

# Graduate Council Meeting Minutes

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February 5, 2019

Members Present: Abrams, Lyndon – Counseling  
Anderson, Nadia – School of Architecture  
Barth, Tom – Political Science and Public Administration  
Browne, Aidan – Engineering Technology & Construction Management  
Burfield, Allison – School of Nursing  
Canevello, Amy – Psychological Sciences  
Godev, Concepción – Languages & Culture Studies  
Grover, Priyanka – GPSG Representative, PhD Candidate, BIOL  
Haynes, Christine – History (Graduate Council Chair)  
Lipford, Heather – Software & Information Systems  
Mauer, David – Finance  
Reynolds, Tom – Graduate School Dean, ex-officio, non-voting

Also Attending: Barnes, Meghan – Middle, Secondary and K-12 Education  
Davin, Kristin – Middle, Secondary and K-12 Education  
DiBiase, Warren - Middle, Secondary and K-12 Education  
Fitchett, Paul - Middle, Secondary and K-12 Education  
Hall-Hertel, Katherine – Graduate School  
Huerta, Jill – Graduate School  
Kissau, Scott - Middle, Secondary and K-12 Education  
Krause, Sandy – Graduate School  
Lachance, Joan – Middle, Secondary, K-12  
Post, Phyllis – Counseling  
Watson, Johnna – Graduate School  
White, Brian – Graduate School

Absent: Scarborough, Beth – Atkins Library (leave)

## **I. Report of the Co-Chair – Christine Haynes**

### A. Approval of the January 8, 2019 Graduate Council Meeting Minutes

1. Motion was made to approve as submitted. Mauer made the motion with a second by Burfield. The motion was unanimously approved.

### B. Graduate Faculty Criteria – Languages and Culture Studies

1. Concepcion Godev was present to answer any questions.

**Mauer made a motion to approve as submitted with a second by Burfield. The motion was passed unanimously.**

## **II. Report of the Dean – Tom Reynolds**

A. This is my fourth year serving as RIO (Research Integrity Officer). Most of the allegations that come to me fall into the category of authorship dispute.

Two variations:

1. A group of collaborators begin a project, may publish or submit a grant proposal but later a subset of that group goes on alone to publish or submit a grant.
2. A student may provide some data for a project but then is not included on the grant proposal of publication by his or her advisor.

While these may be considered unethical or at least unprofessional, they do not rise to the level of RM (Research Misconduct) according to our policy on RM. They can, however, still cause long-term feuds and conflicts but we currently have no way to address these situations.

- B. Katherine Hall-Hertel, Lisa Rasmussen, and George Banks are leading a project, Cultivating Cultures of Ethical Research with a focus on establishing an authorship policy with a built-in resolution process. Policy will not define what constitutes authorship which is too complex and varied, but will increase the communication and transparency of how authorship is assigned by faculty.
- C. We sent a survey to faculty who are mentoring doctoral students supported on GASP and doctoral students assessing how authorship is determined across disciplines. We are getting good returns on the survey but I would encourage you to reach out to Faculty who are advising doctoral students and encourage them to do the survey assessing how authorship is determined across disciplines. We hope this survey will provide a starting point of our study.
- D. GPD/GPC Leadership award – a handout was distributed and members were asked to encourage nominations.

## **III. Discussion Topics**

A. Graduate Faculty Representative for Committee Assignments – Sandy Krause, Graduate School

1. A proposal/document was submitted for the Council's review prior to the meeting.
2. The proposal suggests certain criteria be met for all faculty serving as the GFR.
  - a. Faculty must hold tenure.
  - b. Have served on a thesis or dissertation committee previously
  - c. Home department for faculty is different than the program and committee chair
3. Council requested minor edits in text.

**Godev made a motion to approve pending revisions with a second from Lipford. The motion was approved unanimously.**

**B. Early Entry Assistantships – Michael Thompson, Public Health Science**

1. A document was submitted for the Council’s review prior to the meeting.
2. A discussion took place explaining the rationale behind the request.
3. A subgroup was formed to work with HR to figure out how and if it is possible to implement, especially if HR begins using positions for student assignments.
  - a. Subgroup: Michael Thompson, Tom Barth, Aidan Browne, Christine Haynes and Johnna Watson

**IV. Course and Curriculum Proposals**

**A. M.A., Counseling –Play Therapy Concentration Requirement Changes**

Originator: Phyllis Post was present to answer questions.

**Council members reviewing: Anderson, Browne and Godev**

1. A brief discussion took place.

**Godev made a motion to approve as submitted with a second from Lipford. The motion was approved unanimously.**

**B. FLED – 5104 Assessment in the Teaching of K-12 Foreign Languages**

Originator: Kristin Davin was present to answer questions.

**Council members reviewing: Barth, Canevello, Grover and Abrams**

1. New course for students not performing well in assessments.

**Mauer made a motion to approve as submitted with a second from Barth. The motion was approved unanimously.**

**C. GRAD – 6050 Intrapreneurship for Non-Business Majors – The Practice of Internal Entrepreneurs**

Originator: Jill Huerta was present to answer questions.

**Council members reviewing: Barth, Canevello, Grover and Abrams**

1. New course to prepare students as product managers and teach them how to translate technical language.
2. Discussed with Gary Kohut, MBA Director.
3. Will talk to Management department chair.

**Lipford made a motion to approve as submitted with a second from Barth. The motion was approved unanimously.**

D. HADM – 6234 Performance Improvement Project Management in Healthcare: An Introduction to Lean Six Sigma

Originator: Michael Thompson was present to answer questions.

Council members reviewing: Anderson, Browne and Godev

1. A brief discussion took place.

**Burfield made a motion to approve as submitted with a second from Godev. The motion was approved unanimously.**

E. MDSK – 5100L Lab in Content Pedagogy

Originator – Lan Kolano

Council members reviewing: Burfield, Lipford and Mauer

1. A brief discussion took place.

**Mauer made a motion to approve as submitted with a second from Abrams. The motion was approved unanimously.**

F. MDSK – 5101 Assessment of Middle Grades and Secondary Learners in Science

Originator – Warren DiBiase was present to answer questions.

Council members reviewing: Burfield, Lipford and Mauer

1. A brief discussion took place.

**Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.**

G. MDSK – 5102 Assessment of Secondary School Learners in Mathematics

Originator – Michelle Stephan

Council members reviewing: Burfield, Lipford and Mauer

1. A brief discussion took place.

**Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.**

H. MDSK – 5103 Assessment in Teaching Middle and Secondary Social Studies

Originator – Paul Fitchett was present to answer questions.

Council members: Burfield, Lipford and Mauer

1. A brief discussion took place.

2. There were a few minor typo edits requested in the brief statement in the proposal and the syllabus needed the graduate grading scale.

**Mauer made a motion to approve pending revisions with a second from Burfield. The motion was approved unanimously.**

- I. MDSK – 5104 Assessment in Teaching K-12 English  
Originator – Meghan Barnes was present to answer questions.  
**Council members reviewing: Burfield, Lipford and Mauer**

1. A brief discussion took place.
2. The syllabus needed the graduate grading scale.

**Mauer made a motion to approve pending revisions with a second from Burfield. The motion was approved unanimously.**

- J. MDSK – 6162L Lab in Instructional Design  
Originator – Scott Kissau was present to answer questions.  
**Council members reviewing: Burfield, Lipford and Mauer**

1. A brief discussion took place.

**Mauer made a motion to approve as submitted with a second from Burfield. The motion was approved unanimously.**

## V. New or Other Business

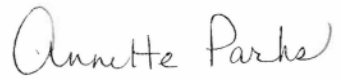
### A. Embargo Policy for Theses and Dissertations – Katherine Hall-Hertel

1. A document was provided in advance for the Council to review.
2. Pro-Quest is using the term Embargo instead of Sequester.
3. The document explains the process when a student’s work should be withheld from publications or “embargoed”.
4. The Council suggested adding a link to ProQuest’s website and adding additional language on how to protect students’ work.

**Godev made a motion to approve with revisions with a second from Canevello. The motion was unanimously approved.**

The meeting adjourned at 1:30pm.

Respectfully,

A handwritten signature in cursive script that reads "Annette Parks". The signature is written in black ink on a light-colored background.

Annette Parks  
Graduate Council Secretary