

EGSA meeting with Dr. Amr Henni (Faculty Representative, Associate Dean of Research and Graduate Studies) Dated: Jul 30, 2015

Executive Summary

- Students space issues (practically solved)
- Courses Issues:
 - Courses not relevant to the research field (**Conclusion:** not all courses have to be relevant to research)
 - Not enough courses offered (**Conclusion:** partially solved, some courses will be taught by sessionals as the number of faculty members is limited, and can only teach 1 graduate course per year. Will assess the situation on a term by term basis.)
 - PhD students who completed their Master's Degree at UoR experience difficulties to find available courses (**Conclusion:** Courses can be taken in other programs or other faculties, this is commonly done in all universities)
 - Some reading courses can be converted to regular courses.
- Initiatives should be taken to arrange industry related workshops/Seminars.
- Limited guidance offered to graduate students towards APEGS's registration (**Conclusion:** Graduate students may be allowed to attend part of the undergraduate course taught by APEGS's representative, further actions are to be taken after discussion with APEGS and instructor?).
- Graduate students lab can be established (**Conclusion:** Computer workstations can be placed to share specific engineering software programs at the MEng student Lounge).
- Technical writing seminar (**Conclusion:** Dr. Henni contacted the President of RGI Learning, Inc. who has given technical writing workshops for APEGS. She will get back to him regarding content, costs...Students attending will be asked to contribute financially to the course in a reasonable amount, and register in advance). Contributions from Engineering, UREGSA, FGSR, VP office ... will be discussed once cost is known). We have requested that the content focuses on Technical paper and thesis writing.
- Scholarships:
 - Terms of references for the scholarships can be published on EGSA's website.
 - The faculty is working to establish more transparent selection process. The process was described at length by Dr. Henni. All faculty members, in their own program, have an opportunity to give their feedback on the list of students selected for the different scholarships.

- All students should be aware of the requirements of the different scholarships (FGSR website and circulation to all graduate students by the Engineering Graduate Secretary)
- Students on maintenance only receive TAs and pay same tuition fees (**Conclusion:** *new students should take opportunities to receive scholarships, students may have had enough opportunity before entering the maintenance status to apply and receive scholarships*).
- Initiatives should be taken to arrange a meeting with the FGSR Dean.
- A group photo can be taken of the EGSA executive team, and added to the website.
- Scholarships list along with deadlines can be published on EGSA's website.
- Website can be used to promote graduate student activities, including new journal publications (just first page), conferences, best papers etc.
- Further arrangements are required to confirm the details of the BBQ event.