

MINUTES OF THE GRADUATE COUNCIL MEETING
September 24, 2002
Pending Approval

Meeting convened at 3:01 –Dean Atlas presiding.

Members present: John Firriolo, Vicki Hines-Martin, Carlton Hornung, Ruth Huber, Waldemar Karwowski, Bruce Kemelgor, Stephen Looney, Henry Luka, Phyllis Metcalf-Turner, Suzanne Meeks, Joseph Steffen, Grant Taylor, Deborah Voltz and William Wead.

Ex Officio: Michael Cuyjet and Richard Stremel.

Members Absent: Susan Griffin, Carolyn Klinge, Dismas Masolo, Peter Meyer, William Pierce, Ron Sahoo and James Wittliff.

Guests: Pamela Feldhoff.

1. Approval of the Minutes from the August 27, 2002 meeting of Graduate Council.
MOTION: To approve the Minutes of the August meeting with the correction of a spelling error. Moved by Bruce Kemelgor and seconded by Suzanne Meeks.
PASSED.

2. Announcements.

Dean Atlas recognized Council Member Vicki Hines-Martin for appearing on the cover of *Et Ultra* and the related story inside.

Dean Atlas announced that both the change in degree from Ed.D. to Ph.D. in the College of Education and Human Development and the change in degree name from Environmental Biology to Biology were approved by CPE.

3. Update on Graduate Enrollments.

Dean Atlas reviewed the current Graduate School enrollment situation. He relayed that the first assignment he was given by Provost Garrison upon assuming the deanship was the development of an Enrollment Management Plan for the Graduate School. This Plan provided that the Graduate School enrollment would meet the agreed to benchmarks set by President Shumaker and the CPE. The enrollment goal for 2002 was set at 4,400 graduate students. Our projected enrollment for Fall 2002 is 4,620. This enrollment meets the requirement for the year 2008. Only the Graduate School Interdisciplinary Degree Program and Speed Scientific School did not meet their enrollment projections.

The Graduate School has a significant role in four goals of the Challenge for Excellence:

- Achieve Carnegie Foundation Research I (now termed Doctoral-Research Extensive) status
- Achieve Graduate Student Enrollments of 4,600 students by 2008

- Achieve Diversity Enhancements by enrolling African-American students as 10% of Graduate Student body
- Achieve the awarding of 125 Doctoral Degrees per year by 2008

The first two of these goals have been met early. The Graduate School must now concentrate on maintaining enrollments and on the remaining goals and new challenges that develop.

At this point, Dean Atlas retired from the meeting for another appointment and Associate Dean Stremel chaired the remainder of the meeting.

4. Summer Research Opportunity Program Report

Dr. Pamela Feldhoff, the Director of SROP, presented an report on this past summers SROP experience. Nineteen students from diverse backgrounds as to their undergraduate institutions were immersed in a ten-week research experience. Students received stipends and, if needed, housing support and the laboratory hosting the student received a lab allowance. In addition to the research activity, students were engaged in activities related to orientation, ethics lectures, career day discussions, departmental and student presentations of research work, and the summer culminated in a poster presentation day. A total of 53 students participated in the various summer research opportunities available at UofL this past summer. The students are being queried about their experience as a follow-up, but all indications are that the program was a significant success. The presentations on poster day were particularly impressive. Associate Dean Stremel thanked Dr. Feldhoff for all her efforts on behalf the program this year. Dr. Feldhoff indicated that the Graduate School website for this program was updated at the end of the summer, so new inquiries are already beginning for summer 2003.

5. Report of the Nominations Committee

The Committee submitted the following selections for the various committees of the Graduate Council and the Graduate School. Dr. Wead was elected Chair of the Nominations Committee and he presented the report. Dr. Cuyjet questioned the duration of appointments for some committees and it was determined that the Faculty and Student Grievance Committees have four-year staggered terms while Honorary degree has a one-year term. All other Committees have a three-year staggered term. The parenthetical numbers following a committee member's name indicate the year of service termination. One vacancy on the Faculty Grievance Committee remains to be filled and will be considered at the next Council meeting.

Faculty Grievance Committee

(5 Tenured GF from 5 Units)

Elaine Wise, A&S (06)

Peter Meyer, CBPA (05)

George Cunningham, CEHD (03)

Deborah Scott, Nursing (06)

Honorary Degrees Committee

(5 Senior GF from 5 Units)

Robert Stenger, Law (03)

Debbie Voltz, CEHD (03)

Bill Wead, Medicine (03)

Jacek Zurada, Speed (03)

Terry Edwards, A&S (03)

Membership Committee

(5 Senior GF from 5 Units)
Carolyn Klinge, Medicine (03)
Joe Steffen, A&S (05)
Ruth Huber, Kent (03)
Jean Christensen, Music (04)
Ann Larson, CEHD (04)

Scholarship Committee

(3 Council from 3 Units)
Bill Pierce, Medicine (04)
Susan Griffin, A&S (03)
Waldemar Karwowski, Speed (05)

Curriculum Committee

(5 GF from 5 Units)
Karen Lind, CEHD (03)
Ron Sahoo, A&S (03)
Bruce Kemelgor, CBPA (04)
Pam Feldhoff, Medicine (04)
William Biles, Speed (05)

Nominations Committee

(5 GF from 5 Units)
Bill Wead, Medicine (04) (Chair)
Phyllis Metcalf-Turner, CEHD (04)
Waldemar Karwowski, Speed (04)
Vicki Hines-Martin, Nursing (03)
Grant Taylor, A&S (03)

Student Academic Grievance Committee

(5 GF from 5 Units)
Phyllis Metcalf-Turner, CEHD (04)
Dale Schuschke, Medicine (05)
John Firriolo, Dentistry (06)
Andy Frey, Kent (03)
Yvonne Jones, A&S (06)
Alternates:
Dermott Collins, Speed (03)
Ayo Adeagbo, Medicine (03)

MOTION: To approve the roster of Committees submitted by the Nominations Committee.
PASSED.

6. Report of the Membership Committee

Dr. Steffen presented the report for the Committee.

The following individuals were reviewed by the Membership Committee and are recommended as **Senior Members** of the **Graduate Faculty**:

- Theo Hagg, M.D., Ph.D., *Department of Neurological Surgery*, School of Medicine.
- Mariusz Z. Ratajczak, M.D., Ph.D., D. Sci., *Department of Medicine*, School of Medicine.
- David H. Adamkin, M.D., *Department of Pediatrics*, School of Medicine.
- Richard Germain, Ph.D., *Department of Marketing*, College of Business and Public Administration.

- Robert V. Topp, Ph.D., School of Nursing.
- Barbara J. Speck, Ph.D., School of Nursing.
- M. Cynthia Logsdon, D.N.S., School of Nursing.

The following individuals were reviewed by the Membership Committee and are recommended as **Members** of the **Graduate Faculty**:

- Peter L. Walton, M.D., *Department of Family and Community Medicine*, School of Medicine.
- Welby Winstead, M.D. *Department of Surgery*, School of Medicine.
- Theresa A. Rajack-Talley, Ph.D., *Department of Pan-African Studies*, College of Arts and Sciences.
- William I. Norton, Jr. Ph.D., *Department of Management*, College of Business and Public Administration.
- Cathy L. Bays, Ph.D., School of Nursing.
- Deborah S. Armstrong, Ph.D., School of Nursing.

MOTION: To approve the recommendations of the Membership Committee.
PASSED.

7. Discussion of Draft Policy on Graduate Faculty Status.

Background:

Several questions have been raised concerning the permanent continuation of Graduate Faculty status after retirement or reduction in effort. Should faculty who decrease their commitment to the University to less than half-time be allowed to mentor graduate students? The concern is that faculty with limited time commitment to the institution may not provide adequate mentorship for the graduate student over the time period needed to complete a degree.

The mentoring of graduate students should fall to those faculty willing and able to provide such training and to those programs willing and able to provide adequate support for the student. A faculty member that becomes incapable of continuing to mentor leaves the graduate student in a precarious position. Obtaining the guarantees of the departmental chair/program director and dean will ensure that support of the student will be maintained throughout the degree program.

Policy:

This Policy would change to Member of the Graduate Faculty the Graduate Faculty status of any member who reduces their effort or appointment to less than half-time. Suggestions abound concerning the definition of effort and half-time. The document will be edited and delivered to Council members with the next meeting announcement as an attached file.

8. Discussion of Draft Policy on Contact/Credit Hours

Background:

There currently is no standard at the University of Louisville for the equivalency of student contact hours and credit hours. This void was created by

the withdrawal of SACS Accreditation requirements for an equivalency of credit and student contact hours. With the rise of distance learning, SACS Accreditation is now focused on outcome measures. In the absence of recognized accreditation requirements, it is necessary for UofL to establish useful, uniform criteria.

The current term is of 14 weeks duration, excluding the final examination period. One hour of lecture is actually 50 minutes in duration.

Policy:

For all graduate level courses, one lecture hour (or equivalent instructional experience) per week for each week of the academic term constitutes one credit hour. Laboratory courses are considered at two and one-half contact hours per credit hour.

A question was raised concerning the definition of a laboratory course and it was noted that the director of the course defines the nature of the lab experience. It was also noted that this policy should emphasize student not faculty contact hours. It was also suggested that 500, 600 and 700 level courses be specified. The document will be edited and delivered to Council members with the next meeting announcement as an attached file.

9. Other Business

None

Meeting was adjourned at 4:28 p.m.