

GRADUATE COUNCIL MINUTES

Tuesday, January 20, 2009

3:30 pm

Council Members:

COB

Nabarun Ghose
Louann Cummings
John Wolper (A)

COE

Mary Cameron
Gwynne Rife
Chris Moser

COHP

Laura Schmelzer (A)
Jean Weaver*
Sharon Walsh (A)

COLA

Christine Tulley
John Leach
Matthew Stolick

COS

Timothy Murphy
Bill Doyle (A)
Mike Edelbrock

Chair: Gwynne Rife

Ex-Officio:

Tony Goedde, Registrar
Tom Dillon, Graduate Dean
Robert Schirmer, Library Director
Grant Wilkinson, Parliamentarian (A)
*Also Faculty Senate Liaison

Heather Riffle, Graduate and Professional Studies
Jill Gear, Director of Grants and Contracts Administration
Sara Hingson, Director of External Academic Affairs
Linda Osei, Graduate Student Representative

Chair, G. Rife, called the meeting to order.

G. Rife asked for a motion to approve the minutes of the December 15th meeting. N. Ghose made a motion to accept the minutes, seconded by C. Moser. MOTION passed as noted.

Report of the Registrar

T. Goedde announced that the Office of the Registrar is cleaning up the system from Fall and Spring registration.

He asked the Council on thoughts about the January 3rd start date for Spring semester. He questioned whether this was too early and wanted feedback on looking to possibly move the date back one week for upcoming years. N. Ghose asked how this then would affect the end of the term. Goedde noted it would push the end date also back one week. T. Dillon discussed that the early start date does seem to affect weekend Occupational Therapy faculty because it is so soon after the holiday. T. Murphy added that it also affected Environmental weekend students, particularly international students due to them not arriving until Saturday and having to already miss one class. C. Moser indicated that for Education the early start date causes for a lot of rushing and late registrations over the holiday and offices being closed.

Report of the Graduate Student Representative

L. Osei reported that she is beginning to work with T. Dillon on a new graduate student survey for this semester.

Report of the Library Director

B. Schirmer announced that library allocations for this year in departments still need to be spent. He also noted that the Guyer Lounge had a new TV and vending machine put in over the holiday. Also the computers for student use there were also updated.

Report of the Director of External Academic Affairs

S. Hingson reported that Academic Affairs received a response on January 5th regarding the OBR approval to move the Physician Assistant program request on to the HLC. A report for HLC to approve the Master of Physician Assistant and a request for removal of the stipulations will be sent out this week. Academic Affairs will then be notified of a site visit, hopefully to come in February.

Report of the Director of Grants and Contracts Administration

J. Gear reported that she is currently working with several faculty on various grant projects. Some of which include proposals from T. Murphy with the Department of Defense, McGregor Fund for the Teaching Academy, and with H. Kawamura to bring a Japanese professional to campus.

Report of the Graduate Dean

T. Dillon also announced the HLC report will be going out this week to look at the removal of the stipulations. A visit is likely to happen in February, but may be later. The HLC may be looking to Graduate Council to see if it has moved on with the recommendations they gave at prior visits.

The first Graduate and Professional Studies newsletter will be coming out next week. Future issues will feature interesting program stories or students. The newsletter will be sent out once each semester.

Enrollment looks stable for graduate programs, this is also due to the addition of the DPT and PHRM students to this semester that have moved into the professional phases of their programs and are now counted as graduate students. CGS (Council of Graduate Schools) predicts that graduate enrollments will continue to increase as people are looking to learn new, or enhance current job skills due to job loss.

After the full faculty meeting last week, the Deans also met with the President and were asked to present him with some short term goals regarding institutional needs for student retention, engagement among students, and what faculty and staff can do to increase enrollment. T. Dillon noted that he also presented some long term goals that included how to increase graduate programming.

Committee Reports

Curriculum:

J. Leach will be sitting in as chair of the curriculum committee during B. Carter's sabbatical the remainder of this semester. He asked that any proposals for the committee be forwarded to him.

There was no report.

Faculty Standards:

M. Cameron reported that the committee has not yet met. The committee will be meeting on January 21 to look at the additional 11 applications that need to be voted on. J. Weaver has already scanned the applications using the new rubric and found it to work well.

M. Cameron noted that the committee will be discussing how to clarify the way in which faculty provide documentation of their plan of scholarly activity. T. Dillon added that the rubric may also need to be adjusted to suit the faculty that is observing field experience and clinical work.

Clarification will also be made for those faculty up for mid tenure review. It states that a letter of recommendation for promotion and tenure come from the Faculty Standards committee because they were the body that approved them for graduate faculty status. M. Cameron stated that she will not be writing those letters this year because it is the first time reviewing the applications. She has notified the VP of Academic Affairs that she does not feel ready to offer such a recommendation.

Student Standards:

N. Ghose reported that the committee had met to review and vote on several student appeals.

Admissions and Recruitment:

J. Wolper was absent. C. Moser noted that the committee has not met and there is no report.

Research and Scholarship:

S. Walsh was absent. G. Rife reported the committee is continuing to look for ways to offer statistical help to faculty.

The committee is also still reviewing the definitions for capstone projects to be consistent among all the programs. The plan is to create a UF category that will clearly define if a project is a capstone, a thesis, or a final project. The committee has a draft and will be sharing that with the colleges. T. Dillon noted that the HLC recommended consistency and to reach an agreement on common terms.

OLD BUSINESS

No report

NEW BUSINESS

No report

INFORMATION ONLY

T. Dillon announced that he may be asking the assessment committee to discuss the issue of ensuring graduate program assessment and to use different criteria and measures than undergraduate programs.

G. Rife noted that a decision regarding the coding of the newly approved Project Management courses in the MBA program will be listed as MBA courses and the section number will be used to identify the courses as being from Babbage Simmel.

There was a motion to adjourn at 4:15 pm.



Dr. Gwynne Rife, Chair

January 23, 2009

Date