

Graduate Council Meeting Minutes

140 Toomey Hall

12:00pm Wednesday, February 25th, 2015

Present: J. Newkirk, V. Allada, S. Matson, L. Costoplos, A. Neckermann, V. Hudgins, A. McMillen, L. Cerney, L. Patton, S. Long (also for C. Dagli & Engineering Management), K. Wagner (for R. Landers), R. Flori (Engineering & Computing), J. Myers, B. Dubois, F. Liu, P. Worsley, J. Winiarz, N. Weidner, E. Ronchetto, D. Wright, M. Insall, F. Liou, G. Hilmas, J. Sarangapani, E. Ronchetto

Not Present: Y. Huang, M. Davis, A. Alajo, M. Meagher, W. Yang, B. Bai, P. Neogi, N. Maerz, C. Elrod, K. Siau, S.N. Balakrishnan

Meeting called to order by President Joe Newkirk at 12:08pm

1. Roll call-S. Long
2. Approval of minutes from January 28th meeting and re-approval of minutes from December 3rd meeting. The minutes of the meeting from 28 January were approved as written (Motion: Dubois; Second: Insall).

Dr. Allada requested corrections to the minutes of 3 December to reflect the final policies for the strategic student funding initiative. Correction as below:

A. VPGS Report (**Amended by Dr. Allada, 1/28/15**):

- i. Stipend X: the level for Stipend X will be reviewed and approved at the upcoming Graduate Faculty Meeting.
- ii. Strategic Funding: by January, the VPGS hopes to have a process in place for allocating the PhD Recruitment and Retention Funds. Preliminary allocation includes
 - a. \$100,000 to be used to bring prospective PhD applicants to campus for site visits
 - b. 20 New Chancellor's **Distinguished** Fellowships (Domestic Students) ~~with \$5,000 Fellowship to be used for conference travel, 0.4-0.5 FTE GRA, and tuition and fees~~
 - c. 50 New GRA/GTAs (Domestic or International Students)
 - d. Entrepreneurship Awards

Approved (Motion: Insall; Second: Winiarz, Weidner)

3. Committee Reports

- a. PhD Residency Adhoc: President Newkirk reported that the committee met on 2/12/15. The committee will propose that residency for campus students be counted based on semester, rather than credit hour. The committee will also propose alternate residency options for distance students. It will be the responsibility of the advisor to track student progress on alternative residency metrics and report to the VPGS each semester. To date, there are approximately 40 distance PhD students. **Action Item (AI):** The committee will have language to review for the March GFC meeting (on 18 March).
- b. Executive Committee
 - i. Meeting with the Provost: Provost Marley approved a \$5,000 annual budget to support GFC lunches, President Expenses, and the GFC banquet. Previously the costs for GFC meetings, etc., had been funded solely by the VPGS. Dr. Long recommended that a note of appreciation for Dr. Allada be placed into the minutes; approved!
 - ii. End of Year Banquet- April 24th at Matt's Steakhouse: GFC members, staff and their spouses are invited to attend the end of year banquet. Provost and Mrs. Marley will be invited. Two awards will be given at the dinner. One for outstanding faculty contribution

and the other for outstanding staff contribution. **AI:** Nominations are sought for these awards.

- iii. Public House Social- March 5th : Event will occur at Public House from 5-8pm. Lauren will send an announcement for the social to GFC. **AI:** Lauren
 - iv. Graduate Faculty Membership (NTT/Adjunct): No recommendations are ready at this point; fact finding still underway.
 - v. Nominations for Officers: Nominations for all officers will occur at the end of the semester. Dr. Newkirk has indicated that he will step down at the end of this term; he will poll the other officers (Long, Secretary; Myers, Parliamentarian) to see if they wish to run again. **AI:** Nominations to President Newkirk.
- c. Membership Committee: No report
 - d. VPGS report
 - i. Doctoral Recruitment/Retention Initiatives: Dr. Allada presented information on the initiatives and distributed three flyers (attached to the minutes). **AI:** Questions to Dr. Allada

4. Graduate Catalog Updates

- a. Timeline set by Registrars: (D. Jackson, Registrar): Registrar Deanne Jackson attended the meeting and discussed the above information with GFC. She amended Item v. to read that all edits/updates go live August 1st. She noted that regulations update continuously, but the catalog updates only update annually. Errors, however, are corrected in real-time! She confirmed that voted, approved changes from GFC trump the catalog and that this is noted in the front matter for each catalog. Updates are accepted at any time following a vote to change.
 - i. First proof sent to units at the beginning of February
 - ii. First round of edits are due back to Registrars by March 1st
 - iii. Second proof sent to units by mid-April
 - iv. Final edits due to Registrars by mid-May
 - v. All edits/updates go live September 1st
- b. Application for Graduation- Electronic Submission- Informational Item (D. Jackson, Registrar): Registrar Jackson informed GFC that the application for Graduation is now online.
- c. Graduate Catalog Updates: Due to time constraints, tabled (Motion: Insall, Second: Myers)

5. A 6000 level graduate seminar with mainly invited speakers can be used for a 1 hr credit towards the 6000 requirement in a semester. A report based on one of the topics covered, along with attendance, will be used to determine the grade. (M. Al-Dahhan). Due to time constraints, tabled (Motion: Long, Second: Insall).

6. 490 course adjustment- 5099/6099 (VPGS & Chair)

- a. Informational: How Office of Graduate Studies is coding research courses. Because departments are using both 5099 and 6099, Graduate staff manually code so that 5099/6099 pull properly into the DARS for all students.
- b. For discussion: Remove 5099 completely and map all 490 to 6099. Approved (Motion: Long, Second: Insall). Discussion: Dr. Hilmas recommended that the motion be amended and sent to departments for comment prior to adoption. **AI:** Item sent to departments (Lauren on behalf of President Newkirk). Comments due by 18 March.

7. 200 level course mapping issues (Chair): Lively discussion ensued regarding issues with consistency in the course mapping process. Overriding support for providing a graduate education experience for students regardless of numbering. Suggestion that 4000s be renumbered 5000 level by departments if meant for graduate students. Dr. Worsey confirmed that this is a simple matter of submitting relevant forms to curriculum committee.

8. Graduate Faculty Membership: Due to time constraints, tabled (Motion: Long, Second: Myers).

- a. Should S&T continue to review? (R. Landers)
- b. NTT as members
- c. Adjuncts as members

9. New Business: Due to time constraints, tabled (Motion: Long, Second: Myers).

Motion to adjourn: Myers. Meeting adjourned by President Newkirk, 1:11pm.