

**Graduate Council Meeting**  
**23 April 2012**

Present: J. Newkirk, V. Allada, L. Costoplos, R. Stephenson, V. Yu, Y. Lin, R. Landers, P. Worsey

**1) November 29th Meeting Minutes-** Approved

**2) Proposal to revise Thesis/Dissertation submissions (Maggie Trish):**

- a) **Require electronic submissions (Scholar's Mine)**
- b) **Set time limits on held Theses/Dissertations**

Grad Council Response:

- How much effort is required to convert/format their paper to the proposed university template?
- Need to know more about what is required.
- Office of Graduate Studies submits electronic copies to the library- need for a test run.

**3) Proposal to eliminate bound copy of Theses/Dissertations (Daniel Tauritz)**

Motions:

1. The Graduate Faculty Council recommends to the Graduate Faculty that either electronic or bound Theses/Dissertations will be an option effective September 1<sup>st</sup>, 2012. (Motion by Worsey, seconded by Landers) *Motion 1, voted on and approved.*
2. The Graduate Faculty Council recommends to the Graduate Faculty that the university require electronic submissions of all Theses/Dissertations beginning June 1<sup>st</sup>, 2013 and eliminate bound paper copies effective June 1<sup>st</sup>, 2013. (Motion by Worsey, seconded by Landers) *Motion 2, voted on and approved.*
3. The Graduate Council requests the Office of Graduate Studies to prepare a detailed proposal on the electronic submission process and possibility of an automated process by November 1<sup>st</sup> 2012. (Motion by Newkirk, seconded by Stephenson) *Motion 3, voted on and approved.*
4. The Graduate Council requests an option of 1 year, 2 years, or 5 years as options for hold on Theses/Dissertations on Graduate Forms 2&7 (Motion by Stephenson) Landers adds: A note will be inserted stating that the university will make a reasonable attempt to notify Thesis/Dissertation author before removing the hold. *Motion tabled for the next Graduate Council Meeting.*

**No New Business**

Meeting adjourned 3:22 pm.