Members Present: Marge Maxwell, Kristin Wilson, Eve Main, Kirk Atkinson, Carl Dick, Chris Groves, Lance Hahn, Angie Jerome, Shannon Vaughan, Molly Kerby, Ron Mitchell, Andrew Rosa, Richard Dressler, Lauren Bland (for Amy Cappiccie), Eric Reed

Members Absent: Carl Myers, Amy Cappiccie, Kurt Neelly, Leyla Zhuhadar, Steve Wells, John Hay,

Guests Present: Colette Chelf, Laura Upchurc, Scott Gordon, Danita Kelley, Cathleen Webb, Tiffany Robinson, Melissa Davis, Sylvia Gaiko, Andrew McMichael

Meeting presided by Chair Shannon Vaughan (for Kurt Neelly).

I. Call to Order

II. Consideration of December 10th, 2015 minutes.
   *Hahn/Atkinson, motion to update December minutes to reflect that there will be a Research Grants Committee meeting on April 1, 2016; passed.
   *Atkinson/Wilson motion to approve revised minutes; passed

III. Committee Reports

   a. Curriculum Committee; Report Included, Discussion
      *Maxwell indicated the curriculum committee met on January 6, 2016; requested proponents use Graduate Council forms located on the website;
      *Dressler questioned abbreviation BDAS; Webb stated Brewing and Distilling Arts and Sciences, housed in Ogden and Potter College Dean’s Offices; Vaughan stated that BDAS needed to be moved to the action agenda if more discussion was needed;
      *Hahn made motion that the Brewing and Distilling Arts and Sciences new certificate program and the certificate in Organizational Leadership be moved from the consent agenda to the action agenda for discussion;
      *Hahn made motion to approve the consent agenda; passed;
      *Hahn questioned if BDAS workload would be distributed across Biology, Chemistry and History; Webb indicated that eventually Agriculture or Architectural Manufacturing and Sciences, Biology, and/or Chemistry may participate in the program;
      *Hahn questioned need for a Graduate Assistantship or Graduate Research funding; Webb did not anticipate needing either;
      *Wilson asked if there was a location for the distilling equipment on campus; Webb stated that there was a brewery on campus located at the Center for Research and Development, and it is the largest brewery at a university campus in the country;
      *McMichael indicated that the program has received an external donation to provide funds to hire instructors and/or graduate assistantships if needed, without having to use
university funds;
*Vaughan questioned who is the program point of contact; McMichael indicated himself
and Dr. Webb; McMichael stated that the program anticipates that this certificate would
be an add-on for students who are taking another primary program and some of the
courses included in the certificate program already contain some content related to
teaching alcohol so no additional faculty required;
*Wilson asked if certificate was available for graduate and undergraduate students;
*McMichael responded available to undergraduate and graduate and the undergraduate
proposal was presented to the Senate in December;
*Hahn questioned how the two certificates were different; Webb indicated that the
graduate certificate is focused on professional development with associated business
classes, as the student may be a working practitioner;
*Vaughan asked how the certificate would be awarded; McMichael explained that Ogden
would manage the graduate students and Potter will manage the undergraduate students;
*McMichael explained that the certificate would be offered under both Ogden and Potter
in the catalog; Vaughan questioned if it could be listed under both colleges in the
Graduate Catalog; Chelf confirmed dual listing;
*Hahn call to question;
*Hahn/Jerome move to approve; passed;

*Atkinson/Jerome move to approve discussion of certificate in Organizational
Leadership;
*Hahn questioned the certificate in organizational leadership having several nursing
courses and whether this should be a new nursing certificate; Price stated only one three
hour nursing course option being added; Jerome stated that the student could take any
course as elective and questioned the 50% rule (i.e. individuals in a specific program
should earn 50% of the same credits for completion); Gaiko stated the six hours are
capstone courses and practicum courses and they are considered common content; Price
explained that everyone would take LEAD 500 plus one of the other courses listed;
*Jerome asked if intent of change was to allow a nursing student get a certificate more
easily; Mitchell yes; Price said that it is her understanding that there is a real need for this
among the nursing students; Mitchell stated nursing indicated a tremendous need by 2020
because so many are leaving nursing field as they are lacking in leadership training and
requested inclusion in the organizational leadership program to include them in their
certificate; Hahn identified that nursing student could take Lead 500 and earn the
leadership certificate; Jerome agreed because the electives can come from nursing and
three hour core course as well; Price indicated certificate is designed to be
interdisciplinary; Jerome clarified that earning both the nursing degree and a certificate
would only include one extra course beyond the nursing courses; Kelly stated students
are currently allowed to duplicate 12 hours toward both a degree and certificate; Gaiko
stated several programs use this duplication as a marketing tool to recruit students; Kelly
stated many students are working professionals and ability to double count these hours
helps them professionally; Chelf stated double counting between a degree and certificate,
or two certificates, is common; Vaughan stated MPA students use elective hours to earn
certificate, but use only core classes for master’s; Jerome stated that communication only
allows 6 hours to overlap between master’s and certificate; Main explained Dr. Baker and
Dr. Blackburn have consulted on these courses as appropriate for the certificate; Vaughan
asked if proposed certificate courses are part of core nursing degree or electives; Main
explained they were electives, but are not extra electives; McMichael asked if the nursing
courses were open to everyone; Main answered that they were not, but this was just one
option with this certificate program; Jerome asked if other programs could take advantage
of revising organizational leadership certificate; Atkinson explained that many times students begin pursuit of a certificate program and continue to complete a degree program, so earning a master’s first and then a certificate is only opposite of what is already common, either way the advisor will recommend what they should be taking to fulfill the certificate; Hahn questioned Chelf if there were many cases where only one course is needed to get the certificate; Chelf deferred to Upchurch who stated that there are several degree programs which could have embedded certificate; Hahn asked if this proposal was voted down it would just be penalizing nursing; Chelf said yes, as the proposal to use common courses is common across existing certificates; Chelf suggested the council review the use of coursework in multiple programs as a whole rather than apply a different view to this single proposal; Atkinson call to question; Vaughan called for vote; passed (1 no, Jerome).

b. Student Research Grants Committee: No report included, Discussion
*Hahn stated that the council should have received an email with 3 documents; 1) a modification of the budget; 2) a revised Graduate Research Application with minor changes including: instead of requiring an additional statement from the advisor and the student stating there wasn’t any plagiarism it states by signing this document you indicate that there is no plagiarism in the materials that were submitted, the student bio says one page not just student bio; 3) proposed webpage edits adding “creative activity” and changing the language that was used; not only a letter acknowledging the application has been submitted by the faculty advisor, but also a letter of endorsement by the faculty advisor; would like evidence of an off campus entity being involved, for example, they must know you are coming; wherever there was research, it was changed to research or creative activity; included language about interview questions, focus group question, descriptions of observations; *Webb asked implementation date; Hahn immediately and would like revisions to be in place by the April 1st deadline; McMichael questioned eligibility stating the website says Graduate Research Fellows aren’t eligible for research grants, is that new restriction; Reed stated graduate fellows receive $1000 for travel and stipend which could be used for travel or research; Hahn stated this was his understanding as well and committee agreed that remaining students without any funding should be supported as well; Chelf stated need to add or amend language to this proposal to edit the Graduate Research Grant section in the graduate catalog as well; Chelf suggested program revisions on an annual basis so that what is advertised in the official publication (catalog) is correct all year to better inform students of opportunity and expectations; Hahn proposed to pass these changes if council agrees but committee will be tolerant of submissions following the old format for April since guidelines won’t be updated in the catalog; Jerome motion to approve; passed.

c. Policy Committee: No report, Discussion
*Jerome/Groves motion to approve Graduate Faculty Report; passed

IV. Report from Dean
*Reed reported India Pilot Project enrollment numbers are not available at this time because international students cannot enroll in courses until January 21, 2016; report in late December indicated that approximately 40 students stated they were going to attend, and anticipate no more than 50-60 will arrive; stated he had a meeting with Provost Lee and Brian Meredith, they were all in agreement that if another international recruiting trip is planned, a more detailed plan must be in place and have things written down so everyone will know what the expectations are; stated
that since Navitas no longer exists, he has spoken with a few of the departments that have been involved with Navitas to work on details as how to prepare and assist international students when they are here; those departments agreed that the admission process should be like a conditional admit process; details need to be worked out and have something definitive by the end of the semester so clear policies may be in place next year; 
*Jerome questioned if this will be all international students; Reed answered no and that this is to fulfill a contract/agreement with Navitas and those students will continue under their conditional admittance; 
*Reed stated there has been some interest among faculty within Graduate Council and executive committee to create a long term strategic plan for the Graduate School; over the course of the semester these groups will meet to develop a mission statement, some long term plans for the Graduate School, this will start with a wish list or job description for the upcoming Graduate Dean search; Dr. Fox, Dr. Plummer and Colette Chelf spoke last year about getting together with some of the Graduate Coordinators to discuss their experiences and common problems and issues, so the graduate program coordinators meeting is planned for February 24, 2016 from 3-5.

V. Public Comments

*Hahn stated that there had been discussion at the executive committee meeting as to the hiring of a new Dean and if the Dean should merged with Associate Provost for Research in Creative Activity or if that should be one office or two, and if the position of Graduate Dean should be an internal hire or an external hire and should there be an external search; *Hahn stated that he is opposed to having the Research in Creative Activities and Graduate School/Dean merged; 
*Atkinson agreed; *Jerome stated Graduate Council doesn’t have the authority to decide if the search should be internal or external; *Hahn stated that he that he thought it would at least be useful for the council to have an opinion/voice; *Reed stated that he did speak with Provost Lee about the search of the Graduate School Dean and Provost Lee indicated he would like feedback from the council before moving forward with the search; 
*Hahn made a motion that Dr. Reed communicate to Provost Lee that the council feels the Graduate School should not be merged with the Office on Research in Creative Activity; *Jerome stated that the council should provide reasoning as to why the two positions shouldn’t be merged; 
*Vaughan stated one reason is the Graduate School Dean needs to be focused on Graduate Education; *McMichael stated that when Provost Lee spoke to the council in a previous meeting he indicated he wanted those positions to be two separate people; *Chelf questioned the motion if Hahn meant the Graduate School Dean and VP of Research or Graduate School office and Research office; Hahn clarified he meant the position and not the offices; *Webb stated the Provost Committee feels that the two positions should not be combined; *Hahn/Jerome restated motion that Dr. Reed relay to Provost Lee that the council feels that the Graduate School Dean position should be independent from the Associate Provost for Research in Creative Activity; motion passed; *Reed asked if the Council had an opinion on when the Graduate School Dean search take place; *Vaughan explained the council should add to Dr. Reed’s report the Provost if the council prefers a speedy search or delaying the search and if it should be internal or external; 
*Jerome prefers an external search; *Groves prefers internal; *Dressler stated he thinks the search should be delayed for another academic year and thinks the Graduate School needs stability; 
*Reed indicated that the issue of stability would be better served by hiring someone now than a year from now *Groves thinks an internal makes sense if the search needs to move swiftly and it valuable to know who you are working with; non-binding poll was taken to determine if the timing of the search should be quick or not quick; council voted in favor of a quick search; non-binding poll taken to determine if it should be an internal or external search; council voted in favor of an internal search; *Reed stated he would share the council poll results with Provost Lee.
VI. Announcements & Adjourn

*Hahn/Atkinson motion to adjourn