MINUTES OF THE GRADUATE COUNCIL MEETING  
August 25, 2020  
Virtual: Microsoft Teams

**Convene** – The meeting convened at 3:00 P.M. by Dr. Paul DeMarco, Acting Dean.

**Ex-Officio**: Dr. Barbara Clark, Acting Associate Dean

**Members Present**: Cara Cashon, Gina Bertocci, Robert Garrett, Michele Kosiewicz, Patrick Possel, Matthew Nelson, David Scott, Dale Schuschke, Gerold Willing, Mark Running, Lindsay Della, Mary Hums, Gina Bertocci, Bakeerathan Gunaratnam, Frances Hardin-Fanning, Stephanie Boone, Tamara Sluss, Elaine Wise, Jafar Hadizadeh, Andy Frey, Israel Curbelo, Geoffrey Clark

**Members Absent**: Simona Bertacco, Sarah Drerup, Dan Popa, JoAnne Sweeny

**Guests:**  none

**Action Items:**

**Approval of minutes of April 28th, 2020**

Dr. DeMarco asked for review and approval of the council minutes from April 28th, 2020. MOTION to approve by Elaine Wise. SECOND by Mary Hums. **APPROVED**.

**Filling subcommittee rosters**

* + Went over responsibilities of each committee
  + Members will fill out document and send to Reilly Brown with their subcommittee preferences by Thursday 8/27/2020
  + Council will vote on committee membership at a later meeting

**Discussion Items:**

1. **Academic Affairs committee**

Application Questions (other indicators for success in graduate school)

* Goal is to create questions for graduate application that are more holistic
* No longer using the GRE for University Fellowship
* Academic Affairs will develop questions based on leadership, resilience, experience with research and community engagement.
* Goal is to have the questions on the application before recruiting season in early spring
* Question for committee to answer: Are these questions required or will programs have the option to integrate them in a personal statement?

1. **Scholarship and Awards committee**

* Finalize rubric scoring scale and instructions for nominators
  + Take into consideration recommendations from full council
  + Finalize rubrics and send to graduate programs
  + Goal is to distribute reviews within committee members and each applicant is reviewed by three members
* Reviews nominations for Graduate School Awards
  + - University Fellowships, Diversity Award, Stevenson Award, Binford, Mentor, etc.

1. **Professional Development and Welfare committee**
   * Serves students needs (family and medical leave, graduate student leave)
2. **Honorary Degrees committee**
   * Only meets when we have a nomination for an honorary degree from units
3. **Centers and Institute Review committee**
   * Has asked for representation in Graduate Education (one additional member needed)
   * Reach out to Michele Kosiewicz for additional information
4. **Academic Program Review committee**
   * CPE has been put on hold

**Recommendations:**

* Putting Graduate students on faculty health insurance (Cara Cashon)
  + Analyze cost

**Announcements**:

* + Masks distributed to graduate students
    - Distribute masks to online students
  + Associate Deans asked to undertake benchmark stipend analysis of doctoral programs
    - Stipend budget has been relatively flat in Graduate School
    - Stipends are starting to fall behind other schools
    - Data we gather is sent to Provost to show our competitiveness
    - Our goal is to remain competitive
  + International students who could not obtain visa for Fall 2020
    - Funded students could start the program unless they have deferred, if they were able to start their graduate programs online, then we would allow the student to keep their tuition award
    - International students cannot retain stipend funding

**Update from Graduate Student Council –** Israel Curbelo, President

* First meeting with representatives this month
  + Discussed budget and how money will be allocated
  + In person events can no longer be held
    - Alternatives are being looked at (virtual trivia nights)
* Registration cost is being covered for conferences
  + More applicants are able to be accepted
* Money that is being saved is put towards research grants

Old Business – none

New Business – none

MOTION by Elaine Wise to adjourn; Second by Gerold Willing. Adjourned at 3:55 p.m.

*Respectfully submitted 8/26/2020  
Reilly Brown, Administrative Associate*

*Approved Graduate Council Meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*