

## December 15, 2013 Meeting Minutes of the Graduate Council

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

Guests: Bradd Clark

1. Call to order by P. Sheppard at 2:08 pm.
2. Unanimous approval of November 12, 2013 meeting minutes.
3. Announcements
  - A. The list of November degree candidates was presented.
  - B. P. Sheppard announced a special Graduate Council meeting for January 13, 2014 to discuss the Task Force on Graduate Education Governance recommendations.
  - C. M. Farmer-Kaiser announced that the approved changes to registered thesis/dissertation hours would be done as a University-wide catalog change, as approved by the Academic deans.
4. Old Business:
  - A. Clarification was made regarding the official policy for Graduate Faculty on official sick leave. Rather than count time away from the University on sick leave as part of a Graduate Faculty member's term, the Graduate Council proposed that an "option to request extension of their appointment equivalent to the time of their official University sick-leave," be added to the current Graduate Faculty sick leave policy. Motion made to add proposed verbiage to sick leave policy. Motion seconded and passed. The Graduate Council also clarified the Graduate Faculty policy for Graduate Faculty members who are part of a thesis/dissertation committee and then lose Graduate Faculty Status. Motion made to clarify policy with the following wording: "Any current chair or committee member who no longer holds the appropriate status during the time he or she serves on that committee will be allowed to continue to chair or serve on the committee for two years after having lost Graduate Faculty status." Motion seconded and passed.
  - B. M. Farmer-Kaiser requested that the Graduate Faculty application submission process be revised to allow only electronic submissions. Motion made to accept submission policy revision. Motion seconded and passed.
5. Committee Reports:
  - A. Student 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. Fellowship Committee: No report.

D. Graduate Faculty Review Committee: No report.

6. New Business

A. Motion made to deny without prejudice the Criminal Justice program's request for waiver of letters of recommendation for graduate applications. Motion seconded and passed. Recommendation made to invite Dr. Rhonda Evans to the next regular meeting of the Graduate Council to explain more fully the request and its justification.

B. The Task Force on Graduate Education Governance recommendations were discussed by the Graduate Council and a special meeting for Graduate Council to discuss further and to formulate its collective feedback was set for January 21, 2014.

C. Discussion of baseline graduate certificate admissions requirements and matriculation process was tabled.

7. Meeting adjourned at 4:25 pm.