

September 10, 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, Y. Weng, D. Wadsworth, D. Zhao, M. Farmer-Kaiser (ex-officio member)

Guest: Nicole Müller

1. Call to order by P. Sheppard at 2:02 pm.
2. Introductions were made and new members were recognized.
3. P. Sheppard requested that the agenda be amended to move Nicole Müller's IRB discussion to the top of the agenda. Motion passed.
4. New Business
 - C. N. Müller gave an overview of the Institutional Review Board process at UL Lafayette. While Müller agreed that the Graduate School needs to be included on graduate student submissions to the IRB, requiring the Dean of the Graduate School's approval on those submissions slows down the process both for the IRB and the student. Müller stated that the Graduate Dean's involvement in the approval process was a holdover from previous years when the Graduate Deans were members on the IRB committee. Müller contended that the majority of IRB submissions are low risk cases and thus do not require extensive review by the Graduate Dean. Müller requested that the Graduate Council amend IRB procedures so that the Graduate Dean would not have to approve IRB submissions but so that the Graduate School would receive notification of IRB approval of graduate student theses and dissertations. Questions and discussion followed. Motion made to amend the proposed changes to IRB procedures to read: "IRB chair notifies student, committee chair, and research office of approval, and provides approved documentation to Graduate School. The Graduate School will make the approved IRB proposal part of the student's record." Motion seconded and passed.
5. Unanimous approval of minutes from May 14, 2013.
6. Announcements
 - A. M. Farmer-Kaiser announced staff changes within the Graduate School. Shawn Thibodeaux, Monica Mitchell, and Joell Faulk were introduced as new staff, and Suzy Mills was thanked for her service to the Graduate School.
 - B. The list of degree candidates was presented.
 - C. M. Farmer-Kaiser informed the Council of the formation of a University Task

Force on Graduate Education Governance by the Provost/Vice President of Academic Affairs, Dr. Bradd Clark. The Task Force includes: B. Clark and M. Farmer-Kaiser as co-chairs, P. Sheppard and S. France as representatives of the Graduate Council, Dean Jordan Kellman and Dean Mark Zappi as representatives of the Academic Deans, and, as representatives of the Graduate Faculty, Henry Chu (CACs), Jack Damico (CODI), Christine Devine (ENGL), Helen Hurst (NURS), Andrea Loewy (MUSC), and Bob Viguerie (MBA); Matthew Teutsch, president of the GSO, will represent graduate students. The Task Force is charged with offering recommendations to improve governance of the Graduate School and graduate education.

- D. M. Farmer-Kaiser noted the Provost's approval of on-going, but more minor, proposed changes to the Graduate Faculty policy, including, for example, allowing for the recommendation of a different level appointment than that applied for. Farmer-Kaiser also reported that the review process has gone, in part, digital with the use of Moodle. The college-level peer review committees of Liberal Arts and Engineering have volunteered to pilot the use of Moodle at the college level; the Graduate Council's committee on Graduate Faculty will use Moodle to review all applications.
- 7. Old Business: None on the Agenda
 - 8. Committee Reports:
 - A. Appeals Committee: The committee reviewed 29 total appeals; 26 were approved, and 3 were denied.
 - B. Curriculum Committee: Hard copy of report prepared by Jennifer Geer, not present. Motion made to accept report. Motion seconded and passed.
 - C. Fellowship Committee: No report.
 - D. Graduate Faculty Committee: No report.
 - 9. New Business:
 - A. Embargo requests were considered from three students from the Geology Master's program. Motion made to accept one student's request. Motion seconded and passed. Motion made to table one student's request until further information is provided. Motion seconded and passed. Motion made to accept the last student's request with clarification. That student would be notified that "the Graduate School will make a good faith effort to recover all distributed copies of the thesis and to fulfill the embargo commitment from this day forward." Motion seconded and passed.
 - B. P. Sheppard proposed the request for a GRE waiver from EDCI for its M.Ed.

program. Argument was made that waiving the GRE would make UL Lafayette more competitive in the online market while retaining academic integrity. The proposal asks to waive the GRE only for students meeting GPA requirements. P. Sheppard relinquished the chairmanship of the Council and S. France acted as chair during voting. Motion made to table discussion pending time restraints at present meeting. Motion seconded and passed.

10. Meeting adjourned.