MINUTES OF THE GRADUATE COUNCIL MEETING  
August 24, 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, Cara Cashon, Geoffrey Clark, Liza Creel, Lindsay Della, Andy Frey, Jafar Hadizadeh, Frances Hardin-Fanning, Daniel Holt, Michele Kosiewicz, Michael McIntyre, Matthew Nelson, Daniel Nguyen, Kelli Peck Parrott, Michele Pisano, Patrick Possel, CJ Ryan, Tamara Sluss, Joe Steffen, Anya Trell, Monica Wendel, Gerold Willing

**Members Absent**: Gina Bertocci, Sarah Drerup, Natalie DuPre, Mary Hums

**Guests:**  none

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

* + GSC Retreat was held Sunday, August 22nd
  + Goals created: 1. Foster cohesion and development with graduate students, 2. Advocate and amplify voices of the graduate students 3. Adaptable to changing environment and needs 4. Address needs of the graduate students beyond the classroom
  + GSC is still looking for representatives from programs (21 departments still without reps)
  + If programs do not have graduate student reps, their students cannot benefit from travel research grants

**Action Items:**

1. **Approval of minutes from June 22, 2021**

* Dr. Boehm asked for review and approval of the council minutes from June 22, 2021. **MOTION** by Matthew Nelson. **SECOND** by Joe Steffen. Unanimously **APPROVED.**

**Information Items:**

1. **Introduction of KB (Karunarathna) Kulasekera as Faculty Fellow**
   * KB has been with UofL for 9 years after coming from Clemson, and he is now the Chair of Biostatistics
   * KB will spend one morning a week at the Graduate School with analysts to help develop reports that benefit graduate students
   * Goal is to get a dashboard with data points that can be sent to DGS/Graduate Council. This will then receive input from Graduate Council on what other items they feel need to be analyzed
2. **Bringing in additional faculty fellows for Graduate School projects**
   * Dr. Boehm would like for Graduate Council to think of how we can bring in other faculty fellows to do small projects with stipends. This will allow faculty to learn more about graduate education.

**Discussion Items:**

1. **Transcript Evaluation for International students (Shabeer)**
   * Verification of Academic Records
     1. A complete academic record includes credentials that indicate all courses of study completed and degrees or certificates earned at the collegiate level.
     2. Applicants who have attended institutions outside the United States may be required to submit their academic records to ECE or WES
     3. All academic credentials not in English must be accompanied with a notarized verbatim English translation in addition to official transcripts.
   * Course by course evaluations are needed to support the student’s application and required for assistantship also for the student’s future immigration purposes.
   * Dr. Boehm will work with Shabeer on clarifying language
   * Academic Affairs will then be given the language to look at and make recommendation to full Council in a few months
2. **Minimum guidelines for Graduate Education**
   * Last year, we started a review of the minimum guidelines for units
   * These would be sent to Academic Affairs committee, and once reviewed, sent to full Graduate Council to vote on
   * We are still waiting on minimum guidelines from some units
   * Academic Affairs needs to revisit academic guidelines that have already been sent as one of their first projects
3. **Update on sub-committees**
   * New Graduate Council members will need to vote on their sub-committee preferences
   * Once all preferences are returned to Reilly Brown, sub-committees can be formed
   * Not all members will be placed on a sub-committee due to more new members than vacancies
   * Each sub-committee will include a Graduate School staff member (Courtney Kerr, Reilly Brown, Michelle Rodems)
4. **Goals for Graduate School for 2021-22: Seeking input from DGS groups and Grad Council**
   * Dr. Boehm is meeting with DGSs in individual units to understand goals that they have for their graduate students
     1. One issue raised by units is an increase in stipends for doctoral students
     2. Work on training both mentors and students
     3. Focus on student mental health and how we can train faculty to help students, as well as students to help other students
5. **$500 Scholarship Contest for Vaccinated Students**
   * Available for Graduate Students only and they must be fully vaccinated
   * 2 deadline dates: 1st round deadline is September 15, 2021 and 2nd round deadline is October 15, 2021
   * Total of four $500 scholarships will be given
   * Flyer is being created that will be sent to all DGSs and Graduate Council
6. **Discussion on vaccine mandates**
   * At the moment, UofL is not requiring vaccines, but are highly encouraging through incentives
   * If students are not vaccinated, they are required to get COVID tests
   * Faculty have voiced they are uncomfortable working with unvaccinated TAs
   * **MOTION** brought by Jafar Hadizadeh for a recommendation to University Planning Committee that mandating the vaccine is in the best interest of students, faculty and staff
     1. Dr. Boehm will write language and Reilly will send to Graduate Council for approval before sending to Provost Gonzalez

**Recommendations:** none

**Announcements**: none

Old Business – none

New Business – none

Adjourned at 4:15 p.m.

*Respectfully submitted 8/25/2021  
Reilly Brown, Administrative Associate*

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