

EX OFFICIO

Acting Dean of SIGS

Paul DeMarco

Acting Associate Dean

Barbara Clark

COUNCILORS

A&S

Lindsay Della
Karen Kopleson
Mark Running
Elaine Wise

Business

Bobby Garrett

Dentistry

David Scott

CEHD

Mary Hums
Patrick Pössel
Ishwanzya Rivers

Graduate School

Gina Bertocci

Kent School of Social Work

Bibhuti Sar

Medicine

Geoffrey Clark
Michelle Kosiewicz

Music

Matthew Nelson

Nursing

Becky Christian

Public Health and Information Sciences

Stephanie Boone
Bakeerathan Gunarathnam

Speed School of Engineering

Dan Popa
Gerold Willing

OTHER VOTING MEMBERS

Directors of Graduate Studies

Cara Cashon
Christopher Davis
Dale Schuschke

Graduate Student Representatives

Brittney Corniel
Alexa Melvin

NON-VOTING

Law

JoAnne Sweeny

Libraries

Sarah Drerup

Graduate Council Agenda

Date: August 27, 2019

Time: 3:00 – 5:00 p.m.

Site: Houchens 105

University of Louisville

Recording Secretary: Janet Link 852-8371

Agenda Items

- Convene in Houchens 105. Call to order
- Approval of minutes from **April 30th, 2019** meeting

- Action Items
 1. Finalize subcommittee membership

- Discussion Items
 1. Scholarship and Awards Cmt developed a rubric for ranking nominees for the Commencement Awards.
 2. Holistic admissions, new questions on application
 3. Subcommittees to meet in Sept. to
 - a. Develop an evidence-based policy for the GRE requirement for University Fellowships [Academic Affairs Cmt]
 - b. Develop guidelines for the GA Workload waiver [Student Welfare Cmt]
 - c. Develop guidelines for GTA responsibilities and proper use of 20 hour workload waiver for x-pay [Academic Affairs].

- Announcements
 1. New Director of Graduate Recruitment and Diversity Retention- Tamekka Cornelius
 2. New Graduate Research Analyst- Chandler Hora
 3. Undergraduate Taking Graduate Courses-New Policy
 4. Mentoring Academy Update
 5. Minimum guidelines deadline set for end of fall 2019 term
 6. Improving communication about graduate education.

- Update from the Graduate Student Council

MINUTES OF THE GRADUATE COUNCIL MEETING
April 30, 2019
105 Houchens

Convene – The meeting convened at 3:05 PM – Dr. Paul DeMarco, acting dean and acting vice provost for academic affairs of SIGS, presided.

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

Members Present: Stephanie Boone, Becky Christian, Brittney Corniel, Bakeerathan Gunarathnam, Kelsey Kaht, Janet Kelly, Karen Kopelson, Michele Kosiewicz, Patrick Pössel, Mark Running, Bibhuti Sar, Dale Schuschke, David Scott, Amber Willenborg, Gerold Willing, and Elaine Wise.

Members Absent: Gina Bertocci, Geoffrey Clark, Christopher Davis, Lindsay Della, Jim Fiet, Jacob Gross, Mary Hums, Matthew Nelson, Dan Popa, and Lars Smith/Colin Crawford.

Guests: Alexa Melvin, newly elected Graduate Student Council president.

Action Items:

1. Approval of minutes of February 26, 2019

Dr. DeMarco asked for review and approval of the council minutes from February 26, 2019.

MOTION to approve by Elaine Wise; 2nd by Becky Christian. **APPROVED.**

2. Approval of Interdisciplinary Studies Degree Candidates

Dr. Paul DeMarco presented five (5) students to be approved in Interdisciplinary and Graduate Studies. **MOTION** by Elaine Wise; 2nd by Gerold Willing. **APPROVED.**

3. Changes in Minimum Guidelines for Graduate Education – Dr. Barbara Clark

Dr. Clark (liaison to Academic Affairs Committee) presented the document on Minimum Guidelines for Graduate Education with a **MOTION** for approval. She introduced Dr. Karen Kopelson and others on committee and Dr. Kopelson presented the changes to the existing guidelines for council discussion. Dr. Scott and Dr. Kopelson addressed questions to clarify some of the academic language changes. The major discussion focused on changes to Graduate faculty (Section II). Major changes in this section include:

- separated graduate teaching faculty from research/student mentoring faculty.

Dr. DeMarco: We are making the distinction serving as chair of thesis committee or serving on the committee. Graduate Faculty previously included faculty who taught and faculty who mentor. Grad Faculty status comes with the eligibility to mentor. Units need to evaluate faculty consistently.

a. teaching faculty are certified but are not included as graduate faculty. Documentation of faculty teaching credentials must be maintained by the Office of the Dean of the academic unit.

b. graduate faculty status is reserved for faculty approved by units for serving on student committees

c. The academic unit is responsible for publishing the criteria for graduate faculty membership (on their website)

d. Each unit will submit their graduate faculty list to the Dean of the Graduate School for publication in the Graduate Catalog.

- Question about cross-unit teaching (Gerold Willing) An amendment will be made under teaching credentials. IIA.2. to state...*"certified graduate teachers may teach in courses outside their unit with the approval of the program within that unit..."* MOTION by Elaine Wise to approve with changes; 2nd by Kelsey Kaht. **APPROVED**

4. Changes in Minimum Guidelines for Interdisciplinary Studies – Dr. Barbara Clark

Change to IA7 – correction “Dean of Graduate School.” (page 3). MOTION by Elaine Wise to approve with changes, including the language changes for teaching; (no 2nd needed since coming from committee). **APPROVED.**

5. Proposed change in policy for undergraduates taking graduate courses_– Dr. DeMarco

Case study of a freshman that tried to enroll in two graduate level courses. Show that they are capable and have met certain criteria. Should they be assessed at different level? If they are taking graduate level course, then they should be assessed at the graduate level. In the language before, there was no restrictions with respect to the status or the level of the student, with respect to how many courses they could take, or with their academic standing. The intent is to tighten up the policy. Changes discussed:

- a. Require student to have sixty (60) UG credit hours (student would be junior level)
- b. Nine (9) credit hours of graduate coursework may be applied to the undergraduate degree.
- c. Any undergraduate taking a graduate level course is billed at the undergraduate level.
- d. We treat AP (Advanced Placement?/Accelerated Program) hours (transferred?) as any other hours.
- e. We can have a standing variance, if needed.

MOTION by Elaine Wise to approve; 2nd by Becky Christian. **APPROVED.**

Discussion Items: Dr. DeMarco

1. Dr. DeMarco and Dr. Clark raised the topic of conflict in some programs to not require the GRE. Nursing School no longer requires GRE for application (this puts the students at potential disadvantage for being eligible for university fellowship). Scholarship & Awards Committee to discuss. Dr. DeMarco suggested the units developing a rubric. More discussion will follow on this.

Announcements:

Fellowships and Diversity Awards – Dr. DeMarco reported the following:

- 28 Fellowships Awards have been awarded
- 9 Diversity Fellowship awards have been given
- Possibly a few more will be offered
- Mentoring Academy – Dr. Barbara Clark
- Graduate students will mentor other students

Workshops for students will include improving skills (conflict resolution, assessment, etc.). Faculty will be solicited to participate in developing the workshop and facilitating 7 sessions

Update from Graduate Student Council – Kelsey Kaht, President

Kelsey introduced the newly elected president, Alexa Melvin, who should start in a couple of weeks. Executive Board is filled also. Kelsey also gave an update on GSC events:

- GSC won an Outstanding Academic & Professional Event award at Research Conference in February
- Graduate students helped out at ACC Conference
- Bowling Event, beach-themed, April 5 went well
- Awards Ceremony, May 1 at Tim Faulkner Art Gallery
- GSC Picnic, May 9 at Hogan's Fountain (Cherokee Park) from 4-8 p.m.
- Travel grant applications opened yesterday and are currently being awarded for Summer (June 1) and Fall 2019 travel occurring before December 31, 2019.

Old Business - none

New Business – none

Motion to adjourn at 4:20 p.m.

Respectfully submitted 5/01/19

Jan Link, Recording Secretary

Approved Graduate Council Meeting: 8/27/19