

MINUTES OF THE GRADUATE COUNCIL MEETING

October 22, 2013 – draft

105 Houchens

Convene – The meeting convened at 3:00 PM – Dr. Beth Boehm, dean of SIGS presided.

Members Present: Allen Ashman, Haribabu Bodduluri, Barbara Clark, Cynthia Corbitt, Douglas Darling, David Dubofsky, James Grubola, Theresa Hayden, Mary Hums, Eric Rouchka, Bibhuti Sar, Sandra Smith, Natalie Stipanovic, Jasie Stokes, Krista Wallace-Boaz, Janet Woodruff-Borden, Pam Yankeelov.

Members Absent: Susan Olson Allen, Ray Austin, Lijian Chen, George Higgins, Charles Hubscher, Luke Milligan, Lori Norton-Meier, Balaji Panchapakesan, Bridget Pregliasco.

Guests: Rachel Croley (Graduate Student Council Vice President)

- 1 **Convene** – Dr. Beth Boehm opened the meeting at 3:00 PM in room 105 in Houchens . Introductions followed.
- 2 **Approval of minutes of August 27, 2013**
Dr. Boehm asked for approval of the council meeting on August 27, 2013. Motion to approve by Beth Boehm; seconded by Douglas Darling. APPROVED.
- 3 **Action Items:**
 - a) **Honorary Degrees**
Two people were nominated for Dr. Public Service, Honoris Causa, Both nominations were passed around the table for review. The chair of the honorary degree committee, Dr. Barbara Clark, moved and then was seconded, that both nominees receive the degree. Both nominations were passed.
 - b) The Associate Deans Group wants to see annual letters of progress for all doctoral students.
Need to protect the student and the mentor.
 - Cindy Corbitt: Biology has a progress sheet to determine the following:
 - o Publish
 - o Abstract
 - o PaperThen the committee meets at least once a year to determine progress. This helps keep the student on track. There is no reason not to monitor.
 - Janet Woodruff-Borden: Clinical Psychology assess students for a Self-reflection form annually, and writes a letter from programs to each student.

- Allen Asheman: Should students who aren't making progress be placed on probation?

Dr.Boehm: Asked for a motion for the Academic Affairs Committee to create a policy.

- 4 Dr. Boehm asked the council's opinion on creating milestones to mark on a student's transcript the completion of professional development workshops such as GTA and Grant Writing Academies:

GTA Academy

Grant Writing Academy

5 Sessions

Write and submit a grant

To use as a professional credential

Dr. Boehm: Motion to approve. Passed.

- 5 Dr. Boehm asked for a discussion of Embargo policies for Electronic Thesis and Dissertations.

Dr. DeMarco to ask Academic Affairs Committee to develop policy.

- 6 Dr. Boehm: Discussion of Tuition Match Program loss. Provost transferred all dollars to SIGS. Meeting in November to determine the final amount for the match program.

- 7 Information Items:

Cassuto visit – November 14, 2013 1:00 – 2:30 – Shumaker 139.

Dr. Boehm to send electronically the Cassuto flyer.

- 8 Jasie Stokes: GSC – Graduate Student Travel Fund – working on simplifying the process.

Haribabu Bodduluri: Motion to Adjourn.

Meeting Adjourned at 4:35.