

MINUTES OF THE GRADUATE COUNCIL MEETING
October 26, 2004
Pending Approval--DRAFT

Meeting convened at 3:03 p.m. – Dean Atlas presiding.

Members present: Namok Choi, David Clouthier, Ruth Huber, Larry Hunt, Waldemar Karwowski, Ann Larson, Henry Luka, Dismas Masolo, Seow-Chin Ong, Ron Sahoo, and James Wittliff.

Ex officio: Ronald M. Atlas, Michael Cuyjet, and Richard Stremel.

Members Absent: Evelyne Gozal, Susan Griffin, Vicki Hines-Martin, Carlton Hornung, Carolyn Klinge, Suzanne Meeks, George Pack, Rammohan Ragade, and S. Srinivasan, and Joseph Steffen.

Guests: None.

1. Approval of the Minutes from the September 21, 2004 meeting.

MOTION: To approve the minutes of the September meeting. Moved by Ruth Huber; seconded by Henry Luka.

PASSED.

2. Report of the Graduate Council Nominations.

Graduate Council has the responsibility to elect representatives to the Council when vacancies occur. The election is based upon nominations from the respective unit lacking appropriate representation.

The College of Arts and Sciences has a vacancy in one of its Graduate Council seats due to the resignation of Professor Suzanne Meeks. This term is to be filled through elections in 2006. One nomination was received from the College and Nancy Theriot, Women's and Gender Studies and History was elected by Council.

The School of Medicine has a vacancy in one of its Graduate Council seats due to the retirement of Professor James Jumblatt. This term is to be filled through elections in 2006. Several nominations were received from the School and Kathleen Kleuber, Anatomical Sciences and Neurobiology was elected by Council.

3. Report of the Membership Committee

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

- Gina E. Bertocci, Ph.D., *Department of Mechanical Engineering, Speed School of Engineering.*
- Antonio Badia, Ph.D., *Department of Computer Science & Computer Engineering, Speed School of Engineering.*

MOTION: From the Committee, to approve the recommended nominations to the **Senior Members of the Graduate Faculty**.

PASSED.

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

- M. Gay Masters, Ph.D., *Department of Surgery*, School of Medicine.
- Steven C. Koenig, Ph.D., *Department of Surgery*, School of Medicine.

MOTION: From the Committee to approve the recommendation of nominations to **Members of the Graduate Faculty**.

PASSED.

4. Discussion of BYLAWS Revisions.

Associate Dean Stremel distributed marked-up copies of the Bylaws of the Graduate School. Most changes represented house-keeping corrections and changes. The only “new” section was the description of the Decanal Advisory Committee requested by Council (Section 2.5.5). It was decided that Council would be given a month to consider the revisions and they will be considered again at the November meeting. In the mean time, it was requested that an electronic copy of the revised Bylaws be distributed to all Council members so that they may distribute to their constituents.

5. Discussion of Optional Practical Training.

Dean Atlas informed Graduate Council of a recently uncovered benefit to International Graduate Students, Optional Practical Training (OPT). OPT is an entitlement due all international students. It allows the student to take 12 months of OPT, effectively a leave of absence, after each change in higher education level. That is, an international student may take a 12 month leave after completion of the bachelor’s, master’s, and doctorate. The OPT is approved through the International Center. This issue came to light when a program reported a student missing and discovered that he was on OPT with the approval of the IC. Neither the program nor the Graduate School was aware of this leave. The Graduate School met with the IC and has now been included in the approval process so that both the Graduate School and the Program will be made aware of every OPT opportunity for which international students apply.

6. Other Business.

Dean Atlas announced that effective October 14th, the processing of Social Security numbers for international students will be changed. The student will need to present a letter from the International Center stating that they are in F1 or J1 immigration status and eligible to work and a letter, on departmental letterhead, stating that they have secured a position. A sample letter has been circulated to departments. Students can no longer use the letter of offer of scholarship. This may present a problem in that most rental agreements for housing around UofL require a SSN. Students will be placed on the Payroll once they have received the letter from Social Security that they have applied for their SSN.

The Test of English as a Foreign Language (TOEFL) will be changed in September of 2005 to include an speaking/communication section, so the Test of Spoken English will not be necessary.

Associate Dean Stremel announced that the competition for 2005 University

Fellowships is now open and programs should be preparing the necessary dossiers. Information can be found at http://graduate.louisville.edu/student_info/Fellowshipinfo.shtml. One change has been an increase in the required score on the Analytical Writing Section. The increase brings the required score to near the 50%. Dr. Stremel also reminded Graduate Council of the need to nominate students for December Commencement honors.

Meeting adjourned at 4:22 p.m