

MINUTES OF THE GRADUATE COUNCIL MEETING

December 15, 2009

105 Houchens

Convene – Meeting Convened at 3:05 PM – Dr. Beth Boehm, Interim Dean presiding.

Ex-Officio present: Dr. Paul DeMarco, Associate Dean SIGS

Members Present: Susan Olson Allen, Ray Austin, Haribabu Bodduluri, Amber Carrier, Jean Christensen, Carrie Daniels, William Dean (for Barbara Clark), Eileen Estes, James Fiet, Mary Hums, Luke Milligan, Susan Ryan, David Scott, Joe Steffen, and Samuel Stringfield.

Members Absent: Sherri Brown, Jafar Hadizadeh, Ruth Huber, Debra Journet, Mehmed Kantardzic, John Naber, Pooja Palimar, Deborah Thomas, Gennaro Vito, and Pam Yankeelov.

Guests: none

1. **Welcome**

Dr. Beth Boehm, Interim Dean SIGS opened the meeting at 3:05 PM of the Graduate Council and welcomed everyone.

2. **ACTION: Consideration of minutes of October 27, 2009**

Dr. Boehm asked for approval of the October 27, 2009 meeting minutes. Dr. Jim Fiet mentioned that there were several corrections that needed to be made (as follows):

- a. Section 5, first sentence “work on decide”...correction: “and needed to decide to whether to approve some nominations.
- b. Down about 5 lines the word “BOT” should be a small “o” Board of Trustees (BoT)
- c. Down in last sentence of that section. Wording will be added to clarify, should not be approved? Is that level of detail needed anyway (BB)?

DeMarco asked if guidelines were sent back to the committee for revision? It was decided to TABLE the minutes until Dr. Boehm and Dr. DeMarco can look at them.

3. **ACTION: Approval of SIGS Degree Candidates for December, 2009**

Dr. Demarco referred to the handout (list of candidates approved by each unit, pending completion of the degree). Two SIGS candidates (Sanchez and Chagpar), and also all the degree candidates from all the other units. MOTION to approve Joe Steffen, 2nd David Scott. APPROVED

4. **ACTION: Motion from Academic Affairs Committee regarding revisions to the Graduate Catalog**

Dr. DeMarco handed out a few copies of revisions; revised document was also sent out to the members. Dr. Susan Ryan reviewed the changes. All are pretty routine changes, including changes to the SIGS name updated throughout the document. There have been a number of changes as to who approves what in the new document (e.g. dean of the unit) It's now specified that certain variances need approval from the vice provost for graduate affairs. One item of

substance-- to be eligible for Transfer of Credit [page 6], course work must have been taken within the past three years (previous rule stated the past six years). Some discussion followed Dr. Ryan said we had a contradiction that when masters' students graduated, their coursework could not be more than six years old, and they had six years to complete the degree, but they were also saying they could transfer in coursework that was six years old at the time they began. This started to look like 12-yr old coursework and we didn't like the idea of approving transfer of credit and taking it away later as it aged. The solution was to shorten the timeframe during which you can transfer credit in, then once it's transferred in, it stands. (Beth) so it means that it could be nine years, if somebody took the full six years, but we agreed as committee that nine was preferable to twelve. Most masters complete within three to four years. For those few outliers, we are trying to tighten it up. Questions from Dr. Steffen...

The section on grievance procedures had been slightly modified. That section has to be replaced with the original Board of Trustees document; this was modified in error. Also updated was the student honors page to reflect the new mentors.

There was some discussion regarding mentoring nominations from students (BB). It was hoped that students would not just do this with ulterior motive. We're trying to walk the line between the committee's desire and the students' desire to be able to nominate somebody while they're here. (JC) One point of a good mentor is best evaluated after (student) is all finished and what strengths you've gained from that person that makes it possible for you to be active in what you're (currently) doing. ...this is held as a model. This person was very uncomfortable. Was the question/concern that the mentor might say 'you'd better nominate me or?'Yes that was the idea. Dr. Stringfield (and others) agreed with this notion.

(HB) Need to be involved in setting the precedent of standard. It's more important that they (student) remember you after they leave. Would it be helpful to open the nominations early like this May for next year (RA)? Perhaps right after they graduate? There is a difference in what you sense about that person who has a lot of people whose written letters for them, versus one that you might suspect might've held a hammer over someone's head. I didn't sense that...we can take it out if there is a motion to remove it. (include??)

Amendment: Repeat 1st sentence (app responsibility for beginning of Test Score section (Steffen) "Some programs require..." remove "etc." and add a period (Jean C.) MOTION to APPROVE, 2nd by committee revisions to the Graduate Catalog. APPROVED.

5. INFORMATION ITEMS:

- a) Graduate degree candidates (see above)
- b) Update from Graduate Student Welfare and Development Committee- Eileen Estes recapped formal mentoring academy.
- c) Dr. Boehm recapped from Graduate Student Council meeting; survey will go out after January to get feedback and revision of Mentoring Handbook.

- d) SIGS funding awards for Spring – Dr. DeMarco recapped
Nine applications received; funded seven
Received four other nominations
 - e. Hooding Ceremony – Comstock at the Music School at 4 PM and reception immediately following at the Planetarium.
6. **Old Business** (none)
 7. **New Business** – Question about fellowship awards. Will start receiving around the 3rd week of January
 8. **Adjournment** – Meeting adjourned at 4:10 pm

Respectfully submitted
Jan Link, Recording Secretary
12/18/09

APPROVED
Graduate Council Mtg 1/26/10