

Minutes of the Graduate Council (GC) for September 13, 2018  
2:30-4pm in the Maryland Room, Marie Mount Hall

Present: Franke, Fetter, Green, Rabenhorst, Slater, Hanson, Hacquard, Hebbar, Weeks, Lu, Fernandez, Xie, Robertson, Tambe, Washington, Beise

Staff: Strausser, Long

- I. Welcome and Introductions
  - a. The meeting started at 2:35pm.
  - b. We went around and introduced ourselves.
  
- II. Approval of the minutes for May 1, 2018 Meeting
  - a. Meeting minutes were approved with no changes.
  
- III. Agenda and Organization
  - a. Topics to be discussed
    - i. Dean Fetter highlighted important items in the document “Grad Council General Announcements”, which was distributed to councilors ahead of the meeting. He opened it up for questions:
      1. What do we do with the expectation setting form once we have filled it out? Several councilors noted that the policy was not clear what to do after the SME was filled out. Dean Fetter’s response was that it is ideal if the supervisor and graduate assistant have a copy. The copies of the SME are available on our website and are not required to be used, but are available to assist in these meetings.
      2. Revisions to the RASA: Departments are having a difficult time with these new changes to these awards to include graduate students. Dean Fetter clarified that these are not new rules, but more emphasis is now placed on the component of graduate student inclusion in these projects.
      3. Graduate School Centennial- will graduate students be solicited to give ideas? Assistant Dean Franke said that The Graduate School will talk to graduate students about ideas and suggestions.
    - b. We reviewed the work plan that was distributed to the councilors before this meeting. This document highlights the projects that the Graduate School is working on currently. We discussed in detail several of the projects in this work plan.
      - i. Dean Fetter asked what is missing from this list. Councilors brought forth projects that they thought should be added. Some of the ideas are:
        1. A working group for PTK faculty membership guidelines and what are the circumstances around when PTK faculty can be sole chairs of dissertation committees.

2. A councilor asked that the Dean's Fellowship allocation be reviewed. Councilors asked that this project be given priority.
- ii. We also discussed the Graduate Outcomes Assessment. Ryan Long discussed this project. The GS asked councilors to think about their participation in a committee to review graduate outcomes that the GS will propose.
- c. Graduate Council structure
  - i. We discussed how we can organize to tackle the projects on this work plan. There are 5 standing committees that are a part of GC, but only one (PCC) is active. Dean Fetter sees policies following into two categories: more straight forward issues that the GS can review and bring forth a policy to GC and there are other issues that require a more in-depth review. These issues require a lot more work and would be impossible to tackle during a GC meeting. These issues would be referred to committees for review and for them to make recommendations. We agreed to adopt this structure of two categories for issues/policies.

#### IV. Proposed Graduate Policy Changes

- a. Military Leave of Absence (LOA) (action)
  - i. The history behind this policy is that we did not have a LOA policy for military service members. With our location, we attract quite a few active military personnel, so we need a policy to stop the clock and permit them a LOA.
  - ii. The GC reviewed the entire policy line by line. We discussed several parts of the policy.
  - iii. This policy is limited to students who are enrolled in the military at the time they apply to the university. The way the policy is proposed to the GC today is for people who are currently enrolled when they apply. This policy is not meant for people to sign up when they are graduate students. Dean Fetter asked for feedback about this distinction.
    1. Councilors favored a more liberal approach to this policy. Students should be permitted to join the military when they are graduate students and they should be allowed a LOA. Because they favored a more liberal approach, the policy was updated with language that reflects this.
  - iv. This is a completely new policy that will be added to the graduate catalog. It will be added to the catalog with the other LOA policies.
  - v. This policy, with changes, was approved unanimously by the GC.

#### V. Discussion Topics

- a. Defense remote participation
  - i. We began discussing this at the May 2018 GC meeting. We continued this discussion at this meeting.

- ii. The policy would allow for certain members to participate remotely. The Dean's representative, chair and student cannot participate remotely.
- iii. The issue that we discussed was the recording of the defense. The policy was presented to the GC requiring the defense be recorded in case the legitimacy of the defense is called into question.
- iv. Some councilors expressed concern with the recording of the dissertation. Recording it does not ensure that there is not going to be a glitch, so it makes it more difficult for the graduate student. The recording portion of this policy was introduced because the GS found that the dean's representatives were not doing their duties.
  - 1. To remedy this concern, it was proposed that the dean's rep form be revised. The councilors asked for the current form to change or a new form to be added for the dean's representative to sign to bring attention to these new policies.
  - 2. A councilor suggested that part of the policy include a technology plan for approval.
  - 3. We discussed the possibility of including a definition for remote. However, several councilors expressed concerns with this.
- v. Dean Fetter said that we would consider all of the GC's feedback and bring an edited policy for review to the next GC meeting.

b. 898/899 Credits

- i. We reviewed this policy line by line. This is a continued conversation from the May 2018 meeting.
- ii. Councilors raised the concern about the 6-automatic registration.
- iii. Councilors also brought concern over the 6-credit rule and then students who want to take classes during their dissertation and how that affects their tuition and remission.
- iv. The proposed solution to the 898/898 credit issue was approved unanimously. Next time we will present a policy based on these approved recommendations.

VI. New Business

- a. Not discussed because we ran out of time.

VII. Adjourn

- a. Meeting was adjourned at 4:02pm.