



Graduate Council  
Minutes — Thursday, August 22, 2019 3:00 p.m.  
Academic Affairs Conference Room WAB 227

Members Present: Alex Lebedinsky, Helen Liang, Ray Blankenship, Martha Day, Sarah E. Ochs, Aaron Hughey, Dominic Lanphier, Diane Marie Lickenbrock, Carl Dick, Ann Ferrell, Marko Dumancic, Jeff Budziak (for Cheryl Hopson), Richard Dressler, Adam West, Cheryl Davis

Members Absent: Scott Arnett

Guests: Evelyn Thrasher, Dennis George, Cate Webb, Danita Kelley, Scott Gordon, Colette Chelf, Laura Burchfield

1. Call to Order \*Ann Ferrell
2. Consideration of May 9, 2019 minutes (Appendix A) \*Dressler/Dumancic; approved
3. Opening remarks, review of Graduate Council bylaws and responsibilities, committee responsibilities and membership

\*Ann Ferrell reminds members to send a graduate faculty representative if they cannot attend a meeting. \*Ferrell encourages everyone to look ahead at how the ongoing CAPE execution and budget issues will continue to effect Graduate education. \*There are fifty-seven programs in the transformational category and thirty-one are graduate programs. Ferrell will be serving on the transformation task force that the Provost announced. \* The Graduate Council guidelines were updated last year to align with the Senate charter, and this included the clarification of the composition of committees. \*The committees will need to officially elect chairs at the end of the meeting.

4. Graduate Enrollment Report (Appendix B)

\*Scott Gordon explains that the report measures unduplicated head count. The report is used to see how our overall enrollment is doing in comparison to the previous year.

5. Committee Reports

- a. Graduate Council Executive Committee: GC membership (Appendix C)

\*Ferrell announced the elected spots in the colleges are filled, she is working on determining the Senate representative, and requests the colleges select their student representatives. Emily Anne Pride has expressed interest in serving as the SGA

representative.

b. Policy Committee: No report

\*Carl Dick announced the Policy Committee handles issues regarding Graduate School policy. The committee works closely with the Graduate School staff and Dean.

c. Research Committee: No report

\*Dominic Lanphier announced the Research Committee reviews research grant proposals for graduate students. The first round of grant applications is due September 18<sup>th</sup>.

\*Cheryl Davis announced we will have the \$10,000 budgeted amount and \$50,000 from the Office of Research. Thus, we will be starting with \$60,000.

d. Curriculum Committee: No report

\*Martha Day announced the Curriculum Committee meets once a month. The committee reviews program changes, new programs, course revisions, course deletions, and makes sure things are submitted correctly on CourseLeaf.

6. Report from Dean of the Graduate School

\*Cheryl Davis described the Graduate School Open House and was pleased with the opportunity to get to know the students.

\*The Graduate School Welcome Reception is from 6:00 p.m. – 10:00 p.m. this evening. Davis encourages the faculty and their students to attend.

\*The travel grant budget is not set since support services have not been told their reallocation budget. The first deadline is September 18<sup>th</sup>.

\*Colette Chelf has completed updates to the Graduate Catalog and distributed it for review. Any input needs to be submitted by tomorrow. Colette shared that the Graduate Catalog is ready to publish once the Undergraduate Catalog is ready. The Undergraduate Catalog will likely not be finalized and ready to publish until September. She will be working with Rheanna Plemons and Jennifer Hammonds this year to get UCC up.

\*Scott Gordon is working on our new admission software. Scott shared that the new application will be more flexible and student friendly.

\*There will be a nationwide search for Associate Provost of Research and Graduate Studies (the exact title has not been determined). Provost Stevens will come speak to the Graduate Council once there are more details to share. Cheryl Davis announced that she is planning to retire December 2020.

7. Public Comments

8. Break into Committee Meetings – Election of Committee Chairs
9. Announcements & Adjourn \*Carl Dick; adjourn