Present:
Dr. Lowell Caneday, Vice-Chair
Dr. William McGlynn, Group I
Dr. Brenda Smith, Group I
Dr. Allen Scott, Group II
Dr. Randi Eldevik, Group II
Dr. Mark Wilkins, Group III
Dr. Rebecca Sheehan, Group IV
Dr. Tim Passmore, Group V
Dr. Don Boswell, Group V
Dr. Pamela Lloyd, Group VI
Dr. Earl Blewett, Group VI

Graduate College:
Dr. Sheryl Tucker
Dr. Jean Van Delinder
Dr. Craig Satterfield

Guests:
Dr. Celeste Campbell
Rachael Eike, GPSGA

Dr. Caneday called the meeting to order at 1:34 pm with a quorum present. Following a motion (Dr. Scott) and a second (Dr. Passmore) the minutes were approved with edits.

GPSGA report
The first general assembly meeting is next Wednesday, January 23 at 5:30 p.m. GPSGA is preparing for the following upcoming events: Research Week, the Phoenix Award, and Outstanding TA award. GPSGA still needs judges for Research Week. The Graduate College helps with funding for the awards. Legislation days are March 1-5 in Washington, D.C. and Ms. Shirley Evans will attend. Research Week is February 22-24. Phoenix Awards will be announced Monday, April 1.

Graduate College Report
Graduate Education Week is April 1-5. Two Graduate Coordinator meetings have been scheduled this semester the first one is February 13 and the second one is April 3. Both are from noon to 2:00 pm in MS 310. Summer Dissertation Fellowship applications are due Feb. 22, and a reminder will be announced in the Monday Memo. Both domestic and international students can apply. Requirements include being a doctoral candidate and not having any other assistantship. Students must be enrolled in 2 credit hours. Anyone on a 12 month appointment is not eligible.

Renovation of Graduate College space in Whitehurst is continuing.

Since the report of the Graduate Student Support Issues Task Force has been approved, we are now in the implementation phase with the Associate Deans for Research. We will have a FAQ site for policy clarification, if needed, once the implementation guidelines have been finalized. There are target dates for implementation, though colleges may choose to transition sooner. We will not have a final
amount for GTA stipend increases until a budget is passed by the Legislature. Minimum pay is mandatory, but each college can determine other scales above this minimum. Exceptions to 25-50% FTE rule go to Dean Tucker, and she will use the ADRs to review as advisory group.

There are several complementary policy pieces that will be brought forward to Graduate Council such as: 1) continuous enrollment; 2) leave of absence; 3) post-candidacy reduced enrollment, which does not affect student federal financial aid or immigration status; 4) post candidacy 10 hour enrollment rule; 5) definition of UR grades; 6) specifying the use of pass/fail grades on Plans of Study, especially on internship courses; and 7) I/UR grade.

Graduate Faculty renewals will be sent out the end of January and will go to individuals and department heads. We are asking faculty to send their renewals as an electronic document to Grad.Dean@okstate.edu for tracking. Members are encouraged to do the survey from Darlene Hightower about the student information system.

New Program Requests/Changes

MS in Material Science – APC approved with edits, seconded (Dr. Boswell), Dr. Van Delinder will make edits. Approved.

PhD in Material Science – APC approved, seconded (Dr. Wilkins) with similar edits. Approved.

Old Business

Code of Operations – Dr. Passmore provided a draft from which Dr. Caneday prepared a document to share with the Council. Dr. Wilkins moved to accept, Dr. Scott seconded. Further discussion followed related to a non-unanimous vote under 2.6; Council will report a tally of votes. Robert’s Rules of Order says any member can ask for a secret vote. Discussion followed to permit any member to request a secret ballot. As a result, content in 2.8 was amended and approved.

Graduate Faculty Definitions – There needs to be a revision to the Graduate Council Bylaws as new degree programs or academic units become approved and others are discontinued. On a related matter, a subcommittee met to review the current Bylaws, but we are still not where we need to be. The current Graduate Faculty definitions for teaching and advising are not adequate given the complexity in faculty appointments. To make changes will take a full Graduate Faculty vote and before we change anything we would need to do a thorough review of the Bylaws for all issues. Dr. Wilkins will review the Group III Bylaws, and Dr. Caneday will look at other issues related to bylaws.

New Business

Incomplete Grades for Research Courses - Dr. Celeste Campbell, Registrar, discussed with Council the proposed option of an “Incomplete” grade for a research course. This is not a policy change. When the Incomplete Grade policy was modified in 2008, it did not exclude an option for an Incomplete or I/UR. This is a minor change to implement. The Registrar can post a FAQ on the website describing how to assign an Incomplete grade. An official transcript will only show it as an “I,” but SIS would show it as an I/UR. Once the grade is changed, no record will show an “I”. If there is no change by the faculty member after one year, it defaults to a UR.

It will go to Instruction Council next. If approved, it could be implemented by the time grades are submitted for Spring 2013.
Special reports will be presented to Faculty Council, GPSGA, and appear in the Monday Memo.

Dr. Scott moved, Dr. Boswell seconded, to approve the I/UR policy as stated. Approved.

There needs to be a policy about the maximum number of UR grades that can be given before action is taken. Sometimes students enroll solely for the purpose of receiving financial aid and appear unconcerned with earning failing grades. Dr. Caneday mentioned that he does a contract with students stating expectations for the semester. Suggested policy change would be after one semester of UR would result in a warming, and after two semesters a hold would be placed on future enrollment. The Graduate College will craft a policy for Council to vote on later this spring.

Other

Adjourned 3:15 pm.