Graduate Council Minutes  
January 20, 2006

Present:
GPSGA: Absent
Graduate College: Gordon Emslie, Deb Jordan, Craig Satterfield
Guest: Ken Stern

Approval of November 18, 2005 Minutes:
Following a motion (Recker) and a second (Alspach), minutes from the November 18, 2005 meeting of the Council were approved.

Graduate & Professional Student Government Association (GPSGA) Report – Shirley Vincent
Written report submitted; direct questions and/or comments to Shirley Vincent.

Rules Committee – Dale Alspach
Two requests were presented to the Council. After discussion, motions (Alspach) and seconds (Montgomery and Caneday) were made; recommendations made by the Rules Committee were approved.

New Business
New Program Request for Ph.D. in Educational Leadership and Policy Studies – Ken Stern
- After discussion there was a motion (Caneday) and second (Henry) to approve the request with suggested corrections and after the external review is completed. Motion passed.

Prospectus for the Design, Housing and Merchandising (DHM) Design Thesis Option – Deb Jordan
- There were questions and discussion to help describe/define a “design thesis.” The Council requested additional clarification; Dr. Jordan agreed to provide commentary to the DHM faculty. The Council nevertheless agreed the decision to offer a thesis or non-thesis option is up to the program faculty, as current Graduate College policies allow this.

Group Bylaws
- If the proposed Graduate Faculty Bylaws pass, groups will need to establish guidelines defining who can chair doctoral committees. Groups were encouraged to address this during their March meetings so the Graduate College will have guidelines defining who can chair doctoral committees. If a group is unable to determine guidelines at its March meeting, it should be encouraged to do so before next fall.
- Groups were asked to send Sonia, via e-mail, a copy of their Group bylaws for discussion at the February meeting.

Graduate Faculty Nominations
- Rodney Will was inadvertently admitted as an associate member when his application clearly stated full member. There was a motion (Caneday) and second (Recker) to correct this mistake and grant Dr. Will full membership. Motion passed.
• Scott Jordan was recommended for temporary Graduate Faculty status for one semester. There was a motion (Recker) and second (Henry) to grant temporary status. Motion passed.

Guidelines for Split Votes on Graduate Committees
• Currently there are no written guidelines or policy describing what constitutes a passing vote by a graduate student committee on things such as prelims, defenses, etc. The unwritten practice is that a majority approval is needed; however, this leaves many situations in doubt (including a dissenting vote by the advisor or the outside member, a 3-1 versus a 3-2 vote, etc). Consequently there is a need to establish such guidelines. Council members are asked to consult with the membership in their Groups on questions pertaining to split votes by graduate committees. Sonia has the e-mail addresses sorted by Group, which Council members can use to communicate with their membership.

Teaching Assistants
• With the establishment of the GAP (Graduate Advancement Program), which provides resident tuition support to graduate research and teaching assistants (GRAs and GTAs), the need has arisen to more accurately define such appointments. Please consult with your Group members to help develop a definition of GTAs and GRAs and provide this input to Dr. Emslie.

Graduate College Report – Gordon Emslie
Restriction on Publication of Theses & Dissertations
• Dr. Emslie shared with the Council a list of dissertations/theses that are currently sealed at the library, and hence, can not be published or accessed. He circulated a draft document proposing that all theses and dissertations would automatically be accessible unless there is a petition to restrict accessibility. However, this petition must include a clearly stated date as to when the restriction is lifted. The Council recommended that Dr. Emslie consult with Legal Counsel regarding any legal issues involved, and report back to the Council at the February meeting.

Financial Aid Issues for Graduate Students taking Undergraduate Courses
• Several graduate students have inquired about their financial aid status because their spring financial aid had been reduced or revoked. It was determined that these students had taken undergraduate courses (appearing on the transcript with an *) in Fall 2005, which the Office of Financial Aid deemed would not count toward their financial aid eligibility. It was suggested that departments exercise greater care in the wording used when requiring graduate students to take undergraduate courses (e.g., as a condition of admission); the word “prerequisite” may be not only a red flag but also an inappropriate definition. The Graduate College suggests the alternative terminology “additional degree requirements” for courses required in addition to the coursework listed on the POS. In particular, it was suggested that comments such as “student is admitted but must take up to xx hours of undergraduate coursework” is too vague; it is better to have documentation regarding specific required courses. Pending the outcome of further discussions with the Office of Financial Aid, the Graduate College is also considering discussing having such “additional requirements” placed on the plan of study for documentation purposes. This information will be discussed at the next Graduate Coordinators meeting in February.
Old Business

Graduate Dean’s List

- This topic came up at the last GPSGA meeting. The Council was asked to propose criteria for recognizing the top ~10% of our graduate students on a Graduate Dean’s List, and also possibly a subset of these for a President’s List. Please discuss this at the next Group meetings and suggest criteria to be used. There was a suggestion that each program could send forward a list of nominees and the Graduate Dean and/or a Committee could make the final decision.

There was a motion (Henry) and second (Recker) for Dr. Emslie to broach this topic with the Council of Deans. Motion passed.

Update on Vote of Proposed Revisions in Graduate Faculty Bylaws

- Approximately 200 votes have been received in the first two weeks. Several e-mails will be sent out between now and February 13 to remind faculty to vote.

Update on Development of an appeals process for aspects of graduate education not dealing with grades, scientific misconduct or academic integrity.

- The Academic Integrity policy was approved by Faculty Council and has been forwarded to the Administration. The Academic Standards and Policies Committee of Faculty Council and GPSGA are both interested in development of a process by which graduate students can appeal non-grade and/or graduate issues not related to academic integrity, e.g. qualifying exams, defenses, etc. Dr. Hunger will provide the latest draft of the appeals process developed in February, 2005.

Candidates for Associate Dean of the Graduate College

- Interviews will be conducted during the week of January 23. Background information on each candidate was given to Council members and Dr. Hunger encouraged all GC members to attend their scheduled session.

Meeting adjourned: 3:30 pm

Next meeting of the GC: February 17, 2006 in 241 Willard at 1:30p