Graduate Council
Minutes – December 7, 2017, 2:00 p.m.
Academic Affairs Conference Room WAB 239

Members Present: Kirk Atkinson, Martha Day, Carl Dick, Richard Dressler, Laurie Branstetter, Amy Cappiccie, Kristin Wilson, Justavian Tillman, Clarissa Lightsy, Allie Crume, Mercy Ebuetse, Eric Reed, Ann Ferrell, Molly Kerby, Carl Myers, Alex Lebedinsky, Chris Groves, Merrall Price

Members Absent: Leyla Zhuhadar, Dominic Lanphier, Kristie Guffey, Scott Lyons, Divya Gangavelli, Wes Berry, Gabrielle Bradley, Towhid Mahmood

Guests: Sylvia Gaiko, Cathleen Webb, Bob Hatfield, Tiffany Robinson, Laura Burchfield

1. Call to Order *Wilson

2. Consideration of November 9, 2017 minutes (Appendix A)
   *Kerby/Cappiccie motion to approve; passed.

3. Graduate Enrollment Report (Appendix B)
   *Wilson mentions that enrollment started a week earlier in the spring than last year so it looks a little different. Wilson also thought it was important to note that international enrollment is down one hundred. Wilson also wished to remind the council that the report shows an unduplicated headcount.

4. Committee Reports

   a. Policy Committee: Admissions Policy (Appendix C)
      *Wilson reports that Dean Lyons would like the policy pulled because he believes that Graduate School can accomplish the change without changing the wording. Wilson would like to wait to vote until Dr. Lyons is back to explain the process. Wilson entertains a motion to table this policy. Atkinson/Reed; passed.

   b. Curriculum Committee: Kirk Atkinson (Appendix D)
      *Atkinson makes a motion to approve the agenda. Groves/Cappiccie; approved.
c. Student Research Grants Committee: Wes Berry: The next round of research grants are due on January 31, 2018. There’s approximately $50,000 remaining in the budget. (Appendix E)
*Cappiccie announced that twenty-one applications were received and twenty were awarded. Only one student was given less than he requested. He was given all but the computer expense. The student who was not given an award had not submitted an IRB.

5. Report from Dean of the Graduate School: No Report
*Dr. Lyons is attending the Council of Graduate Studies this week.

6. Public Comments
*Wilson informs the council that she has sent separate emails to David Lee and President Caboni. She requested a meeting to wrap up the semester. Wilson and Carl are meeting with David Lee on December 13th and she has not received a response from the President’s Office yet.
*Wilson gives a GA allocations trend report. Over five years we are down in enrollment about 5% and down in GA allocations by 37%. Tuition waivers are steady and hit all went to stipends. The stipends budgets are going down 33%.
*Wilson reports that the resolution was not passed in senate; Atkinson clarifies that they were simply requesting Senate support the resolution and Senate thought it delved too much into HR.
*Wilson clarifies that Graduate Council is not required to do a first and second reading. They can choose to practice it either way.
*Wilson discussed that there is an Academic Affairs policy in the works that would take away the ability to put holds on student accounts. The language of the policy did not exclude The Graduate School. Doug McElroy is currently working with the stake holders to review the language and determine if it needs to be changed. It will go to Senate before it is passed in January or February; Atkinson stated that it is primarily focused on undergraduate education; however, it does not exclude Graduate education
*Webb said that the Strategic Planning Committees scholarly direction is focused on undergraduate research instead of graduate. Webb encouraged the council to strongly advocate for graduate education. Wilson says there is a form to fill out online or an email can be submitted to the chair. There is also an open forum at 2:45 PM at the Faculty House.
*Price added that she is on the committee regarding the holds policy and that additional holds deemed critical could be approved by CAD. Tiffany Robinson stressed how important the hold for application for graduation is. *Wilson also reported that she will be gone to South Africa until March 16th. In January Carl is going to take care of Graduate Council and Kirk will take care of things in March.
7. **Announcements & Adjourn**

* Groves asked if he could write a letter of recommendation for his advisee. That did not seem to be considered a conflict unless he was approving the application.
* Veletta Ogaz has resigned from the university and will no longer hold the senate representative position on the Graduate Council.
* Wilson announced the program of study is being tested in the Graduate School and changes are being made with IT.
* Wilson encouraged the members to attend the strategic meeting at the faculty house.
* Atkinson/Wilson motion to adjourn.