Graduate Council Minutes
January 22, 2010

Council Members Present:

Dr. Lowell Caneday, Vice-Chair
Dr. William McGlynn, Group I
Dr. Allen Scott, Group II
Dr. Merrall Price, Group II
Dr. Rob Whiteley, Group III
Dr. Barry Lavine, Group III
Dr. Shelia Kennison, Group IV
Dr. Xiang Fang, Group IV
Dr. Kathleen Kelsey, Group V
Dr. Jennifer Sanders, Group V
Dr. Lin Liu, Group VI

Graduate College:

Dr. Gordon Emslie, Dean
Dr. Mark Payton, Associate Dean

Guests:

Mr. Aravind Seshadri, GPSGA

Approval of November 20, 2009 minutes

Following a motion (Whiteley) and a second (Fang), the November 20, 2009 minutes of the Graduate Council were unanimously approved.

GPSGA Report

Mr. Seshadri gave a report of the various activities GPSGA is undertaking for the Spring semester ahead.

Graduate Student Research Symposium An e-mail was sent to all OSU faculty requesting them to serve as judges for the OSU. Faculty can register as a judge on-line.

Phoenix Awards The deadline to submit nominations for the Phoenix awards is March 1. The awards will be announced and presented on April 14. There will be three finalists for each category (master’s, doctoral, faculty), and interviews of the finalists will be held the week after spring break.
**NAGPS Conference**  On March 12-13, GPSGA will host the regional conference of National Associate of Graduate and Professional Students.

**Graduate Student Appreciation Week**  This will occur April 12-16; President Hargis will send a letter to Governor Brad Henry requesting a declaration for the State of Oklahoma. GPSGA plans to have a picnic for graduate students on campus to celebrate the occasion.

**Relationship with SGA**  Seshadri reported that GPSGA is working to sever financial ties from SGA.

**Right to Research Resolution**  Considerable Council discussion ensued regarding a GPSGA resolution supporting the proposed “right to research” federal legislation, which would provide for includes open internet access to all journal articles based on federally funded research.

**SPEAK Test Appeals**  Seshadri mentioned that he has received questions regarding the existence of an appeal process on SPEAK exam. Dean Emslie noted that, beginning Fall 2010, the University will utilize another test to replace the SPEAK.  Emslie reminded everyone that ITA certification is not the purview of the Graduate College or Graduate Council, but rather the Instruction Council.

**Graduate College Report**

**Graduate Assistant Responsibilities and Benefits.**  This will be an agenda item at the next Deans Council meeting.  This policy clarifies the limits of employment associated with graduate assistants and defines summer employment as that attained between the end of the spring semester and the beginning of the fall semester, not during the summer session. The limit for fall/spring is 340 hours, for summer the limit is 540 hours. Requests for exceptions would be made to the academic colleges.

**Budget**  Dr. Emslie also reported that support for graduate assistants (tuition waivers, supplements) is largely intact despite recent modest budget cuts.

**RCR modules**  In response to a question, Dr. Emslie pointed out that students need only to complete **one** of the online module options. Certification of the completion of the requirement is denoted on plan of study by a signature of the department head or representative. College deans can approve replacing the online modules with other requirements.

**Requirements for Graduate Coordinators**  The resolution passed by Council is pending approval from other university groups.

**Doctoral Candidacy Reception**  is scheduled for February 17.
New Business

Report of Extensions for Degree Completion 2009. Associate Dean Payton distributed summary information regarding extension requests and approvals for 2009. Payton reminded Council that the review of these requests was once the purview of Graduate Council, but that responsibility now resides with the associate dean of the Graduate College, with an annual report to the Council. Dr. Payton also briefly reviewed the steps of requesting the extension, including a plan of completion from the student and advisor. He reported that in 2008, a total of 15 extensions were granted, while for last year (2009), 30 extensions were granted. Some of the 30 are actually duplicates (first requests followed by second requests when the first extension did not result in a completed degree). For second extensions the student and the advisor are required to sign a document that acknowledges that the second extension is final and they will not ask for a third extension. Only one extension request was not granted when an OSU-Tulsa student requested a third extension.

The Graduate College has suggested that a possible remedy for this situation is to require advisory committees to meet more often to make sure students stay on track and able to complete their degree within the time limits. Payton was asked if there appeared to be a pattern with certain faculty advisors having students needing extension. He responded that there were a couple of faculty members that have shown up multiple times. Proportionally, more students from OSU-Tulsa require extensions, but he thought that was a function of the part-time nature of most of those students. Council discussed what might be done to alleviate this problem, and asked Payton to prepare a document for further consideration.

Forms submitted to Graduate College by students Dean Emslie expressed concern that it appeared to be common practice at OSU for the results of examinations of graduate students (e.g., thesis defense, doctoral candidacy) to be submitted to the Graduate College by the student being examined. He believed that the responsibility of such reporting should lie with the student’s advisory committee. Council agreed in principle, and the Graduate College agreed to add appropriate draft language to the pertinent forms and to bring back suggested changes to Council.

Old Business

Renaming thesis/dissertation courses Dr. Caneday had sent a Graduate Council resolution to Councilors. Following a motion (Price) and a second (Scott), Council unanimously agreed to adopt the resolution subject to minor edits.

Graduate minors Dr. Payton reported that there was a request received today for a QFE minor. This issue is still a pending Council issue and it was suggested that Council, at a minimum, determine what the approval process for graduate minors should be. Caneday agreed to have this issue discussed at the next Council meeting.

Revisions to Group Bylaws Dean Emslie reminded Councilors that their respective Groups should be working on bylaw revisions to bring them into consistency with the graduate faculty bylaws. Dr. Scott distributed copies of Group II bylaws that will hopefully be
adopted this semester. Emslie commended Group II and suggested that other groups might well wish to utilize some of the language in the Group II bylaws as they develop their own bylaws.

**Other**

The next scheduled Council meeting is during Research Week, the scheduled March meeting is during spring break. Dr. Caneday suggested that both meetings could be replaced with a meeting on March 5. As a note of upcoming duties, the five year academic program reviews will be distributed when they are available.

Meeting was adjourned at 2:23 p.m.