

Graduate Council Meeting Minutes

January 15, 2013

Members Present: Anderson, Kelly – Special Ed and Child Development
Birdsong, Sarah - GPSG Student Representative
Gray, Lee – Architecture
McGregor, Rob Roy – Economics (Graduate Council Chair)
Ojaide, Tanure – Africana Studies
Reynolds, Tom – Associate Provost for Graduate Programs and Dean
Starrett, Greg – Anthropology
Swayne, Linda – Marketing (alternate for Peter Schwarz, Econ)
Swindell, David – Political Science, alternate for (Christine Davis, Comm Studies)
Thompson, Michael – Public Health Sciences
Walker, Judy – Atkins Library
Zhou, Aixi – Engineering Tech and Construction Mgmt

Also Attending: Eric Sauda – School of Architecture
Susan Sell – Graduate School
Johnna Watson – Graduate School
Matthew Wyse – Academic Affairs
Leslie Zenk – Academic Affairs

Absent: Heather R Lipford – Software & Information Systems
Smith, Stephanie Moller – Sociology

I. Approval for the December 4, 2012 Meeting Minutes

Chair McGregor called the meeting to order. Chair McGregor called for a motion to approve the December 4, 2012 meeting minutes. There being no further discussion, the motion was made to approve the minutes as submitted. The motion was made by Swayne with a second from Gray. The motion was approved unanimously.

II. Report of the Chair

Chair McGregor welcomed new member Tanure Ojaide, Africana Studies, replacing Greg Starrett. He also welcomed David Swindell, alternate for Christine Davis and Linda Swayne, alternate for Peter Schwarz.

III. Report of the Dean

Dean Reynolds welcomed new and returning members. He reported that the Graduate School is in the process of registering students for spring. He encouraged Council members to communicate to their colleges how important it is to get these students registered before census on January 23. We are at 98% of the enrollment goal for spring and above goal for continuing graduate students.

Early Entry Application – Dean Reynolds received an Early Entry application for the Latin American Studies program. He distributed a copy to the Council. After review, the Dean has approved this application effective immediately.

IV. Course and Curriculum Proposals

A. FINN 10-04-12: Major Changes to PhD Program of Study and Course Description

Chair McGregor called for a motion to consider this proposal. There being no further discussion, the Chair called for a motion to approve the proposal as submitted. The motion was made by Gray with a second from Swayne. The motion was approved unanimously.

B. HIST 11-08-12: Revisions to Catalog in line with MA Curriculum approved 12/09

Chair McGregor called for a motion to consider. A discussion took place with the following requests for revisions:

- Needs to include syllabus and library consultation
- Need program description changes

Chair McGregor called for a motion to defer for further revisions. The motion was made by Thompson with a second from Zhou. The motion was approved unanimously.

C. MBA 10-04-12: Elimination of Economics Concentration within MBA Program

Chair McGregor called for a motion to consider the proposal. The motion was made by Gray with a second from Swayne. A discussion took place with the following request for revision:

- Catalog copy needs to show Economics concentration being deleted.

There being no further discussion, the Chair called for a motion to approve the proposal pending one revision. The motion was made by Thompson with a second from Birdsong. The motion was approved unanimously.

D. SoA 11-07-2012: Dual Degree in Master of Computer Science/Information Technology and Master of Architecture

Chair McGregor called for a motion to consider this proposal. The motion was made by Gray with a second from Anderson. Eric Sauda was in attendance to represent the department. A discussion took place with the following requests for revisions:

- Description was unclear about requirements.
- Needs to state March III is dual degree only
- Needs new course listings in catalog
- Clarify grading for Thesis course

There being no further discussion, the Chair called for a motion to approve the proposal pending revisions. The motion was made by Thompson with a second from Zhou. The motion was approved unanimously.

V. Graduate Proposal Terminology Discussion – Johnna Watson

The reason for the discussion is that many departments use different terminology interchangeably. Concentration, option, specialty, strand, track, focus, emphasis, and minor could potentially mean the same thing. The one exception is “concentration”. Johnna distributed a handout showing the differences:

- A concentration is vetted and approved via faculty governance and can also appear on the student's transcript.
- Banner can recognize up to 5 concentrations
- Concentrations don't have to go off campus for approval.

Advantages in using concentrations:

- Manage admissions
- Manage enrollments
- Graduates after the fact would like to see their concentrations on their transcripts.

It appears the consensus of the Council is that they would like to see this language tightened up in the departments as well as the Graduate Catalog. Chair McGregor asked the Council if they would recommend he share this information at the Graduate Program Directors' meeting on Feb. 6 to gather feedback. The Council was in favor of this recommendation. Chair McGregor will share feedback at the March Graduate Council meeting.

VI. Thesis/Dissertation Deadlines Discussion – Susan Sell

Because of numerous communications of hardships to students, Susan Sell piloted extensions to the Thesis and Dissertation schedules in the fall of 2012. This was well-received by the students and departments.

- The question was raised that not all students were aware they could get an extension. Susan distributed a handout with revised deadlines for spring 2013 Dissertation and Thesis deadlines.
- If approved by the Council, Susan will begin communicating this new schedule to all students who have applied to graduate and will publish in the Graduate Program Director Newsletter.

Chair McGregor asked the Council if they would endorse this revision to the calendar. The endorsement was made by Anderson with a second from Birdsong. The endorsement was approved unanimously.

VII. Other Business

Chair McGregor communicated that at the December 2012 meeting, the Council decided to do away with subcommittee structure and appoint ad hoc committees as needed.

- Not at the point to appoint a Terminology committee
- Would like to appoint a subcommittee to review the course numbering policy for residency course. The subcommittee will be comprised of: Swayne, Thompson, Walker and Susan Sell.
- Chair McGregor recognized David Swindell, alternate to Christine Davis. Swindell chaired a Task Force of Best Practices for Graduate Program Directors in 2011. Swindell shared some of his research:
 - GPD roles vary within colleges
 - Some departments compensate and others do not. Of those that do, it is a fixed amount
 - Performed faculty survey (59 responses out of 80) and with peer institutions

- Departments generally do not list eligibility or requirements
- Most departments do not list a duration – open-ended opportunity
- Percent of work varies from 1% - 100% of time spent on graduate program
- Main concern of GPDs is student support
- Some GPDs communicated that they were frustrated about the huge download of communication but no way for them to provide feedback.
- Dean Reynolds responded that he has not seen any of these data. He is cautious as to the relevance of the data as they are now 2 years old and have not been vetted by the entire Task Force.

Chair McGregor stated that the Graduate Program Director discussion will continue at the February meeting.

The meeting adjourned at 1:33pm.

Respectfully submitted,



Annette Parks
Secretary to the Graduate Council