

MINUTES OF THE GRADUATE COUNCIL MEETING
September 23, 2003
Pending Approval

Meeting convened: 3:02 p.m.

Members present: John Firriolo, Ruth Huber, Larry Hunt, Jim Jumblatt, Waldemar Karwowski, Bruce Kemelgor, Dismas Masolo, Suzanne Meeks, Peter Meyer, Rammohan Ragade, K. Grant Taylor, James Wittliff, and William Wead.

Ex-Officio: Ronald Atlas, Richard Stremel.

Members Absent: Susan Griffin, Vicki Hines-Martin, Carlton Hornung, Carolyn Klinge, Ann Larson, Henry Luka, Phyllis Metcalf-Turner, Seow-Chin Ong, Ron Sahoo, Joseph Steffen.

Guests: S. Srinivasan (CBPA).

Associate Dean Stremel called the meeting to order and chaired the meeting in Dean Atlas's absence.

1. MOTION: That the minutes of August 26, 2003 be approved with the change acknowledging the attendance of Vicki Hines-Martin. Motion made by Bruce Kemelgor and seconded by Larry Hunt.
PASSED.

2. Discussion of the Draft "Size and Structure Document" for Graduate Dean Review Committee.
Associate Dean Stremel presented a draft of the document to determine the composition of the Decanal Review Committee. Acting Provost Willihnganz has requested the formation of a committee to review the performance of Dean Atlas over the past five years. She requested that this committee be formed by December 1, 2003. She indicated that she would select four faculty members to serve and the Graduate School, through its custom and practice, would elect four faculty members to serve. The Committee will also have one graduate student and one graduate staff representative.

The Council discussed the draft and urged that all faculty involved in the review process should be graduate faculty. The following is the proposed "Size and Structure Document" and it conforms to the custom and practice of the Graduate School in the formation of such committees:

Composition of the Graduate Dean Review Committee:

- Four Graduate Faculty members appointed by the Provost.

- One member of the Graduate Council, elected by the Graduate Council.
- Three members of the Graduate Faculty, from three different units, elected by the Graduate Faculty. The three elected members will be chosen from a slate of candidates nominated by the respective Schools and Colleges with graduate programs. The call for nominees will come from the Graduate School and the Graduate School will conduct the election. Both the nominee and the nominator must be members of the Graduate Faculty and the nominee must agree to serve if elected. All Graduate Faculty will be eligible to vote. The vote will be conducted electronically. The three individuals, each from a different academic unit, with the highest vote totals will be the representatives to the Review Committee.
- One member of the Graduate School staff, elected by the staff. The staff of the Graduate School will be asked to nominate three individuals to serve on the Review Committee. This nomination process will come at a meeting of all staff that is convened and chaired by the Associate Dean. Following the nominations, the Associate Dean will conduct a secret ballot election for the representative.
- One graduate student, elected by the Graduate Student Council. The Graduate Student Council will conduct an election of the student representative to the Review Committee according to their custom and practice of elections.

MOTION: To approve the amended "Size and Structure Document". Motion made by Bruce Kemelgor and seconded by Peter Meyer.

PASSED.

As Chair of the Graduate Council Nominating Committee, Bill Wead requested nominees for the Graduate Council representation.

Dean Atlas joined the meeting and assumed the chair.

3. Report of Membership Committee

The following individual was reviewed by the Membership Committee and is recommended as a member of the **Senior Graduate Faculty**:

- Paul W. Ewald, Ph.D., *Department of Biology*, College of Arts and Sciences.

MOTION: The Membership Committee moved that the above named individual be elected to Graduate Faculty status.

PASSED.

4. Continued Discussion of Policy on Transcript Evaluation.

Dean Atlas provided the background for the continuing discussion of implementing a process for academic credential evaluation for international applicants. Professor Ragade offered that there are a great many Indian

Universities providing applicants that are not fully qualified. This is a bigger problem if the student has a combination of inadequate English and academic preparation (i.e., no BS/BA degree). It was suggested that applicant interviews can be complicated and telephone interviews are not always the appropriate answer. Professor Srinivasan stated that in his 16 years of evaluating Indian transcripts, he has not had an admission problem. He also indicated that many international students cannot afford the \$100 fee for the evaluation service.

Professor Huber questioned the quality of the companies that provide the evaluation service. Council generally wondered who within each unit or program handles admissions. Is this a question of faculty deferring to other faculty?

Dean Atlas suggested keeping policy as is, but not in force. He also suggested bringing in outside experts to provide an update of credential evaluation processes and programs. He also urged airing of the policy throughout the University since it is important to the University to enhance diversity in graduate programs through international students.

MOTION: Send memorandum to Program Directors and Directors of Admission concerning the effect and use of transcript evaluation on individual programs. Place Policy on hold until information is obtained. Moved by Professor Meeks and seconded by Professor Hunt.

PASSED.

5. Other Business

None.

Meeting adjourned at 4:09 p.m.