MINUTES OF THE GRADUATE COUNCIL MEETING  
October 26, 2021  
Hybrid: Houchens, room 105 and Teams

**Convene** – The meeting convened at 3:00 P.M. by Dr. Beth Boehm, Dean.

**Ex-Officio**: Dr. Beth Boehm, Dean and Dr. Paul DeMarco, Associate Dean

**Members Present**: Simona Bertacco, Gina Bertocci, Cara Cashon, Liza Creel, Lindsay Della, Natalie DuPre, Andy Frey, Jafar Hadizadeh, Frances Hardin-Fanning, Daniel Holt, Michele Kosiewicz, Matthew Nelson, Daniel Nguyen, Michele Pisano, Patrick Possel, CJ Ryan, Tamara Sluss, Joe Steffen, Anya Trell, Monica Wendel, Gerold Willing

**Members Absent**: Geoffrey Clark, Sarah Drerup, Michael McIntyre, Meghan Pifer

**Guests:**  none

**Update from Graduate Student Council –** Anya Trell (President of Graduate Student Council) provided the following updates:

* + Halloween Party on 10/29 at Molly Malone’s (Decade’s Theme)
    1. Free food and a costume contest
  + Research conference in March 2022
    1. GSC is looking for speaker suggestions
  + All departments are now active
  + Concerns over stipends
    1. Additional work through UofL must be approved if it is over 9 hours
    2. Director of Graduate Studies submits form for approval

**Action Items:**

1. **Approval of minutes from August 24, 2021**

* Dr. Boehm asked for review and approval of the council minutes from August 24, 2021. **MOTION** by Joe Steffen. **SECOND** by Gina Bertocci. 16 approve, 1 abstain. **APPROVED.**

1. **Approve Revised Minimum Guidelines for Graduate Education (Mary Hums presented motion)**
2. Those Approved by 20-21 Academic Affairs Committee but never taken to Graduate Council:
3. Graduate School, Interdisciplinary Studies
4. CEHD
5. School of Medicine (Masters and PhD)

* Automatically seconded. 14 approve, 2 abstain. **APPROVED.**

1. Approved by 2021-22 Academic Affairs Committee on 9/28/21
2. School of Nursing
3. Arts and Sciences
4. SPHIS

* Automatically seconded. 16 approve, 1 abstain. **APPROVED.**

1. **Consideration of a motion for a friendly amendment to policy revisions regarding accelerated degree programs from Academic Affairs Committee.** 
   * Certificate program language will be published in the Graduate Catalog the week of November 1, 2021
   * Policy was modified to be consistent with SACS guidelines
   * 9 credit hour policy reinstated and emphasized that it will be approved for a 30-hour Master’s degree program
     1. Above a 30-hour program will need to submit a variance request to the Dean of Graduate School

* Dr. DeMarco asked for review and approval of policy revisions regarding accelerated degree programs**. MOTION** by Joe Steffen. **SECOND** by Tamara Sluss. Unanimously **APPROVED.**

1. **Transcript Evaluation for International Students** 
   * All applicants must submit official transcripts showing all degrees awarded and all undergraduate and graduate work completed from each accredited college/university previously attended
   * Transcripts must be sent directly from the college/university to the graduate admissions office; transcripts (or copies) sent by applicants themselves will be considered unofficial.
   * Minimum requirement for admission to a graduate program is the baccalaureate degree
   * Students applying with a baccalaureate or an advanced degree from a nationally accredited institution will be considered at the discretion of the admitting unit with approval via a variance request to the Vice Provost for Graduate Affairs
   * International applicants with transcripts that are not in English, in addition to submitting official copies of native language records, must also submit a notarized, verbatim translation in English prepared by an appropriate university or government official
     1. The records must show both the degree granted and all coursework taken during the course of study
   * Applicants who are submitting transcripts from outside the United States must verify their records by submitting them to one of the following organizations:
     1. World Education Services (WES), Educational Credential Evaluators (ECE), and other NACES approved evaluators

* Concerns over language being fair for international students. Simona Bertacco will write new language and send to Dr. Boehm. **TABLED** until next meeting.

**Information Items:**

**Discussion Items:**

* **Suggestions: Developing two new awards for Graduate School:**
  + **GTA University-wide Award**
    1. Each program that uses GTAs will develop a teaching award
    2. Dr. Boehm is working on language and will present to Graduate Council
  + **Leadership Award in Inclusive Excellence**
    1. Award for GTAs
    2. Includes leadership in any way that encourages inclusive excellence
    3. Units can develop their own if they choose
    4. Given every Spring (annual award)
    5. Student honored at Dean’s reception
    6. *Suggestion by Gina Bertocci*: having an award that honors GRAs
* **Dashboards (K.B. Kulasekera)**
  + Discussion of a dashboard that will allow for admissions and enrollment data to be accessed by departments
  + Information will be gathered from Bob Goldstein’s office and placed in accessible graphs
  + Admissions and Enrollment data will go into a trial version soon
  + *Suggestion by Cara Cashon*: having a map that shows where applications are coming from
* **Stipend study**
* The University of Louisville is below the median in most stipend amounts compared to other graduate schools
* Dr. Boehm wants to write a proposal that goes to the Provost on how we will prioritize stipends
* Dr. Boehm has already talked to the Provost and Dan Durbin, and they are both interested in the idea
* Our focus is to remain an R1 school
* **Dissertation Completion Awards (14 awards given)**
  + 20 students nominated, and 14 awards given
  + Award offers were sent out 10/26/2021
* **Degree applications to be voted on in November**
  + List will be sent out in November, and will be voted on in December
  + If there is not a full Graduate Council meeting in December, then the vote will be by email
* **Master’s Tuition Award**
  + Matching program. Used for recruitment or retaining students
  + Deadline for nominating students for Spring 2022 is December 1st
  + The award was initially only for domestic or permanent residents, but has now been opened to international students
  + Resident students receive $3,500 and non-residents receive $7,000

**Recommendations:** none

**Announcements**: none

Old Business – none

New Business – none

**MOTION** to adjourn by Joe Steffen. **SECOND** by Cara Cashon. Adjourned at 4:21 p.m.

*Respectfully submitted 10/27/2021  
Reilly Brown, Administrative Associate*

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