

Graduate Council Committee Meeting Minutes
Mendenhall Student Center 221
December 12, 2011
3:00-5:00 PM

Present: Allen, Rose; Atkinson, Terry; Decker, Jim; Gares, Paul; Gemperline, Paul; Kasperek, George; Keiper, Brett; Lamson, Angela; McFadden, Cheryl; Rachlin, Sid; Ries, Heather; Scavo, Carmine; Schwager, Paul; Sprague, Mark; St Amant, Kirk; Thompson, Robert; Williams, Blaise; and Terry West

Guests: Armstrong, Robin; McConnell, Tom; Patterson, Belinda; Summerlin, Karen; and Paul Zigas

1. Call to Order
3:24 PM

2. Approval of the November 21, 2011 Graduate Council minutes
Approved

3. Approval of the November 2, 2011 Graduate Curriculum Committee Minutes
Action Items

- Revision of existing degree: MA in English
- Editorial revision of departmental text: Department of English
- Proposal of new course: CHEM 6998
- Revision of existing course: CHEM 9000
- Revision of existing degree: MS in Chemistry
- Revision of existing courses: OCCT 6400, 6650
- Revision of existing courses: OCCT 6450
- Deletion of existing course: OCCT 6455
- Revision of existing degree: Master of Science in Occupational Therapy
- Proposal of new courses: LEED 6901, 6902, 6903, 6904, 6905, 6906, 6907, 6908, 6909, 6921, 6922, 6924, 6925, 6926, 6929
- Editorial revision of existing course: LEED 6803
- Deletion of existing courses: LEED 6801, 6802, 6804, 6806, 6807, 6808, 6809, 6810, 6812, 6820, 6823, 6824
- Deletion of existing courses: LEED 6334
- Revision of existing degree: Master of School Administration
- Proposal of new course: SENG 6247, 6285
- Title revision only of existing course: SENG 6255
- Revision of existing degree: MS in Computer Science

Approved

4. Approval of the November 16, 2011 Graduate Curriculum Minutes

Action Items

- Proposal of new course: SENG 6247, 6285
- Title revision only in existing course: SENG 6255
- Revision of existing degree: MS in Computer Sciences, MS in Software Engineering
- Proposal of new course: REHB 6340
- Revision of existing course: REHB 6300
- Revision of existing degree: MS in Substance Abuse and Clinical Counseling
- Revision to request authorization to plan PhD in Economics approved 10-05-11 GCC meeting
- Proposal of new courses: ECON 8660, 8670
- Revision of Departmental text: Department of Economics
- Revision of proposed degree: PhD in Economics

Approved

5. Length of term assignments for Council members

Council members agreed with length of term assignments

6. Patent Agreement Form

- To implement this policy, part of the Graduate School's orientation will be dedicated to signing the patent agreement form
- An online option in the form of training modules will also be offered for students unable to attend orientation
- As a back-up implementation mechanism, the Graduate School will monitor compliance through manual holds on Banner records
- All graduate students (including graduate certificate seeking students) are bound by the patent agreement
- Most schools do not have undergraduate students sign a patent agreement form
- Form revisions:
 - Delete student worker (not exclusive)
 - Insert bullet for certificate and other graduate students (EdS)
 - Eliminate request for information on both agreement forms

Approved by the Graduate Council for use with Graduate Students

7. Student appeals for term extension

- The last 2 extension requests for over 10 years were approved because of a medical situation and an institutional advising error
- Requests were for a one or two semester extension (to take additional coursework to maintain currency or complete coursework to degree)

- Routine extensions (over 6 years) will be reviewed/approved at the Graduate Council Executive Committee
- A list of documenting decisions by the Executive Committee will be distributed at Council meetings
- Requests for extensions for over 10 years will be brought to the Graduate Council for review

8. Appendix F

- Comments from forums, Associate Deans, and Graduate Coordinators and Directors were considered by the working group revising Appendix F
- Changes consistent to the framework developed during the interim regulation were applied
- The terms 'Coordinator' and 'Director' are used generically
- Once the final version is approved by the Graduate Council, an open meeting will be held for all Graduate Faculty to attend to discuss Appendix F revisions
- Graduate Faculty members will vote electronically (approved by the majority of the Graduate Faculty) after this discussion, through Qualtrics to ratify Appendix F
 - If response rate is low will vote through the units
- Section II revisions
 - Section D – "One faculty member per college or Brody school of Medicine nominated by each college or the Brody School of Medicine Dean" – change suggested
 - Vice Chair added to Section D (elected to serve 1year term by the GCC)
 - Delete 'review' and 'consider' from each line
 - Change the term 'college to 'discipline'
 - Suggestion to add a mechanism for modification of document
- Section II Discussion:
 - All Graduate Faculty members should be allowed to bring recommendations for agenda items to the Graduate Council Executive Committee
 - Suggestion to establish a time limit between a request for an agenda item and when the issue is addressed in a meeting
- Suggestions for changes to Section II will be incorporated and considered at the next Council meeting
- Suggestion for including the one paragraph on requirements on graduate faculty rank for adjunct faculty, from Section I, to be included with Section II changes consideration at the same time

9. Announcements

- Action plan for increasing graduate enrollment (comprised of 8 themes: quality, marketing and recruiting plans, opportunities for growth, increasing retention and graduation rates, faculty capacity and workload issues, reducing barriers to

admission , offsetting threats to currently enrollment, and increasing competitiveness of graduate assistantship stipends) is being reviewed by the Associate Deans and will be sent for review by the Graduate Council

- Positive feedback received from the Chancellors Executive Cabinet
- A marketing board and implementation team will be developed to set strategic marketing goals and monitor expenditures of advertising dollars as well as outcomes of marketing efforts
- A baseline amount of funding has been allocated for graduate assistantships to meet a sustainable level, however above this level a certain percentage of the budget may be discretionary

10. Adjourn
5:05 PM

The next meeting will be Monday, January 9, 2012

Respectfully
Submitted,

Amy E. Tripp