

## November 11, 2014 Meeting Minutes of the Graduate Council

Members Present: D. Baker, W. Ferguson, S. France, D. Harrington, R. Hernandez, B. Hill, A. Khattab, D. Linton, A. Magidin, S. McNerny, D. Olivier, T. De Nardo, D. Wadsworth, M. Farmer-Kaiser (ex-officio member)

Members Absent: J. Albert, P. Auter, D. Bellar, C. Briggs, R. Cheek, J. Davis-McElligatt, G. Gjertson, H. Hurst, A. Lakhotia, A. Loewy, S. Ritchey, K. Smith, M. Wright

The meeting was called to order by D. Linton at 2:03 p.m.

The Council voted to approve the minutes of the September 9, 2014 and October 14, 2014 meetings.

The list of degree candidates was presented and accepted by the Council.

Motion made to move the December 9, 2014 Graduate Council meeting to December 16, 2014 to accommodate schedules during finals week. Motion seconded and passed.

Peter Sheppard, Co-Chair of the Dean of the Graduate School Search Committee, provided an updates on the Committee's on-campus interviews of the top three candidates. P. Sheppard reported that a completed report was provided to the Provost and Vice President for Academic Affairs, James Henderson, including a listing of the three candidates' assets and deficiencies. No definite timeline for a final selection was provided to the Committee though J. Henderson had expressed his interest in seeing the position filled for January 1, 2015. P. Sheppard thanked the Graduate Council for their time and exited.

The Council voted to amend the agenda to allow for the presentation of the Report from the Graduate Faculty Membership Committee. Michelle Feist, Chair of the Graduate Faculty Membership Committee, provided the Committee's report for the Fall 2014 Graduate Faculty application cycle. The applications submitted were reviewed under the revised application guidelines approved in Spring 2014. Under the revised guidelines, the Committee reviewed applications for which one or more of the academic college review entities had (1) recommended denial of membership, (2) recommended appointment at a different level than applied for, and/or (3) offered a recommendation that was inconsistent with another college review recommendations or with the University policy. The Committee also reviewed applications for which a recommendation was absent from one or more of the three academic college review entities. In all, the Committee reviewed 20 applications for Graduate Faculty membership, with 11 for Level Two and 9 for Level One. Of the 11 who applied for Level Two, 9 were recommended for appointment at Level Two, 1 was denied Level Two membership but recommended for Level One membership, and 1 was determined to have insufficient documentation for a formal, final recommendation by the Committee. Of the remaining 9 applications for Level One membership, 7 were recommended for appointment at Level One and 2 were recommended for denial of Level One membership due to "lack of documented scholarly activity" and in accordance specific individual college criteria. Finally, the Committee noted that the 7 applications for Level One membership seemed to meet the criteria for Level Two. Beyond

the applications reviewed, the Committee offered additional considerations for refinement of the University policy: (1) The Committee noted that while the new review process seemed to be working, proper functioning is predicated on having complete recommendations and substantial justification for the recommendations from the review entities in the academic colleges; (2) the committee further noted that some academic college recommendations offered justifications for appointment that did not align with the college criteria; (3) connected to point 2, the committee requested that the University policy and/or college criteria explicitly address whether non-tenure line appointments (and non-continuing faculty) qualify for Graduate Faculty membership and, if so, in what cases and at what level; (4) also relatedly, the Committee noted that there are no stated guidelines for reviewing an application for a faculty member who was said to be resigning from the University, but, of course, the criteria for Graduate Faculty membership references only scholarly or professional engagement (to which length of employment is not relevant); (5) the Committee reviewed a number of applications because one or more reviews were missing from the Colleges and thus it formally requested that M. Farmer Kaiser “write letters to those who failed to submit their recommendations in a timely matter (or, in some cases, to submit them at all), with copies sent as appropriate to the relevant deans and to the provost”; (6) the Committee requested that applicants submit complete CVs that include dates and full information about publications; and (7) the Committee recommended that if the Council enacts changes to the University policy that gauge mentorship that it include mentorship criteria and benchmarks in the policy itself and also it be addressed also in the college criteria. M. Feist thanked the Council for their time and exited.

The Council reviewed the application that the Committee found document insufficient for action. Both the academic dean and the department head indicated that the faculty member had, since submitting the application, resigned from the University. Motion made to deny membership on the Graduate Faculty to this applicant. Motion seconded and passed.

The Council reviewed the Committee’s recommendations with regard to applicants who had applied for Level One membership but appeared to be qualified for a Level Two appointment. Motion made to allow the Dean of the Graduate School to note in these faculty members’ appointment letters that they may qualify for Level Two appointment and invite them to consider reapplying at the higher level in the future. Motion seconded and passed.

Motion made to accept all other recommendations for appointment/denial as included in the report from the Graduate Faculty Membership Committee. Motion seconded and passed.

Committee Reports:

Student Appeals Committee: No report.

Curriculum Committee: Report prepared and submitted by S. Ritchey, not present. The report was accepted by the Graduate Council.

Fellowship Committee: No report.

Graduate Faculty Membership Committee: Report presented earlier in the meeting.

#### Old Business:

Mary Farmer-Kaiser proposed a friendly amendment to the recently revised Graduate Faculty Policy to ensure clarity of intent. Friendly amendment proposed asked to refine the language of the proposed changes to read: "All faculty members new to the University must apply for Graduate Faculty status. New Faculty who have completed a terminal degree within the previous three years are typically awarded an initial Level One appointment for a term of three years; new faculty may apply for a regular, five-year Level Two appointment at any time, including in the initial application. Academic Deans and Department Heads holding faculty rank who do not wish Level Two membership are eligible to apply for Level One membership. The level of Graduate Faculty membership required of Graduate Coordinators is left to the discretion of individual colleges and departments." Discussion ensued, in particular, regarding the initial appointment to the Graduate Faculty of faculty who completed their terminal degree within the past three years and different needs of the individual colleges/disciplines with regard to new faculty hires. Motion made to revise the friendly amendment as follows: "All faculty members who wish to be a member of the Graduate Faculty must apply. Faculty who have completed a terminal degree within the previous three years are typically awarded an initial appointment at a level in accordance with that defined in the individual college's criteria. Academic Deans and Department Heads holding faculty rank who do not wish Level Two membership are eligible to apply for Level One membership. The level of Graduate Faculty membership required of Graduate Coordinators is left to the discretion of individual colleges and departments." Although in agreement with the motion, members of the Council determined that not enough members were present for a formal vote. Tabled until the December meeting.

#### New Business:

The Graduate Council considered different faculty members for the role of Grand Marshal for the Fall 2014 Commencement Ceremony. Motion made to nominate Stephen Knouse of the B. I. Moody III College of Business. Motion seconded and accepted.

Meeting adjourned at 4:33pm.