

1 **Meeting Minutes of the Graduate Council**
2 **April 13, 2021**

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4 Members Present: Jennifer Lemoine (Chair NURS), Alan Barhorst (MCHE), Joshua Bendickson (MGMT),
5 Brian Bolton (ECON), Frank Del Favero (EDFL), Brittany Grissom (SREB, PhD BIOL), Ashlie Latiolais (ARCH),
6 Christy Lenahan (NURS), Manyu Li (PSYC), Amanda Shuford Mayeaux (EDFL), Chad Parker (HIST), Andi
7 Petculescu (PHYS), Roger Rholdon (NURS), Catherine Roche-Wallace (MUS), David Squires (ENGL),
8 Heather Stone (EDCI), Michael Totaro (CMIX), Bruce Wade (MATH), Benjamin Yates (MUS), Sarah Smith
9 (GSO, PhD MODL), M. Farmer-Kaiser (ex-officio)

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11 Members Absent: James Albert (BIOL), Terrence Chambers (MCHE), Eric Ferré (GEOL), Sarfraz Khan
12 (ACCT), David Khey (CJUS), Mark Zappi (CHEE)

13
14 J. Lemoine called the meeting to order at 2:02pm.

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16 **Approvals**

17 Motion made to accept the March 5, 2021 meeting minutes. Motion seconded and carried.

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19 **Presentation of Applicants to Candidacy**

20 Motion made to accept presentation of applicants to candidacy. Motion seconded and carried.

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22 **Committee Reports**

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24 **Student Appeals**

25 No report.

26
27 **Curriculum Committee**

28 Report submitted by S. Young and C. Giroir stating that in March the committee received no course
29 change forms for review. Motion made to accept report. Motion seconded and carried.

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31 **Fellowships Committee**

32 No report. J. Lemoine confirmed that no University Master's Fellowships were awarded this semester
33 and that S. France will submit a report on the work of the committee for the final Graduate Council
34 meeting of the semester in May.

35
36 **Graduate Faculty Membership Committee**

37 C. Ratliff summarized two reports from the Graduate Faculty Membership Committee. The first report
38 identified the 29 applications that did not require Committee review as all three independent review
39 entities (College Dean, Department Head, and College Peer Review Committee) were in agreement with
40 recommendation for appointment at the level requested by the individual applicants. The second report
41 detailed the remaining applications that required review by the Graduate Faculty Membership
42 Committee, including two from faculty members who were deans or department heads and could not
43 review their own applications, both of which were approved for Level 2 appointment. Additionally, the
44 committee noted that two faculty members had applied for Level 1 appointment but were qualified for
45 Level 2 appointment; the committee recommended conferring with the faculty members to determine if
46 they misunderstood the ranking designations and providing each with the opportunity to be appointed
47 at Level 2; the committee also asked the Graduate Council to consider changing the names of the levels
48 so that they are less easily confused. The committee recommended appointment at Level 2 for an

1 additional faculty member applicant where the three college review entities had offered
2 recommendations that did not agree. Finally, the Committee asked the Graduate Council to make a final
3 decision on an application for which the faculty member had applied for Level 2 membership but was
4 not recommended unanimously by all three independent review entities; the committee noted concern
5 over the college criteria stipulation that contingent faculty members' applications "must be supported
6 by both the department head/school director and the dean...." After discussion, a motion was made to
7 follow the college criteria and, as a result of the lack of support for the application as required, to deny
8 appointment. A second motion was made to accept both reports with the intention of revisiting the
9 topic of renaming the Graduate Faculty levels during the May meeting. Motion seconded and carried.

10 11 **Diversity and Inclusion Committee**

12 M. Kightley presented an overview of the progress of the committee and introduced two proposals to
13 be considered in New Business. Motion made to accept report. Motion seconded and carried.

14 15 **Old Business**

16 17 **Graduate Council Letter to President, Provost, and Vice President for Administration and Finance** 18 **regarding Assistantship Budgets**

19 J. Lemoine thanked the members of the Graduate Council for their response to the request to send the
20 letter, particularly to C. Parker for initiating the effort, as well as those who made edits and comments
21 to the letter before it was sent to the Provost, the President, and the Vice President of Administration
22 and Finance. She was disappointed to report that, unfortunately, the letter did not receive a response.

23 M. Farmer-Kaiser encouraged members of the Graduate Council to continue to raise this issue as the
24 departments and colleges continue to have conversations related to the new strategic plan.

25 26 **Commencement Grand Marshal Update**

27 M. Farmer-Kaiser reported that she has been in contact with faculty members who had been selected to
28 serve as Grand Marshal to extend to them the opportunity to participate in the Graduate School
29 commencement exercises in May and/or at a later commencement.

30 31 **New Business**

32 33 **Continued Committee Chair-Membership Request for Departing Faculty Member**

34 J. Lemoine presented a request from a department head that a departing faculty member be allowed to
35 continue to chair/serve as a member of four graduate student committees (one PhD committee and
36 three master's committees); the department head indicated that they will serve as the students' on-
37 campus advocate and as a member of each committee. The request noted that the departing faculty
38 member has demonstrated the ability to provide quality guidance under remote conditions. Motion
39 made to approve the request. Motion seconded and carried.

40 41 **Graduate Council Elections and Annual Meeting of the Graduate Faculty**

42 J. Lemoine reported that in the coming weeks, the Graduate School will issue a call for nominations for
43 the five colleges that will elect new Council members for 2021-2022. She asked that members
44 encourage other graduate faculty to nominate themselves and/or others. The election will be held
45 virtually during in May.

46 47 **Proposed Revision to the University Guidelines for Graduate Faculty Membership**

48 J. Lemoine provided an overview of the proposed revisions (bold and italicized below) that had been

1 previously shared with the Graduate Council at the April meeting. She also introduced the
2 recommendation (bold, italicized, and underlined below) of the Diversity and Inclusion Committee.
3 These revisions propose the addition of the following sentence:
4

5 The Graduate Council has mandated that a shortened curriculum vitae covering only the
6 most recent five years accompany each Application for Appointment to the Graduate Faculty.
7 This document is to be separate from one's regular curriculum vitae. ***On the CV/supplemental
8 materials submitted, applicants are required to include evidence of their ability to work
9 constructively with graduate students, including students from historically marginalized
10 and/or underrepresented communities, and/or their participation in professional development
11 activities aimed at improving their ability to do so.*** Publications must be referenced in formal
12 bibliographic style in reverse chronological order; also, refereed publications must be clearly
13 identified as such. The Graduate Council further mandated precision and fidelity in the matter of
14 authorship; that is, all authors of a publication shall be listed in the manner appearing on the
15 title page or by-line....
16

17 M. Kightley expressed the need for the Graduate Council to require applicants to demonstrate their
18 ability to work constructively with graduate students from historically marginalized and/or
19 underrepresented communities; he added further that this addition would assist in bringing the policy
20 into line with the commitments made in the Statement of Solidarity issued in Summer 2020 by the
21 Council, the Retention Committee, and the Graduate School. Motion made to accept proposal, as
22 revised by the Diversity and Inclusion Committee. Motion seconded and carried.
23

24 **Proposal to Amend Ph.D. Degree Time Limits**

25 M. Kightley introduced a proposal drafted by the policy working group of the Diversity and Inclusion
26 Committee to amend time limits related to Ph.D. completion and the age of course credits applicable to
27 a Ph.D. degree. He said that the primary purpose of the proposed changes is to make Ph.D. programs
28 more accessible to non-traditional students, including part-time students and students who take an
29 extended leave for personal, medical, financial, family, or other reasons. A. Barhorst asked that input
30 from the Ph.D. programs be solicited. M. Farmer-Kaiser agreed to share the proposal with the graduate
31 program leadership for the Ph.D. programs and report back at the May meeting. Members were
32 encouraged to review with their own programs as appropriate.
33

34 **Graduate Council Chair.**

35 M. Farmer-Kaiser reminded the Graduate Council that a new chair will be elected during the final
36 meeting in May. She asked members of the Graduate Council to ask questions if they are interested and
37 also to encourage others whom they think might be a great chair to consider running for election. J.
38 Lemoine also offered to have individual conversations about what the role entails.
39

40 Motion made to adjourn at 3:53. Motion seconded and carried.