



Graduate Council
Minutes – November 9, 2017, 3:00 p.m.
Academic Affairs Conference Room WAB 227

Members Present: Veletta Ogaz, Kirk Atkinson, Carl Dick, Dominic Lanphier, Laurie Branstetter, Amy Cappiccie, Merrall Price, Scott Lyons, Kristin Wilson, Hannah Guy, Allie Crume, Mercy Ebusetse, Eric Reed, Wes Berry, Ann Ferrell, Molly Kerby, Carl Myers, Leyla Zhuhadar, Alex Lebedinsky, Towhid Mahmood

Members Absent: Chris Groves, Martha Day, Richard Dressler, Kristie Guffey, Justavian Tillman, Divya Gangavelli, Gabrielle Bradley

Guests: Sylvia Gaiko, Scott Gordon, Laura Burchfield, Cathleen Webb, Danita Kelley, Bob Hatfield

1. Call to Order *Wilson
2. Consideration of October 12, 2017 minutes (Appendix A)
*Atkinson/Kirby motion to approve; Veletta Ogaz is moved from guest slot to member slot; passed.
3. Graduate Enrollment Report (Appendix B)
*No discussion; Wilson comments on the report to senate executive committee meeting from the prior month. The comment was made that the certificate enrollment did not match the persons knowledge of their own certificate enrollment. It important to state that this is unduplicated enrollment. When the student clicks that their first degree is a masters in something if their second is a certificate in something they disappear as an enrollment item on this report. If you are interested in program level decision making you may well want a duplicated report that will show you the people who appear in both the master's level and certificate. Scott Gordon went back to look and see what that difference were and it was 178 enrollments from duplicated to unduplicated - 155 were certificates. If you are interested in program level duplicated enrollment you might ask Scott to show you how to get it and run you a few numbers if you are interested in it.
4. Committee Reports
 - a. Policy Committee
*Wilson states that Ron Mitchell was our policy committee chair and he has resigned from the University. There was one item with the policy committee and that was the admission policy. Today the policy committee met, discussed, and voted. It is being voted on here today. The admission requirements for prospective students who have a bachelor's degree is less than a 2.75 GPA and

they have a master's degree with a 3.5 GPA should you be admitted to the university in good standing. The policy was not written that way but this wording would change that; Wilson entertains a motion to approve policy as amended; Ogaz/Cappiccie make a motion to approve; Kelley asks if this means just degree or credential; Wilson asks if they are wanting to broaden it to include credentials; Atkinsons states he would not be in favor of that and asks if we prohibit that now; Gordon states that if they are permissible to your certificate then they are permissible to your Masters; Reed states that he thinks the intent was to fix an anomaly not try to fix the entire admission process. The anomaly was that there are a small number of students who have performed very well in graduate programs and come with advanced degrees in their field but are not fully admissible to our programs. The kinds of example being brought up are the kinds that are subsets that can be dealt with by conditional admission; Gaiko asks what our benchmarks are doing; Lyons looked up at least half a dozen examples and most had something above a bachelor's degree that would allow for full admission. They did allow for a higher degree to count as an equivalent admission criteria; Wilson states that the language passed by the policy committee is displayed. We could entertain a friendly amendment to change the word from degree to credential if someone so moved to suggest such an amendment or we can move to a vote; Gaiko states that this is a first reading and Wilson states we do not have that process. Gaiko adds that usually you have a first and a second reading. Wilson agrees to do that and she will email it out to the council; Ogaz motions to withdraw; Wilson states that they do not have a chair and no one in the policy committee currently wants to chair the committee. A chair will not be selected since they do not have any items on their agenda.

b. Curriculum Committee (Appendix C)

*Atkinson motions to approve agenda submitted to Graduate Council and Ferrell seconds the motion; Atkinson states he will include a list of proposals so people can look back and see what has been done. The first two programs came through and they were both program suspensions. It will not impact students and Gaiko said the programs can be brought back in five years. Most of the others are course revisions and some new courses. All the GOS used to be course revisions and they are trying to change over to GOL for consistency. You can see the learning outcomes so that is something that can be stored there. The LEAD from Kristie Guffey is a new course proposal and two from Shannon Vaughan; Wilson asks if there are any questions and calls for a vote; passed.

c. Student Research Grants Committee

*Berry states there were 21 research grant proposals with a total of \$35,000 requested.

5. Report from Dean of the Graduate School

*Lyons revisited the subject of graduate appeals. Due to the volume, sensitivity, and how involved some appeals are he would like to appoint a three person committee to vet some of the more delicate appeals. Lyons is trying to get this in place for the spring semester to try out. The committee would only review a small percentage of appeals; Atkinson requests an example of an appeal Lyons would approve easily and Lyons states a course substitution; Gaiko debates that a course substitution is not an appeal; Lyons says it has been treated that way since he began; Price thinks that if the course substitution is approved by a faculty, department, and dean that it should be acceptable;

Lyons states his concern is that it could be taken advantage of and he is open to discussion; Wilson wants to ask around and see when this curriculum substitution began being treated as an appeal; Lyons states that IT is supposed to email Colette the program of study by 4:30 so testing can begin in The Graduate School; The Graduate Enrollment software RFP has expired and there are five bids from vendors. Presentations will hopefully be scheduled during the winter term; Wilson asked how much and Lyons states it is less than he anticipated; Wilson asks if there is enough operating budget funds to cover the cost of the software; Lyons states there is more of a year to year cost as opposed to a large upfront cost. The bids coming in are at 40-80 thousand dollar range; Lyons mentions that he is working with IT to improve the GA process. He goes on to explain that graduate assistants must be done on two epafs. This means that the last check for the fall is in December and they will not get paid again until February. They can fill out a third epaf to work in winter and get paid at the end of January; Kelly asked if they had to take a class and the answer is no; Price asks if the email can be sent out again; Lyons states Graduate Students can only work 20 hours a week in the winter; November 29th is the last Lunch & Learn event this fall; The Graduate School will not be doing another tailgating event this fall; President Caboni's speech went very well on Facebook and has been viewed over a thousand times; The Graduate School graduate assistant is currently working on an electronic newsletter which will be released once per semester; The Graduate School staff has attended more events this semester than any semester in the last five years. Jessica is sending contact information to the departments as well. Lyons discusses the graduate records position not being filled. The Graduate Executive Committee has been working on a resolution to send to senate; Wilson edits wording and entertains a motion to approve; Atkinson/Berry make a motion to approve; passed. Lyons was informed that \$840,000 will not be received for the 2018-19 budget from DELO. It reduces The Graduate School budget by 17.1% and 26.7% of the GA budget; Reed states this was not discussed in Budget Council; Lyons is calculating updated GA allocations and expressed looking into potentially cutting GA positions that are not located in academic colleges.

6. Public Comments

*Wilson comments they have had some questions on how the statement with permission of instructor and how it is used in the catalog. Atkinson has been tasked to take up that question of consistently.

7. Announcements & Adjourn

*Myers/Atkinson motion to adjourn.