Graduate Council Meeting Minutes
140 Toomey Hall
12:00pm Wednesday, January 4, 2017


Chair Umit Koylu called the meeting to order, 12:00 pm

Roll call-J. Winiarz

1. Approval of minutes from November 2, 2016 meeting. Motion to approve as written: Corns; second: Hilmas; approved

2. Stipend X recommendation for AY17-18
   a. Several council members suggested that 1.1X – 1.3X may be too large of a raise (as much as 30%) and may be difficult to accommodate on existing grants
   b. Several council members suggested that data should be collected from comparable institutions to justify the recommended 5% across-the-board raise, especially concerning; tuitions waivers, tiered stipends, and their impacts

3. Graduate Faculty Rules & Regulations
   a. Update to wording in Section IV. ELECTION TO MEMBERSHIP, D
   b. Motion from committee: approved

4. Update wording in the graduate catalog regarding minimum scores for TOEFL and IELTS for graduate students
   a. Motion to approve with amendments: Insall; second: Gertsch; approved with the following amendments
      i. “ESL” should be spelled out
      ii. By whom ESL is “recognized” should be indicated (ex. Dept. of Edu., ICE, INS, etc.)

5. Graduate Coordinator Guidelines - Formation of a committee to establish guidelines for graduate coordinators focusing on “lessons learned” and “best practices”
   a. Several council members suggested that
      i. Any such committee should consist of experienced graduate coordinators, and
      ii. The graduate coordinators should be consulted to ascertain whether this endeavor should be pursued

6. Awards Committee
   a. Nominated were; Matt Insall (science), Joe Newkirk (engineering), Kate Drowne (arts/humanities/social sciences), Keng Siau (business), and Amanda Kossuth (staff)

Meeting adjourned by Chair Koylu, 1pm