

MINUTES OF THE GRADUATE COUNCIL MEETING  
January 28, 2003  
Pending Approval

Meeting convened at 3:00 –Dean Atlas presiding.

Members present: John Firriolo, Vicki Hines-Martin, Carlton Hornung, Ruth Huber, Waldemar Karwowski, Carolyn Klinge, Henry Luka, Dismas Masolo, Peter Meyer, William Pierce, Ron Sahoo, Joseph Steffen, Deborah Voltz and William Wead.

Ex Officio: Ronald Atlas, Michael Cuyjet, and Richard Stremel.

Members Absent: Susan Griffin, Bruce Kemelgor, Stephen Looney, Phyllis Metcalf-Turner, Suzanne Meeks, Grant Taylor, and James Wittliff.

Guests: William Rising., Libby Leggett

1. Approval of the Minutes from the December 17, 2002 meeting of Graduate Council.  
MOTION: To approve the Minutes of the September meeting. Moved by Joe Steffen and seconded by Carolyn Klinge.  
PASSED.
2. Report of the Membership Committee.  
The following individuals were reviewed by the Membership Committee and are recommended as members of the **Senior Graduate Faculty**:
  1. Karen Christopher, Ph.D., *Program in Women's Studies and Department of Sociology*, College of Arts and Sciences.
  2. Brian W. Wattenberg, Ph.D. *Department of Medicine*, School of Medicine.
  3. Daniel I. Sessler, M.D., *Department of Anesthesiology*, School of Medicine.
  4. Gary L. Gregg II, Ph.D., *McConnell Center for Political Leadership*, College of Arts and Sciences.
  5. Sherri L. Wallace, Ph.D., *Department of Political Science*, College of Arts and Sciences.
  6. Robert A. Mitchell, Ph.D., *Departments of Medicine and Biochemistry & Molecular Biology*, School of Medicine.  
MOTION: Approve the Membership Committee recommendation on Senior Graduate Faculty.  
PASSED.

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

1. Carol L. Hanchette, Ph.D., *Department of Geography & Geosciences*, College of Arts and Sciences.
2. Larry D. Tyler, Ph.D., *Department of Mechanical Engineering*, Speed Scientific School.

MOTION: Approve the Membership Committee recommendation on Members of the Graduate Faculty.

PASSED.

3. Report of the Curriculum Committee.
  - Changes in Curriculum of the Biostatistics-Decision Science Program  
The Program Director recommends a number of “house-keeping” changes that reflect corrections of inaccuracies in course requirements and core designations within the Program and to maintain consistency with the program as presented to CPE. The Program Director also provided revised language for the Graduate Catalog.  
PASSED.
  - Master of Science in Human Resource Education  
The Department of Leadership, Foundations & Human Resource Education wishes to replace the M.Ed. in HRE with a M.S. in HRE. The rationale presented was that the name change would make the program more attractive to its intended audience. No one was present from the program to address questions.  
TABLED.
  - Master of Education in Counseling & Personnel Services with Concentration in Mental Health Counseling  
The Department of Educational & Counseling Psychology wishes to revise change the Concentration from Community Counseling to Mental Health Counseling. In addition the Concentration will be increased from 48 credit hours to 60 credit hours. Both changes are in response to recently enacted licensure laws in Kentucky and Indiana and brings the program into compliance with the National Board of Certified Counselors.  
PASSED.

Bill Rising provided Council background on a dual Ph.D. in Mathematics and M.S.P.H. in Biostatistics-Decision Science. The proposal has not yet been vetted through the Curriculum Committee.

4. Recommendation on Graduate Student Tax Withholding.  
The Council discussed a motion to recommend Federal and State tax withholding for all graduate students on University payroll. Henry Luka, President of GSA,

indicated that the Graduate Student Council had no objection to making the withholding system consistent for all graduate students.

MOTION: Graduate Council recommends that Human Resources begin withholding Federal and State income taxes for all University Fellows, GTA's, and GRA's.

PASSED.

5. Recommendation on Credential Evaluation for Admission of Foreign Graduate Students.

Ms. Libby Leggett, Director of Graduate Admissions, presented the rationale for requiring credential evaluation and provided copies of brochures from several vendors. She indicated that most universities now require credential evaluation for international students, both graduate and undergraduate. Undergraduate admissions at UofL use such a service. The vendors typically provide translation of transcripts and calculation of GPA. Students submit their credentials to the service and also identify the institution(s) to which evaluations should be sent. Original transcripts are typically returned to the student. The cost for the service is borne by the student and averages about \$75 and reports are typically sent in ten business days.

MOTION: Graduate Council recommends that all international applicants to graduate programs at UofL submit their academic credentials for evaluation by an external vendor prior to submission of a graduate application for admission. It is recommended that any vendor certified by the American Association of Collegiate Registrars and Admissions Officers (AACRAO). The effective date of this new admission requirement will be July 1, 2003.

PASSED.

6. Selection of Graduate Council Representatives to Provost's Program Review Committee.

Associate University Provost, Dale Billingsley, has requested that Graduate Council provide two representatives to the Program Review process he has inherited responsibility for. Ron Sahoo has been a member of this Review Committee and agrees to continue. The Nominations Committee will recruit a second member to serve on the Program Review Committee

7. Other Business

The MBA program in Panama is graduating students off calendar. The names of 26 students in the Panama program were presented. Since these are graduate degrees, Graduate Council must recommend to the Board of Trustees the approval of the degrees.

MOTION: To approve the list of candidates for the MBA degree pending completion of all degree requirements.

PASSED.

Meeting was adjourned at 4:25 p.m.