 9 credit units of course work from certificates completed at other institutions may also be eligible for laddering provided they are approved by the academic unit and that at least 60% of the master's program requirements are completed at the University of Saskatchewan.</p> <p>Where presenting graded courses, the student must have obtained individual grades in each course that are sufficient for credit in the master's program and meet other quality assurance considerations of the master's program outlined in the University Catalogue at the time of admission.</p> <p>To receive the master's degree, the student must complete the GPS 960: Introduction to Ethics and Integrity as well as all remaining master's program requirements. A student who ladders into a master's program must complete at least 3 credit units as a master's student to complete the master's degree.</p> <p>The student will pay tuition and associated fees for the time registered in the master's program.</p>
<p>Proposed revised language</p> <p>1.45 PhD Doctoral entrance requirements</p> <p>The minimum entrance requirements for a Ph.D. Degree are:</p> <ul style="list-style-type: none"> • A Mmaster's degree, or equivalent, from an recognized academic institution recognized by USask college or university in an academic discipline relevant to the proposed field of study; • A cumulative weighted average of at least 70%. The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. in the Master's degree; 	<p>Clean Proposed language</p> <p>1.5 Doctoral entrance requirements</p> <p>The minimum entrance requirements for a Ph.D. degree are:</p> <ul style="list-style-type: none"> • A master's degree, or equivalent, from an academic institution recognized by USask in an academic discipline relevant to the proposed field of study; • A cumulative weighted entrance average of at least 70%. The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. • Demonstrated capacity for independent thought, advanced study, and

<ul style="list-style-type: none"> • Demonstrated ability capacity for independent thought, advanced study, and independent research. These capacities can be demonstrated through various characteristics, including those listed in section 2.1. <p>The minimum entrance requirements for a Professional Doctorate are:</p> <p>A master's degree, or equivalent, from an academic institution recognized by USask in an academic discipline relevant to the proposed field of study;</p> <ul style="list-style-type: none"> • A cumulative weighted entrance average of at least 70%. The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. • Demonstrated capacity for independent thought, advanced study, and research. These capacities can be demonstrated through various characteristics, including those listed in section 2.1. 	<p>independent research. These capacities can be demonstrated through various characteristics, including those listed in section 2.1.</p> <p>The minimum entrance requirements for a professional doctorate are:</p> <p>A master's degree, or equivalent, from an academic institution recognized by USask in an academic discipline relevant to the proposed field of study;</p> <ul style="list-style-type: none"> • A cumulative weighted entrance average of at least 70%. The cumulative weighted average will be calculated based on the most recent 60 graded credit units (i.e. the last two years of full-time graded course work) at the time of application. • Demonstrated capacity for independent thought, advanced study, and research. These capacities can be demonstrated through various characteristics, including those listed in section 2.1.
<p>Proposed revised language</p>	<p>Clean Proposed language</p>
<p>1.56 Direct entry to Doctoral PhD degree without a Master's degree</p> <p>With the recommendation of the unit, direct entry Ph.D. Doctoral admission is available to exceptionally strong students, who show great promise in terms of academic accomplishments and potential for research. The minimum requirements for admission to a Ph.D. Doctoral program without completing a Master's degree are:</p> <ul style="list-style-type: none"> • A four-year honours degree, or equivalent, from a recognized college or university in an academic discipline relevant to the proposed field of study. • A cumulative weighted average of at least 80% in the last two years of undergraduate study (i.e. 60 credit units of course work). • Demonstrated ability capacity for independent thought, advanced study, and independent research. These capacities can be demonstrated through various 	<p>1.6. Entry to a doctoral degree without a master's degree</p> <p>With the recommendation of the unit, direct entry doctoral admission is available to exceptionally strong students, who show great promise in terms of academic accomplishments and potential for research. The minimum requirements for admission to a doctoral program without completing a master's degree are:</p> <ul style="list-style-type: none"> • A four-year honours degree, or equivalent, from a recognized college or university in an academic discipline relevant to the proposed field of study. • A cumulative weighted average of at least 80% in the last two years of undergraduate study (i.e. 60 credit units of course work). • Demonstrated capacity for independent thought, advanced study, and independent research. These capacities can be demonstrated through various

<p>characteristics, including those listed in section 2.1.</p> <p>For the completion of their degree, students who have been admitted to a Ph.D. Doctoral program without completing a Master's degree must may be required to complete coursework and assessments in addition to the regular doctoral program requirements. These requirements will be clearly described in the program listing in the University Catalogue. Typically these are completed within the first year of the program.</p> <p>Complete at least 9 credit units of course work at the graduate level in the first year of their program, with no final grade in any course below 70%.</p> <p>The minimum number of credit units required for the degree must be equal to the minimum that would be required for a student in the same program who was promoted to a Ph.D. from a Master's program.</p> <p>Within the first year of the program, successfully complete a Ph.D. Qualifying Examination that is at least as rigorous as the defence for a Master's thesis in their program area.</p> <p>Pass a comprehensive examination, after completing the required course work, and prior to focusing on their research and doctoral thesis.</p> <p>Write and successfully defend a thesis based on original investigation.</p>	<p>characteristics, including those listed in section 2.1.</p> <p>For the completion of their degree, students who have been admitted to a doctoral program without completing a master's degree may be required to complete coursework and assessments in addition to the regular doctoral program requirements. These requirements will be clearly described in the program listing in the University Catalogue. Typically these are completed within the first year of the program.</p>
<p>Proposed revised language</p>	<p>Clean Proposed language</p>
<p>1.13 Application deadlines</p> <p>The CGPS does not impose any deadlines on applications. The CGPS maintains application deadlines for international applicants. The CGPS will not process recommendations for the admission of international applicants that are received 30 business days or less prior to the start of the admission term. Many academic units do impose internal earlier application deadlines. Additionally, some funding competitions require program applications to be complete by certain deadlines in order to meet competition eligibility criteria.</p>	<p>1.13 Application deadlines</p> <p>The CGPS maintains application deadlines for international applicants. The CGPS will not process recommendations for the admission of international applicants that are received 30 business days or less prior to the start of the admission term. Many academic units impose earlier application deadlines. Additionally, some funding competitions require program applications to be complete by certain deadlines in order to meet competition eligibility criteria.</p>
<p>Proposed revised language</p>	<p>Clean Proposed language</p>

2.1 Academic Unit Responsibility

It is the responsibility of the academic unit to compile and review the full applicant ~~complete~~ file. Units are encouraged to follow a holistic review process to determine the suitability/capability of the applicant, and ~~, to review the application, to judge the suitability/capability of the applicant, and~~ to recommend the acceptance of those applicants they wish to have admitted. Units should establish systematic, comprehensive, and contextualized application reviews to ensure full consideration of all eligible applicants. It is the responsibility of each unit with authority over admission ~~recommendations decisions~~ to ensure that the criteria for admission, application procedure and the process for evaluation of applicants are consistent with University policy and the requirements stated clearly in the University of Saskatchewan Catalogue. When the criteria for admission includes multiple elements, the weights assigned to these elements shall be specified. If a unit uses media other than the Catalogue to advertise programs, such as brochures or web pages, ~~the unit is responsible for ensuring the information provided is up to date and consistent with the approved admission criteria listed either the media shall contain this information or the material shall refer the student to the admissions information~~ in the University of Saskatchewan Catalogue.

Academic units will recommend ~~students for~~ admission ~~only for students~~ whom they believe possess the necessary qualities and characteristics that are known to contribute to successful degree completion. This may vary across programs and can be demonstrated in multiple ways. Programs are encouraged to consider which applicant characteristics will contribute to successful degree completion. Characteristics that could be considered include:

Academic Background	Including degrees and specific prerequisite coursework that provides an appropriate knowledge base and competencies. Note that prior employment, professional experience, or professional licensure may be relevant background preparation.
Academic	Including overall class rank, converted GPA, converted major GPA, prior degree programs, historical academic

2.1 Academic Unit Responsibility

It is the responsibility of the academic unit to compile and review the full applicant file. Units are strongly encouraged to follow a holistic review process to determine the suitability/capability of the applicant, and to recommend the acceptance of those applicants they wish to have admitted. Units should establish systematic, comprehensive, and contextualized application reviews to ensure full consideration of all eligible applicants. It is the responsibility of each unit with authority over admission recommendations to ensure that the criteria for admission, application procedure and the process for evaluation of applicants are consistent with university policy and the requirements stated clearly in the University of Saskatchewan Catalogue. When the criteria for admission includes multiple elements, the weights assigned to these elements will be specified. If a unit uses media other than the Catalogue to advertise programs, such as brochures or web pages, the unit is responsible for ensuring the information provided is up to date and consistent with the approved admission criteria listed in the University of Saskatchewan Catalogue.

Academic units will recommend students for admission whom they believe possess the necessary qualities and characteristics that are known to contribute to successful degree completion. This may vary across programs and can be demonstrated in multiple ways. Programs are encouraged to consider which applicant characteristics will contribute to successful degree completion. Characteristics that could be considered include:

Academic Background	Including degrees and specific prerequisite coursework that provides an appropriate knowledge base and competencies. Note that prior employment, professional experience, or professional licensure may be relevant background preparation.
Academic Performance	Including overall class rank, converted GPA, converted major GPA, prior degree programs, historical academic progression, communication skills.

Performance	progression, communication skills.	Research Potential (for research-based programs)	Including academic research experience; related professional experience; extracurricular scholarly engagement; problem-solving, planning, and organizational skills.
Research Potential (for research-based programs)	Including academic research experience; related professional experience; extra-curricular scholarly engagement; problem-solving, planning, and organizational skills.	Relevant life experience	Including educational, learning, and cultural background; indicators of leadership ability/preparation; extracurricular and/or community involvement.
Relevant life experience	Including educational, learning, and cultural background; indicators of leadership ability/preparation; extracurricular and/or community involvement.	<p>In addition to the above listed characteristics, and based on details included in an applicant’s CV, letter of purpose or statement of intent, consideration of membership in underrepresented groups (as defined by the Tri-Agencies, including but not limited to women, Indigenous Peoples, persons with disabilities, members of visible minority/racialized groups and members of LGBTQ2+ communities) is also included as part of a full file review.</p> <p>Academic units should ensure the necessary resources (including supervisory personnel, facilities and financial support, and any additional support that may be required ,where appropriate) are in place to support all applicants whom they recommend for admission.</p> <p>Any submission of suspected fraudulent or plagiarized documents must be reported to the College of Graduate and Postdoctoral Studies.</p> <p>When an academic unit recommends an applicant for admission, based on a full file review, they are not required to meet the minimum entrance requirements listed in Sections 1.2-1.6. In these situations, units will provide a rationale to CGPS outlining why they believe the applicant will succeed in the program and how the academic unit plans to support that applicant as a student. CGPS will review this rationale and plan prior to the processing of the admission.</p> <p>Applicants rejected by the academic unit are notified by the unit through RMS Recruit.</p>	

<p>Applicants rejected by the academic unit are notified by the unit through RMS Recruit. University Council Policy on Admission to Degree Programs provides for an opportunity for applicants to appeal negative decisions as follows: "Grounds for an admission appeal shall be limited to (1) unit procedural errors, (2) evidence that the information used in the assessment of the decision was wrong or incomplete, or (3) evidence that the assessment was not made according to the published admission qualifications and selection criteria. A failure by the applicant to provide accurate and complete information in accordance with the established admission qualifications and selection criteria shall not be grounds for an appeal. Academic unit level appeals of admission decisions shall follow the procedures for appeals of standing in program. The academic unit head or designate shall appoint the hearing board members, and the secretary for the Graduate Academic Affairs Committee shall serve as hearing board secretary.</p> <p>Applicants accepted by the academic unit may should be informed that their application has been forwarded to the CGPS and that the student has been recommended for admission. Academic units must ensure, however, that prospective students understand this is not an official offer of admission.</p>	<p>Applicants accepted by the academic unit may be informed that their application has been forwarded to the CGPS and that the student has been recommended for admission. Academic units must ensure, however, that prospective students understand this is not an official offer of admission.</p>
<p>Proposed revised language</p>	<p>Clean Proposed language</p>
<p>2.4. Offers of Admission</p> <p>The CGPS is the final authority on approval of student admissions. Offers of admission shall be valid for a specified period of time as indicated in the offer of admission. The CGPS has delegated the authority for making final decisions on offers of admission to domestic students to the academic unit, where the applicant. Such admissions must meets minimum admission criteria.</p> <p>2.4.1. Conditional Admission with Conditions</p> <p>An offer of admission will include be conditions al when an applicant is recommended for admission under one or more of the following circumstances:</p> <ol style="list-style-type: none"> 1. The undergraduate or graduate degree is not yet complete 	<p>2.4. Offers of Admission</p> <p>The CGPS is the final authority on approval of student admissions. Offers of admission shall be valid for a specified period of time as indicated in the offer of admission. The CGPS has delegated the authority for making final decisions on offers of admission to domestic students to the academic unit, where the applicant meets minimum admission criteria.</p> <p>2.4.1. Admission with Conditions</p> <p>An offer of admission will include conditions when an applicant is recommended for admission under one or more of the following circumstances:</p> <ol style="list-style-type: none"> 1. The undergraduate or graduate degree is not yet complete

2. The applicant has not yet met minimum standards for proof of English language proficiency
3. Official required documents, such as transcripts are not yet available
4. Applicants are required to take a specific number of courses, and achieve a specific grade in a defined period of time

Initial registration in the first term of a program may be allowed prior to receipt of final, official copies of transcripts provided the CGPS has received unofficial copies. Official copies of transcripts must be received for continuation in the program. Registration in the program will not be allowed prior to receipt of proof of English language proficiency. [Approved CGPS Council 211116]

2.4.2. Probationary Status

~~Applicants whose academic qualifications are difficult to assess or whose qualifications are marginal for admission to a graduate program may be admitted to a program on a probationary status. Such applicants may be required to take a certain number of preparatory courses to improve their qualifications. Students completing preparatory courses that are not part of the graduate program will be assessed additional tuition. The student's status shall be reviewed after each term. If the probationary requirements have been satisfied, that shall be noted on the student's electronic file.~~

If a student is unable to meet the conditions of admission, ~~in certain exceptional situations~~, the academic unit may request to extend the ~~probationary period~~ deadline for meeting any unsatisfied conditions and/or introduce a new set of ~~requirements conditions~~, agreed to by the student and by CGPS. Students who do not achieve the ~~probationary requirements conditions of admission~~ may voluntarily withdraw, or they will be required to discontinue.

In all cases:

- The maximum length of ~~the probationary period~~ conditions shall not exceed 12 months;
- The ~~minimum~~ maximum average of all final grades achieved in the

2. The applicant has not yet met minimum standards for proof of English language proficiency
3. Official required documents, such as transcripts are not yet available
4. Applicants are required to take a specific number of courses, and achieve a specific grade in a defined period of time.

Initial registration in the first term of a program may be allowed prior to receipt of final, official copies of transcripts provided the CGPS has received unofficial copies. Official copies of transcripts must be received for continuation in the program. Registration in the program will not be allowed prior to receipt of proof of English language proficiency. [Approved CGPS Council 211116]

If a student is unable to meet the conditions of admission, the academic unit may request to extend the deadline for meeting any unsatisfied conditions and/or introduce a new set of conditions, agreed to by the student and by CGPS. Students who do not achieve the conditions of admission may voluntarily withdraw, or they will be required to discontinue.

In all cases:

- The maximum length of conditions shall not exceed 12 months; and
- The maximum average of all final grades achieved in the courses completed as part of the conditional admission shall be equal to those listed as the minimum requirements for the specific program, or 70% where not specified.

2.4.2. Admission Deferrals

Academic units are not required to grant deferrals, and may choose not to do so. An applicant may request, in writing to the academic unit, a deferral of admission for up to one year. This request and written approval from the unit shall be submitted to the CGPS for processing.

2.4.4. Negative Admission Decisions

The University Council Policy on Admission to Degree Programs provides for an

courses completed ~~during the probationary period~~ as part of the conditional admission shall be equal to those listed as the minimum requirements for the specific program, or 70% where not specified;

- ~~The minimum course requirements for probationary assessment shall be the lesser of 9 credit units or at least 50% of program requirements required for the degree.~~

2.4.32. Admission Deferrals

Academic units are not required to grant deferrals, and may choose not to do so. An applicant may request, in writing to the academic unit, a deferral of admission for up to one year. This request and written approval from the unit shall be submitted to the CGPS for ~~review and approval~~ processing.

2.4.4. Negative Admission Decisions ~~by the CGPS~~

~~Negative decisions will first be reported to the recommending academic unit. Following academic unit consultation with CGPS, where an applicant wishes to appeal a negative decision of the CGPS, the academic unit may file an appeal on the applicant's behalf.~~

The University Council Policy on Admission to Degree Programs provides for an opportunity for applicants to appeal negative decisions as follows:

“Grounds for an admission appeal shall be limited to (1) unit procedural errors, (2) evidence that the information used in the assessment of the decision was wrong or incomplete, or (3) evidence that the assessment was not made according to the published admission qualifications and selection criteria. A failure by the applicant to provide accurate and complete information in accordance with the established admission qualifications and selection criteria shall not be grounds for an appeal.” ~~This appeal shall follow the procedures for appeals of standing in program.~~

Applicants who have not been successful in gaining admission may appeal the decision to the Associate Dean, College of Graduate and Postdoctoral Studies within 10 business days from the date a negative application decision is

opportunity for applicants to appeal negative decisions as follows:

“Grounds for an admission appeal shall be limited to (1) unit procedural errors, (2) evidence that the information used in the assessment of the decision was wrong or incomplete, or (3) evidence that the assessment was not made according to the published admission qualifications and selection criteria. A failure by the applicant to provide accurate and complete information in accordance with the established admission qualifications and selection criteria shall not be grounds for an appeal.”

Applicants who have not been successful in gaining admission may appeal the decision to the Associate Dean, College of Graduate and Postdoctoral Studies within 10 business days from the date a negative application decision is released. The decision made on the appeal will be final.

If an admission appeal results in an offer of admission, the admission term may be delayed due to limitations of space in cohorted programs, supervisory capacity, or funding as appropriate.

<p>released. The decision made on the appeal will be final.</p> <p>If an admission appeal results in an offer of admission, the admission term may be delayed due to limitations of space in cohorted programs, supervisory capacity, or funding as appropriate.</p> <p>The decision of the committee shall be final.</p>	
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Template instructions:

- On left side include the original text with markup; with each iteration change the markup text colour
- On the rights side copy the left side and accept all changes so its easy to ready the proposed 'new text' in its entirety.

Holistic Admission Policy Landscape Survey - U15 + UofR

Institution	Holistic Admission Policy/Process In Place?	Comments
UBC	X	
U Alberta	✓	Applicants who do not meet the minimum admission requirements but who have demonstrated significant life experience may be considered for admission. Admission on the basis of life experience requires the recommendation of the department offering the program and is subject to approval by the Dean of Grad Studies.
U Calgary	X	
U Regina	X	
U Manitoba	x	Note, UofM does offer a pre-master's program. The pre-master's program is designed to bring the student's standing to the approximate level of an Honours graduate, to provide the student with any necessary prerequisites for courses to be taken in the master's program. The pre-master's program is not intended to help a student boost their GPA. All students applying for the pre-master's program must have attained a minimum GPA of 3.0 (B or equivalent) in the last two full years (60 credit hours) of study.
U Waterloo	X	
U Ottawa	✓	For some master's programs, candidates for admission who do not hold the equivalent of a four-year bachelor's degree as required may be eligible for enrolment in a qualifying program. Where available, a qualifying program is designed to bring the knowledge of the relevant discipline up to the standard required for admission to a particular master's program. To be eligible for admission to the master's program, students must reach this standard by successfully completing the requirements of the qualifying program. (same for PhD)
U Montreal	✓	Recognition of prior learning: This process provides applicants who only partially meet a program's eligibility conditions with the opportunity to be admitted to this program if they demonstrate that they have the necessary skills to meet the program requirements.
U Laval	X	
Queen's	✓	In recognition that life circumstances may prohibit, present barriers, and/or discourage access to pursue advanced degrees, due consideration shall be given by the applicable graduate program personnel to the non-academic factors identified by the applicant, and the applicant's special circumstances and unique qualities. Traditional measures of an applicant's academic performance will be considered accordingly.

McGill	✓	Admission are holistic, meaning that many factors are taken into consideration in the admission decision, including academic credentials and grades. The minimum requirements are listed at mcgill.ca/gradapplicants/how-apply .
Western	✓	Equivalent qualifications may be considered based on the standards of the discipline or profession.
McMaster	✓	Prospective applicants who did not attain the required standing in their undergraduate degree, but who have five years of work experience that is relevant to the program they wish to undertake, may be admitted to a Masters program as mature students provided they are recommended by their program. Submission of a complete resume is required to determine eligibility as a mature student. Such recommendations must be approved by the Graduate Associate Dean of the Faculty in question and evidence of ability to do graduate work will still be required.
Toronto	X	
Dalhousie	✓	A small number of mid-career professional Master's degrees may admit candidates either with or without a Bachelor's degree, depending on the qualifications of the applicant. Admission to such programs, as with all graduate programs, is at the discretion of the Faculty of Graduate Studies.

*Data collected August/September 2023



Governance Proposal Executive Summary

ITEM

Agenda Item Title: Revision to CGPS Bylaws	
Motion: The CGPS Faculty Council approves the revision in Part 2 of the CGPS Bylaws, changing the meeting schedule from May to annually, to convene an annual Graduate Faculty Membership meeting.	
Proposed by:	Dean Debby Burshtyn
Presented by:	Dean Debby Burshtyn
Action: <input type="checkbox"/> For Discussion <input type="checkbox"/> Notice of Motion <input checked="" type="checkbox"/> For Approval	

DETAILS

Office of Administration	College of Graduate and Postdoctoral Studies
Final Approval Body	CGPS Faculty Council
Recommended By	Dean Debby Burshtyn
Purpose of the Proposal	Editorial changes to ensure bylaws are kept up to date.
Strategic and Policy Alignment	<ul style="list-style-type: none"> CGPS Plan 2018-2025 Governance Rejuvenation (priority 10)
Summary	Currently the Bylaws indicate that a membership meeting must be called in May of each calendar year; this creates duplication and thus CGPS is seeking flexibility on when that membership meeting can be called.
Consultation and Approval Pathway	<ul style="list-style-type: none"> University Governance Office – consulted CGPS Executive & Coordinating committee - consulted CGPS Faculty Council - approval University Council – Governance Committee: for information via the University Secretary’s Office
Implementation	April 2025
Attachments	<ul style="list-style-type: none"> CGPS Bylaws [See Page 2, Part 2, Para 2]



The University of Saskatchewan is situated on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of our gathering place and reaffirm our relationship with one another. The College of Graduate and Postdoctoral Studies is committed to decolonization leading to reconciliation and fostering equity, diversity, and inclusion.

These bylaws describe the membership, duties and procedures relating to the governance of the College of Graduate and Postdoctoral Studies and are subject to the bylaws, policies, and regulations of [University Council](#), which establishes faculty councils.

The College of Graduate and Postdoctoral Studies is unique among colleges in terms of the size of the faculty complement including over a thousand faculty members and hundreds of Adjunct members such that the faculty membership mirrors the general academic assembly in size and scope. Due to the size of the graduate faculty complement, the Graduate Faculty Council is a representative body designed to meet the unique needs of the College of Graduate and Postdoctoral Studies.

To the extent that any previous resolution of the Graduate Faculty Council or its predecessors or any committee of that council is inconsistent with these bylaws, these bylaws have precedence.

The College of Graduate and Postdoctoral Studies will be abbreviated in these bylaws as CGPS.

The CGPS Faculty Council Membership, standing committees and terms of reference for the committees are to be reviewed at least once every 5 years.

PART 1. APPOINTMENT OF FACULTY TO CGPS¹

Faculty membership in CGPS is required to participate in graduate education. The membership elects members at large to the CGPS Faculty Council.

Academic units may nominate individuals associated with their respective departments, colleges and schools who are actively engaged in furthering the education of graduate students and enhancing the research, scholarly and artistic work at the University of Saskatchewan for membership in the College of Graduate and Postdoctoral Studies (CGPS). Nomination for appointments to CGPS must have the support of the head of the academic unit and the office of the dean/executive director of the college/graduate school supporting the graduate program

A nominee may be eligible for membership within the CGPS provided at least one of the following three criteria are met:

1. The nominee has had previous experience supervising graduate students and/or has taught graduate-level course work in at least two of the last three years or;
2. The nominee has conducted a peer review, or has had an article, book or exhibition of artistic work published or accepted for publication within the last three years or;
3. The nominee has had substantial involvement in ongoing research which offers resources and opportunities for graduate students.

¹ The membership eligibility in these draft bylaws is verbatim from the current Section 18 of the CGPS Policy and Procedure Manual with revision.

Appointments are made for five-year renewable terms July through June in the following categories:

Graduate Faculty: Individuals with academic appointments within other colleges/schools may be nominated as members of graduate faculty within the CGPS. This includes tenured, probationary, continuing term, emeriti, or in some circumstances academic programming appointments. Membership is renewable for as long as the member remains in good standing and active in graduate and postdoctoral studies

Medical Graduate Faculty: Medical graduate faculty members must be a licensed Saskatchewan physician or a clinical PhD, holding a clinical appointment in the individual's respective health region as well as an academic appointment in a department or a division within the College of Medicine at the University of Saskatchewan. A medical graduate faculty membership is subject to the limitations outlined by *The University of Saskatchewan Act* with respect to the statutory definition of a faculty member and as defined by the Procedures Manual for Medical Faculty. Graduate medical faculty members are members of graduate faculty within the College of Graduate and Postdoctoral Studies. Appointments are renewable for as long as the member remains in good standing and active in graduate and postdoctoral studies.

Adjunct Professor: An individual who is not an employee of the University of Saskatchewan whose knowledge, expertise and skills contribute to the academic unit's research and teaching functions with respect to graduate students and postdoctoral fellows, may be recommended for appointment as an adjunct professor (**USFA collective agreement 13.1.2**). Adjunct professors are members of graduate faculty within the College of Graduate and Postdoctoral Studies and are encouraged to participate in the affairs of the college as appropriate. Memberships is renewable for as long as the member remains in good standing and active in graduate and postdoctoral studies.

A **one-time member** may be appointed to serve on a graduate student advisory committee, teach a graduate-level course or serve as an external examiner of a master student's thesis. At minimum, the one-time member is expected to be a subject matter expert and typically have an earned degree equivalent to or advanced beyond that sought by the student. Generally, one-time members are non-CGPS members who have specific expertise in a specialized area and wish to contribute to the program of an individual graduate student.

PART 2 COLLEGE OF GRADUATE AND POSTDOCTORAL FACULTY COUNCIL

The College of Graduate and Postdoctoral Studies (CGPS) is established under the authority of the University of Saskatchewan Council, whose powers and duties are in turn established by [the University of Saskatchewan Act 1995](#). CGPS Faculty Council conducts business on behalf of the University Council as laid out in its bylaws.

CGPS Faculty Council has authority over all matters related to the academic affairs of the College. The Dean of CGPS convenes an annual Graduate Faculty Membership meeting in ~~May~~ of each calendar year to provide a report to its membership on college activity.

removing only "in May of"

Membership of the Faculty Councils (University Council Bylaws)

(*denotes non-voting members)

- (a) The President of the University*;
- (b) The Provost and Vice-President, Academic*;
- (c) The Vice-President, Research*;
- (d) The Vice-President, Finance and Resources*;
- (e) The Vice-President, University Relations*;
- (f) The Vice-Provost, Teaching, Learning, and Student Experience*;

- (g) The Vice-Provost, Indigenous Engagement*;
- (h) Chief Information Officer and Associate Vice-President Information and Communications Technology*;
- (i) The Dean of the college, or the Executive Director of the school, when the school is not encompassed within a college;
- (j) The Dean of the College of Graduate and Postdoctoral Studies or designate;
- (k) The Dean of the University Library or designate*;
- (l) The University Secretary or designate*;
- (m) The University Registrar or designate*;
- (n) Such other persons as University Council may, from time to time, appoint in a voting or non-voting capacity;
- (o) Such other persons as the Faculty Council may, from time to time appoint in a non-voting capacity*;
- (p) Two (2) graduate administrators appointed as non-voting members representing operational perspective of graduate programming; individuals will self-nominate through an open call process managed by CGPS' Nominations committee. *

In addition to the membership listed in the University Council Bylaws (Section V; Paragraph 1. noted above from (a) to (p), the CGPS Faculty Council includes the following voting members:

- (q) The Vice, Associate or Assistant Dean(s) or delegates appointed to support graduate studies and by the Dean or Executive director of Colleges and Schools;
- (r) The Vice-President, Research, the Vice-Provost, Indigenous Engagement and the Dean or Designate of the University Library will all serve as CGPSFC voting members;
- (s) A representative from each department that delivers graduate programs who will typically be the Graduate Chair; for non-departmentalized schools and colleges, or programs delivered within a college, the representative will typically be a director of graduate studies or graduate chair (e.g., MBA Program);
- (t) Graduate Chairs of Interdisciplinary Programs;
- (u) Nine (9) Faculty members at large, self-nominated through an open call process managed by CGPS' Nominations committee; each given three-year appointments;
- (v) The president and vice-president, (or) two delegates of the Graduate Students' Association executive team;
- (w) Five (5) graduate students registered in CGPS self-nominated through an open call process managed by CGPS' Nominations committee;
- (x) One (1) Indigenous Graduate Student appointed by the GSA; if the GSA is unable to make an appointment, the Dean will appoint a student;
- (y) One (1) Postdoctoral Scholar; appointed annually
- (z) CGPS Council Standing Committee chairs, if not already serving in a voting capacity (e.g., Grad Chair).

Responsibilities

- To make recommendations to University Council, President, Vice-President (Academic), Vice-President (Research), or other parties regarding the maintenance of academic and research standards in the requirements in graduate studies for admissions, programs of study, conditions for graduation, and the nature of degrees to be conferred;
- To establish academic policies for the advancement and graduation of graduate students and their suspension for neglect of studies, or defective scholarship;
- To have jurisdiction over scholarship and discipline in the graduate area;
- To recommend candidates for graduate degrees and diplomas, including the Earned D.Litt. and D.Sc.;
- To establish procedures to investigate any cases of alleged graduate student misconduct or complaints by graduate students of misconduct of which they may be victims, and to report to Council any cases which subsequently call for investigation by that or other bodies;
- To create standing and ad hoc committees; to name members to these committees; to delegate to committees, where appropriate, study and action on matters under its jurisdiction; to receive and take appropriate action on reports of committees;

- To initiate or consider and approve proposals on new or changed CGPS policies;
- To receive reports from the CGPS Awards Committee; to advise the Dean and Associate Dean on procedures and criteria for the distribution and allocation of existing graduate student awards, as well as for the enhancement of these awards, and to approve changes in policies for awards and honours proposed by the Awards Committee;
- To establish criteria for membership in the Faculty of the College of Graduate and Postdoctoral Studies;
- To establish criteria for the appointment of Graduate Faculty, Medical Graduate Faculty, Adjunct Professors and Professional Affiliates;
- To recommend to the Graduate Academic Affairs initiatives to improve the graduate student experience;
- To recommend to the Graduate Programs Committee initiatives to strengthen the quality of graduate programs;
- To delegate to the Graduate Programs Committee the authority to approve new and revised graduate programs and courses and inform Council;
- To amend regularly review and amend these bylaws.

Meetings and Voting

- Council will meet at least typically monthly from October to May.
- Council meetings are chaired by CGPS Dean; in the event of a conflict, (e.g., motion to which the Dean has an active role), the Dean as chair will remove themselves and the Associate Dean will act as chair for the duration of that business. The Associate Dean will be appointed as Chair in the absence of the Dean.
- Attendance shall be taken and any member missing two consecutive meetings may be asked by the Council Chair to resign their position if elected or for the unit to name another designate.
- Quorum shall be 50% + 1 of the voting membership.
- The meetings are open to anyone wishing to attend, but only members and invited guests will be recognized to speak.
- Any member of the CGPS Faculty may request in writing to be heard by CGPS Faculty Council and may suggest motions or other documents for the consideration of the CGPS Faculty Council.
- Minutes shall be recorded and accessible through the CGPS website.
- Any member may request to be named in the minutes.
- Meetings will be held virtually or in person with provisions to attend virtually.
- Voting will be done through an electronic poll for virtual (or hybrid) meetings.
- Votes are recorded in the minutes as carried.
- Motions are carried by a simple majority of voting members present.
- Motions for substantive policy changes should be brought initially for discussion and/or as notice of motion.
- Motions from the floor require a 2/3 majority of the voting members present.

PART 3 STANDING COMMITTEES OF CGPS FACULTY COUNCIL

General Regulations

- The roles identified on each committee are constructed to provide inclusion across disciplinary areas where appropriate is sensitive to rank and experience in administration of graduate programs.
- The nominations committee is charged with providing a slate of nominees that aligns with the university values for Equity, Diversity, and Inclusion (EDI).
- The slate of committee members is put forward by the nomination committee.
- Unless stipulated in the respective CGPSFC Committee(s) Terms of Reference, Committee Chairs will be appointed by the nominations committee to three-year terms.

- Committee meetings shall be monthly and fall on a regular schedule to be published in March for the following year; those accepting committee membership appointments must be available for the majority of the meetings.

Meetings and Voting

- Will typically meet monthly from September to May.
- Quorum shall be 50% + 1 of the voting membership of the committee or any subcommittee thereof.
- The meetings are open to anyone wishing to attend, but only members and invited guests will be recognized to speak.
- Minutes will be taken and are accessible to CGPS stakeholders through USask's intranet (CGPS PAWS Channel).
- Any member may request to be named in the minutes.
- Meetings may be held virtually or in person with a provision to attend virtually.
- Voting will be done by a show of hands by calling for abstentions, objections, and in favour in that order including those who are attending virtually.
- Votes are recorded as carried or not carried.
- Motions of substantive policy changes should be brought as initially as notice of motion for discussion and input.
- Unless otherwise stated in the terms of reference for the committee, all committee meetings are open to observers who can attend but will not be recognized by the Chair unless they are invited guests to speak to an agenda item.
- A committee may meet in camera when items warrant such as when private information regarding a student is involved.

Terms of reference for Standing Committees of the CGPS Faculty Council are as follows:

- [Graduate and Postdoctoral Faculty Council](#)
- [Nominations Committee](#)
- [Executive and Coordinating Committee](#)
- [Awards and Scholarships Committee](#)
- [Graduate Programs Committee](#)
- [Graduate Academic Affairs Committee](#)
- [Postdoctoral Studies Advisory Committee](#)
- [Interdisciplinary Committee](#)
- [Earned Degree Committee](#)



Governance Proposal Executive Summary

ITEM

Agenda Item Title: Degree-Level Expectations	
Motions: To approve revisions to the CGPS Program and Policy Manual, Section 20 – Degree Level Learning Outcomes to delineate program requirements and address gaps for new types of credentials (Lemisko/Lukong)	
Proposed by:	Debby Burshtyn
Presented by:	Debby Burshtyn
Action: <input type="checkbox"/> For Discussion <input type="checkbox"/> Notice of Motion <input checked="" type="checkbox"/> For Approval	

DETAILS

Office of Administration	College of Graduate and Postdoctoral Studies
Final Approval Body	<i>CGPS Faculty Council</i>
Recommended By	<i>College of Graduate and Postdoctoral Studies</i>
Purpose of the Proposal	To update policy related to graduate degree level expectations with a goal to align with national credential standards that support mobility and transferability of credentials.
Strategic and Policy Alignment	<p>CGPS Strategic Plan:</p> <ul style="list-style-type: none"> • Goal 3&4 Commit to improved and equitable systems, policies, processes and service standards. • Goal 5 Motivate and Support Program Innovation. <p>Policy: Academic and Curricular Nomenclature</p>
Summary	<p>Section 20 Degree Level Learning Outcomes currently mixes program requirements with competencies. The program structural requirements have been separated out, clarified and expanded to include align with provincial and national degree level standards the newer credentials of graduate certificates and doctorates.</p> <p>Feedback was provided to CGPS following the Notice of Motion at CGPS Faculty Council. Edits were made to the Master’s project-based degree section and are noted in red.</p>
Consultation and Approval Pathway	<p>Consultation</p> <ul style="list-style-type: none"> • Graduate Academic Affairs Committee • Graduate Programs Committee – May 2024 • CGPS Faculty Council – November 2024 • Dean’s council – TBD <p>Approval</p> <ul style="list-style-type: none"> • Graduate Academic Affairs Committee – January 15, 2025 • Graduate Academic Affairs Committee (revisions) – March 19, 2025 • CGPS Faculty Council <ul style="list-style-type: none"> ○ Notice of Motion – January 23, 2025 ○ Motion to approve – March 27, 2025

Implementation	May 1, 2025
Attachments	PPM Section 20 Revisions – Program Structural Requirements

20. DEGREE-LEVEL LEARNING OUTCOMES EXPECTATIONS

20.1 Credential Description

Degree type	Description of Degree	Min AGPA	Minimum Requirements
Postgraduate Diploma	Designed to provide well-rounded graduate-level knowledge in a field of study, with an aim to cultivate and encourage expertise and practice within a professional credential. In some fields, students may be given the opportunity to become acquainted with research techniques.	65% (on last 60 credits) of an undergraduate degree	<ul style="list-style-type: none"> • 30 credit units of coursework, at least 18 of which are at the 800-level the in same field of study • Designed to be completed within a two-year period
Graduate Certificate	Graduate certificate programs provide graduate-level study without requiring individuals to commit to a master's program. Programs either deepen knowledge and skills in a specific discipline or field or provide exposure to an interdisciplinary area of focus.	TBD (70% - last 2 yrs of FT/60 credits) of an undergraduate (4 yr or equiv degree)	<ul style="list-style-type: none"> • 9 – 12 credits of course work completed at the graduate level
<p>Master's</p> <p>Master's degrees maybe research- or professionally-oriented. Research-oriented Master's degrees aim to produce graduates who have a good understanding of the current issues in their chosen field of study, and who have the skills to engage in critical evaluation and research within that field. These graduates have skills that are transferable to positions of leadership and responsibility in society at large. Graduates of research-oriented Master's degrees are preparation for doctoral training. Professionally oriented master's prepare students work in various professions and are often the credential required for the entry-to-practice (e.g. CPA, physical therapist, nurse practitioner).</p>			
Master's course-based degree	<p>Designed to provide students with a good understanding of current issues and methods in a discipline with the goal of applying this understanding in practical or professional contexts.</p> <p>Course-based programs will provide students with a broader background in the field of study through coursework. Aside from the research activities embedded within the coursework, programs have few activities specifically dedicated to conducting research or reporting results.</p>	70% - last 2 yrs of FT/60 credits	<ul style="list-style-type: none"> • At least 30 credit units of course work with at least 24 credit units completed at the graduate level. • At least one full year in length, and should be able to be completed within two years
Master's project-based degree	<p>Designed to meet the needs of students who wish to obtain advanced knowledge in a specialized field with limited research experience.</p> <p>Designed to introduce students to advanced levels of knowledge and scholarship within a field of study through focused research experiences.</p>	70% - last 2 yrs of FT/60 credits	<ul style="list-style-type: none"> • At least 24 credit units of course work, with a maximum of 30 credit units (inclusive of the research-project course). A minimum of 18 credit units of that work must be at the graduate level • Research project, typically worth between 0 and 6 credit units, depending on the program. The project maybe an application of research or research project. The research component of the degree

	Students will gain understanding of the field and of scholarly skills required for advanced research in the discipline, typically through a combination of coursework and focused research creation or mobilization.		<p>may entail the application of research outcomes or a separate research project.</p> <ul style="list-style-type: none"> At least one full year in length, and should be able to be completed within two years
Master's thesis-based degree	Introduces students to advanced levels of research and scholarship within a related field of study where students will learn about the value of and gain experience in conducting research. Students will gain understanding of the current issues in their chosen field of study and will develop the skills to engage in critical evaluation and research within that field.	70% - last 2 yrs of FT/60 credits	<ul style="list-style-type: none"> At least 9 credit units of course work <i>at the graduate level</i> least one full year in length, and should be able to be completed within two years Thesis proposal (optional) Annual committee meetings Thesis defence
Doctorate - Professional	“A professionally-focused doctoral program at the graduate level designed for working professionals and oriented toward practice and leadership.”* Doctorate programs focus on the application of research to professional or creative activities. Students in these programs are typically mid-career; programs are designed to help students address complex problems in practice within their industry or profession.	Masters degree 70%	<ul style="list-style-type: none"> Requires substantial coursework and will vary by program. Expected completion in three years May require written and/or oral exams in relevant or essential aspects of the discipline; an internship or exhibition; and satisfactory defense applied research presented in the form of a dissertation or acceptable substitute at a level commensurate with professional work in the area of study.
Philosophical Doctorate (PhD)	Designed to cultivate a thorough understanding of the subject matter, autonomy, creativity, sound judgment skills, ethical maturity and academic integrity, exceptional written and oral communication skills, and analytic thinking skills. Students will develop the ability to initiate and evaluate work in their field and must make an original contribution of significance to the advancement of knowledge.	Masters degree 70% Or 80% in last 2 years of Bachelor's	<ul style="list-style-type: none"> No minimum requirement for coursework. Required coursework will vary by program. Expected completion in four years Annual committee meetings Candidacy Assessment, including dissertation proposal Dissertation defense

*As defined in the [Academic and Curricular Nomenclature Policy – page 14](#).