

November 12, 2013 Meeting Minutes of the Graduate Council

Members Present: P. Auter, R. Cheek, S. France, J. Laudun, A. Magidin, S. McNerny, D. Linton, A. Loewy, P. Sheppard (chair), M. Teutsch, D. Wadsworth, Y. Weng, D. Zhao, M. Farmer-Kaiser (ex-officio member)

Guests: Michele Feist, Bradd Clark

1. Call to order by P. Sheppard at 2:05 pm.
2. Unanimous approval of October 8, 2013 meeting minutes.
3. Announcements
 - A. The list of October and November degree candidates was presented.
 - B. Bradd Clark updated the Graduate Council on the status and objectives of the University Task Force on Graduate Education Governance. P. Sheppard noted that the discussions of the Task Force have been thorough while M. Farmer-Kaiser discussed the administrative path that the Task Force recommendations will take before presentation to the new Provost in January.
4. Old Business:
 - A. The Center for Advanced Computer Studies' proposal for collaboration with Beijing University of Posts and Telecommunications in China was considered. The proposal requests a waiver of the GRE and the TOEFL/IELTS examinations for graduate admissions. Motion made to grant the GRE and TOEFL/IELTS waivers with the condition that the students must formally submit an application to the Graduate School and meet all other Graduate School admission requirements upon completion of the bachelor's degree or within their 4th year of the 3+2 program. Motion seconded and passed.
 - B. Proposal was considered to amend the minimum number of thesis/dissertation hours that a student can enroll in from 1 credit hour to 3 credit hours. Motion made to accept proposal setting the minimum number of credit hours for all 599, 699, and 999 courses at 3 credit hours. Motion seconded and passed.
5. Committee Reports:
 - A. Appeals Committee: No Report
 - B. Curriculum Committee: Hard copy of report prepared by Helen Hurst, not present. The report was accepted by the Graduate Council.

C. Fellowships Committee: No Report

D. Faculty Review Committee: Michele Feist presented the Faculty Review Committee's report from its previous meeting. The Committee considered 62 graduate faculty applications, with 50 of the applicants requesting appointment at level 2 status and 12 requesting appointment at level 1 status. Out of the 50 applications for level 2 appointments, 1 application was unanimously recommended for denial of a level 2 appointment with the Committee recommending instead the appointment at level 1. Of the 12 applications for level 1 appointment, all were recommended for appointment at that level; 6 of these applicants, however, were found to meet the College criteria for the higher level 2 appointment and thus were recommended for appointment at that level. Additional recommendations were presented by the Faculty Review Committee: (1) the Committee recommended that the policy's statement regarding faculty who completed the terminal degree in the last three years be revised to stipulate that the recent terminal degree must be in the discipline in which the faculty member has his or her appointment and that a qualifier such as "typically" or "normally" be included with regard to these initial appointments; the Committee further recommended that all applicants, including those who have recently completed the terminal degree, undergo review prior to appointment; ; (2) the Committee recommended that the length of term be standardized across the University and thus that current College criteria that allow for different lengths of terms be revised accordingly; (3) the Committee strongly recommended against the allowance of permanent appointments and thus that current College criteria that allow for such appointments be revised accordingly; (4) the Committee recommended against offering separate criteria for faculty with administrative appointments or administrative duties and thus that current College criteria that include such separate criteria be revised accordingly; (5) the Committee recommended that appointment letters explicitly state that the doctoral level is level 2; and (6) the Committee recommended that the policy be revised to include provisions for faculty appointed at level 2 who would like to change their status to level 1.

6. New Business

- A. Motion made to allow the emergency appointment of a faculty member to graduate faculty status for the remainder of the Fall 2013 semester. Motion seconded and passed.
- B. Motion made to table clarification of graduate faculty policy regarding (a) loss of graduate faculty status to current dissertation/thesis chairpersons or committee members and (b) faculty on official sick leave. Motion seconded and passed.
- C. Motion made to approve the Graduate School Embargo Request Form as the appropriate process for obtaining an academic embargo. Motion also involved bypassing the Graduate Council in the approval process. Motion seconded and passed.
- D. Embargo request was considered for one student in the Geology Master's program. Motion made to approve the embargo request. Motion seconded and passed.

7. Meeting adjourned.