

# GRADUATE COUNCIL MEETING MINUTES

September 5, 2018, GBB 202, 12:00 – 1:00 PM

*Members Present:* M. Beivers, L. Broberg, C. Nelson, M. Murphy, C. Palmer, S. Rinfret, S. Ross, R. Smith  
S. Stan, E. Voronina, N. White

*Members Absent/Excused:* B. Baker, M. Mayer

*Ex-Officio Present:* A. Kinch, N. Lindsay, S. Whittenburg

## CALL TO ORDER

- The minutes from 4/25/18 were approved.

## COMMUNICATION

- Members introduced themselves and new members were welcomed. It is important that the Council inform the administration of issues that impact graduate programs since we are in the process of establishing priorities.
- Assistant Dean Kinch provide updates from the Graduate School. Britney will go on Maternity Leave September 14<sup>th</sup>. Her duties will be covered by a temporary arrangement. If you have pending admission questions contact her now. The Graduate School will launch a new website soon.
- The Western Regional Graduate Program no longer requires graduate programs to demonstrate distinctiveness to participate in the tuition reciprocity agreement. The new process announced last July allows campuses to determine their procedures. The Graduate School sent a memo to Graduate Program Directors outlining the process (sent to Council members). The Graduate School will work with programs who want to use the program to 1) diversify student enrollment; or 2) fill seats that would otherwise be unfilled. The deadline for departments to apply has changed to September 18<sup>th</sup>. The Graduate School can help programs with the data analysis required for the application.

The diversity category may include recruiting in a new geographic area considering it is harder for faculty to travel for recruiting trips. The Graduate School is funding some recruitment efforts. It provided \$10,000 for faculty this summer to recruit while attending conferences.

- Graduate student numbers may be up slightly. The number of new graduate students may be slightly down, but we don't yet have the final numbers. The number of applications are similar to last year, but the number of applications not evaluated is higher. This could be the result of the shortage in staffing. The Graduate School will reach out to departments at the end of September.
- The curriculum deadline is September 28<sup>th</sup>. The Council should plan to complete all level I and II proposals by the December Faculty Senate meeting, in order for them to be approved by the

BOR and implemented fall 2019. The Council conducts curriculum review through various subcommittees. UG courses are reviewed by both ASCRC and Graduate Council. The Council is primarily concerned with the graduate increment for these courses.

- Subcommittees also conduct an internal review of program review documents. There is an extensive list of programs scheduled for review this year. However, the Council does not conduct its review until the internal review materials (due to Provost’s Office end of September) and external review (scheduled by department) reports are available. There is often a delay for the external review report. So it is likely that not all the materials will be available this spring

Funding for the external review comes from the Dean’s Office. Typically there is one reviewer because of cost constraints. The University provides \$500 for onsite review plus airfare and accommodations. Offsite reviews cost \$250. Faculty who have participated in other campus reviews recommend the use of multiple reviewers for a more meaningful exercise. The programs below are scheduled for review this year.

Social Science	Professional Schools	Science
Anthropology (Linguistics) Global Public Health Nonprofit Administration Psychology Sociology	Gerontology Journalism Physical Therapy	Chemistry & Biochemistry

The Council will need to consider workload issues when the materials are available considering 5 programs are in the Social Sciences, 3 in the Professional Schools, 1 in Science and none in Humanities

## BUSINESS ITEMS:

- The following members agreed to serve as Subcommittee Chairs:
  - Humanities – pending
  - Professional Schools – Cara Nelson
  - Science –Cory Palmer
  - Social Science – Sara Rinfret
- Professor Nelson, Chaired the Doctorate Interdisciplinary Studies Admissions Committee last year and has some recommendations, including transitioning to one committee. She will call a meeting of the DIS Oversight Committee to discuss the recommendations and report the results to the Graduate Council. The results should be discussed prior to curriculum review (in the next few weeks).
- Accelerated Graduate Degree guidelines / best practices are needed. Programs need guidance in terms of tuition and financial aid ramifications. The students’ transition from undergraduate to graduate student can be complicated. Standards for the various models will be helpful.

- The petition to waive the GRE for Public and Community Health was approved. Obstacles should be eliminated as long as standards are in place.
- Next week the Council will discuss concerns about the impact a student credit hour model will have on Graduate programs.

## GOOD AND WELFARE

- Graduate students are required to complete the Bystander Training. Any questions should be addressed to Erinn Guzik, Student Conduct Officer
- Associate Provost Lindsay informed the council of a meeting taking place now in UH 004 regarding scheduling issues with 25live. Anyone that has had issues may wish to attend.

## ADJOURNMENT

The meeting was adjourned at 12:55 p.m.