

GRADUATE EXECUTIVE COMMITTEE MEETING MINUTES – September 19, 2013

Meeting Location: Room 3007, Psychology Building

Present: Bonni Cohen (for Brenda Dyal), Jennifer Branscome (for David Wasieleski), Janet Foster, Matthew Grant, E-Ling Hsiao, Jonghoon Kang (for Jim Loughry), Fred Knowles, Wallace Koehler, Sandra Kregar, James LaPlant (presiding), Ellice Martin (with proxy for Xavier McClung), Corine Myers-Jennings, David Nelson, Michael Sanger, Mel Schnake, Kate Warner, Sherman Yehl. Guests: Teresa Williams.

The meeting was called to order by Dr. James LaPlant at 2:03 PM.

The minutes from August 29, 2013 were approved with changes. No proposals were on the agenda.

Items Discussed:

1. Online, No-grade Prerequisites for Graduate Students: Michael Sanger asked if other programs had a one-hour course that was required of students; a course that confirmed whether or not students knew how to use Blazview, knew the definition of plagiarism, had knowledge of the structure of their program, and other tools that students should already know when entering their program. Social Work is working with the Student Success Center on developing a course. Response from committee members included MLIS has an orientation for new students, Education offers a required course (listed as EDUC 2999 or 5999) for zero hours but graded satisfactory or unsatisfactory (but deficiency points apply to Us). Nursing offers a seminar to which students are required to attend. Ways to improve graduate student writing was also mentioned. Fred Knowles said that in the last two weeks Criminal Justice has asked students to attend grant writing and comps preparation seminars. Committee members agreed that writing skills are lacking – perhaps a Writing Task Force sub-committee could be set up in October's meeting. David Nelson added that Communication Arts has developed professional development seminars with rotating topics to address similar issues.
2. Changes in Graduate Faculty Status Categories: James LaPlant said that in its last meeting, the Committee recommended moving temporary status to a two-year cycle and eliminating associate status. Currently, associate status is for three years while full status is five years. As the Committee works to better define the categories, it will need to share with the Dean's Council, Department Heads, and the Faculty Senate once a plan is developed. Categories suggested: Temporary status – good for three years; Graduate Faculty status – good for five years (no associate status). Candidates must meet Criteria 1-3 plus 2 from 4-7 for graduate faculty status.
3. Graduate Faculty Membership Committee: James LaPlant reported that there were 17 applications for first-time appointments to graduate faculty status and 17 applications for renewal of status. A membership committee was chosen: Michael Sanger (COE), Wallace Koehler (MLIS), Fred Knowles (A&S), Brenda Dyal (NURS), and David Nelson (Arts).
4. Graduate Faculty Scholarship Fund Committee: James LaPlant mentioned that Interim Provost Danahar is offering more money toward funding scholarship. It is hoped that some of this funding can be used for research and scholarship through the graduate faculty scholarship fund. A committee will be formed to review applications for funds for this fiscal year. Bonnie Cohen (NURS), E-ling Hsiao (COE), and David Nelson (Arts) have thus far agreed to serve on the committee.

Topics from the Floor

Graduate Catalogs: The University is considering a move to a strictly online catalog – next year will likely be the last printing. The Graduate School will request that 1,000 be printed for its use for the next academic year. The Committee was in favor of the online only version, but stressed that it should be easily searchable.

Department Visits: James LaPlant reminded the Committee that he is still open to visiting departments to discuss programs and funding possibilities for marketing and recruitment. Year-end monies may be released sooner than the end of the year – possibly quarterly.

The Graduate School Viewbook: The Viewbook and individual program information cards are on target for completion in October or early November.

Motion was made to adjourn, seconded, at 2:43 pm.

Teresa Williams

Teresa Williams, Recorder

James T. LaPlant

James T. LaPlant, Ph.D., Interim AVP for
Research and Dean of the Graduate School