Present:
Dr. Lowell Caneday, Vice-Chair
Dr. Brenda Smith, Group I
Dr. Glenn Zhang, Group I
Dr. Randi Eldevik, Group II
Dr. Mark Wilkins, Group III
Dr. Albert Rosenberger, Group III
Dr. Marlys Mason, Group IV
Dr. Rebecca Sheehan, Group IV
Dr. Lynna Ausburn, Group V
Dr. Doug Smith, Group V
Dr. Pamela Lloyd, Group VI
Dr. Tom Oomens, Group VI

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

Guests:
Ms. Catherine Molleno

Vice-Chair Lowell Caneday called the meeting to order at 1:35 pm with a quorum present. Following a motion (Dr. Brenda Smith) and a second (Dr. Glenn Zhang) the minutes of the previous meeting on February 28 were approved.

GPSGA report

GPSGA President Catherine Molleno reported the General Assembly meeting included a discussion about election of officers two weeks ago. New officers effective June 1 are President, Shaun McCoshin; and Vice President, AJ Harris. Shaun will be at next Council meeting. Activities for Grad Ed week are all on the Graduate College website. Speaker Jorge Chen will be here on April 8 in the SU Little Theater. The final travel reimbursement period for this academic year ends May 5. According to GPSGA bylaws, travel reimbursement is only for students that presented a paper or poster. Domestic students are funded from an endowment and international students come out of the GPSGA budget.

There is a benefit for victims of last year’s Philippine typhoon is on April 4.

Graduate College Report
Dr. Sheryl Tucker clarified the restrictions on the funds used for graduate student travel. The trust funds are restricted to domestic student awards. Dr. Tucker also reported on Grad Ed week activities, encouraging everyone to attend the Jorge Cham lecture. The Graduate Coordinator appreciation breakfast and Phoenix Awards are on Wednesday, April 9. The 3MT competition is on Thursday evening, April 10. The 3MT is now sponsored Halliburton with a five-year $5000/year commitment for the 3MT competition. The Graduate College open house is on Friday, April 11, from 2 to 4.

Old Business

Graduate Faculty Membership Bylaws – Dr. Jean Van Delinder.
Using the feedback from the Subject Group Meetings and the forums, three categories were proposed: Full, Associate and Emeritus:

1. Full Member – full time, tenure-track, clinical and research faculty who have doctoral degree or relevant terminal degree. The addition of the title “adjunct assistant/associate/professor” is necessary as many units employ adjuncts based on the guidelines in the OSU Faculty Handbook. Full members can chair, advise and serve on master’s and doctoral committees. They can also serve as outside members.

2. Associate Members – are non-tenure track faculty, as defined in the OSU Faculty Handbook and must have a doctoral degree or terminal degree (MFA, DVM, JD, MD, DO). This makes them eligible to serve on doctoral and master’s committees, but only chair master’s committees. They also cannot serve as the outside member. Subject Matter Groups could be more restrictive. (Graduate students cannot teach graduate courses in their own degree programs.)

3. Emeritus Member: Oklahoma State University faculty members who have retired and been appointed as Emerita/us Faculty and who held Graduate Faculty status before retirement may be appointed as an Emeritus Member. This action must be initiated by the Unit Head to the Graduate College and be in compliance with OTRS regulations regarding restrictions for newly retired faculty. Emeritus Members cannot do the following: 1) chair student committees; 2) serve as the Outside Committee Member; and 3) vote on matters presented to the Subject Matter Groups and to the Graduate Faculty as a whole.

Based on concerns raised, the Ex officio category was also eliminated and addressed as a process. Administrators would could request Full or Associate member status, depending on their qualifications.

Appeal process: discussion followed and appeals are to be filed with the Subject Matter Group and then advanced to the general membership. Ultimately Graduate Council will make the decision on appeals, as it is currently handled by the bylaws.
The Dean of the Graduate College is allowed to approve graduate faculty to teach graduate courses initially for a semester after which it goes into the regular process, according to 2.5.2.

Discussion about Outside member should be defined in the catalog rather in bylaws “as defined by the Graduate Catalog.”

The Council approved the distribution of the revised Graduate Faculty categories and draft of the bylaws to be reviewed by the Graduate Faculty for 30 days allowing for appropriate comment.

A SharePoint site will be set up for voting on the bylaw changes.

New Business

Revised Institutional Laser Safety Policy. Dr. Sheryl Tucker. This policy has been reviewed by the Research Committee of Faculty Council, Associate Deans for Research and Deans Council and Dr. Tucker was asking for endorsement rather than a vote. Moved to endorse by Dr. Wilkins; Dr. Rosenberger seconded. Motion carried.

Revised Institutional Biosafety Policy. Dr. Sheryl Tucker. This policy has been reviewed by the Research Committee of Faculty Council, Associate Deans for Research and Deans Council and Dr. Tucker was asking for endorsement rather than a vote. The revisions address the way in which the official charge is listed. Also another change is BSL1 labs would be annually inspected by this entity under this policy rather than EHS that could not provide proper documentation. Motion to endorse Dr. Smith; seconded by Dr. Sheehan. Motion carried.

ITA Exam Update. The Summer Test date will be added and announced in the Monday Memo.

Academic Policies. Item 10 on the list had the wording of “required” to “necessary”. These items were included in the Feb. 28 meeting with a vote to approve. Vote to ratify changes followed. Motion to approve by Dr. Mason; seconded by Dr. Sheehan. Motion carried.

Vice Chair Resignation. Dr. Caneday’s resignation from the elected position of Vice Chair of Graduate Council is effective June 1. According to the Graduate Faculty Bylaws 4.4.4, “If the Vice-Chair cannot serve a full term, the Graduate Council shall appoint an interim Vice-Chair to serve the remainder of the term when that period is one and one half academic years or less.” Therefore, the Council will need to appoint a counselor to serve as Vice Chair for the next year. The appointee has to be someone not rotating off.

Dr. Wilkins made a motion to commend Dr. Caneday for his seven years of service to the Council. Motion carried.
Other
The Phi Beta Kappa Lecture on March 31 will feature Ellen Harris on *How Handel became an Entrepreneur*.

Adjourned 3:00 pm.