

Graduate Council Retreat
October 16, 2008
Minutes

Present: Sean O'Halloran, Flo Guido-DiBrito, Angela Henderson, Wendy Highby, Brian Johnson, Robert Murray, Rutilio Martinez, Lauren Cikara (GSA), Adam Lowrance (GSA), Frances Braafhart, recording secretary

Absent: Dianna Gray, Tracy Mueller (maternity leave)

INFORMATION ITEMS

Motion to approve the agenda was made and approved by vote. Motion to approve the 9/18/08 minutes was made and seconded, approved.

DISCUSSION ITEMS

A call for nominations to Graduate Council was put out by Stephen Luttman, Chair of Faculty Senate, but no nominations were received. Graduate Council continues to discuss the low membership of Council and there was discussion to increase membership. Currently there are 3 vacancies: NHS (2 vacancies); CEBS (1 vacancy). To increase membership, the Council would have to forward any changes to Senate for approval.

As far as the Graduate Council's increasing its membership is concerned: Because the membership of the Graduate Council is fixed by Board Policy (cf. 2-3-107(3)(d)), any changes would have to be approved all the way up from the Senate through (and including) the Board of Trustees.

Robbyn will draft a letter to Stephen Luttman of Faculty Senate regarding the recruitment of members to Graduate Council. Council would like to increase membership and will forward the request to Senate and also Board of Trustees.

ACTION ITEMS

Standards Committee

There were six (6) new appointment applications. Requested status was GF or DR. 3 applications were denied GF due to new faculty hires with no publications. Standards recommended GL status.

There were 3 applications for reappointment. All were approved for DR.

GL status requires approval by the dean of the Graduate School. GL status allows faculty to serve on committees in order to gain experience before they are granted GF status. But GL status does not allow faculty to serve as chair or co-chair. Robbyn will draft language to allow faculty with GL status to serve on committee and serve as co-chair. Move to accept; seconded.

Program Review

No report.

Graduate Student Association

GSA purchased 4 digital recorders and ASRM is going to share the recorders they have, so GSA will work with ASRM to provide information to Graduate students on how to utilize the machines.

GSA committee members inquired about the possibility of changing student email addresses from the Bear mail format to the following format: first.last@bear. This format is preferred as it looks more professional on a vita. Another suggestion was to provide grad students with the format of first.last@unco.edu (same as faculty and staff) and only one email for grad students.

ANNOUNCEMENTS

Robbyn: Enrollment Summit was held on Wednesday, October 15th. The summit was held to raise awareness regarding enrollment and to promote student success at the UG level. An 'Enrollment Summit' for graduate students will be held

early spring to promote and increase the visibility of graduate education and identify our graduate student population. Robbyn asked for assistance in identifying action items for the summit to forward to the Provost.

Robbyn discussed how marketing Graduate education is very different than UG marketing. Graduate education marketing requires strategic planning and we also need to include the international student population (2% of total grad population). The plan is to have four (4) topics of discussion and small breakout groups for the summit.

Robbyn gave a 10 minutes presentation at the Board of Trustees meeting regarding graduate education. It was great exposure and a good opportunity to speak to the Board about graduate degree programs, challenges of graduate education, marketing, recruiting, assistantships and faculty workload.

Robbyn announced that the Graduate School is working towards electronic thesis and dissertation submission. Colleagues from the Library have invited Carol Steward, Graduate School and Dianna Gray, Graduate Council to attend a workshop regarding this topic. Dianna will provide an update to the Council.

Other Items

- The signature page in the dissertation manual will no longer include the research advisor. Template will have new signature lines
- The newly revised thesis/dissertation manual is ready to go and will be used effective January 1, 2009.
- Changes to the MS in Sociology. When changing a title of a program, must forward to the Curriculum Committee for approval. If a new program is being requested, the routing is program review and then curriculum committee.
- Council to revisit the need for reviewers for honors and awards.
- Fall commencement banner bearer is the chair of the Graduate Council. Frances needs to report to the Commencement Committee who will be carrying the banner for the Graduate School.
- There was discussion regarding the letter from the President congratulating faculty on their GF or DR appointments. The President is concerned that due to her schedule, letters may not be signed on a timely basis. Is the letter necessary from the President? Council agreed that this is a nice recognition from the President of the University to the faculty. Robbyn will speak to the President's assistant.

Comment for Good of Order

Next meeting is November 20, 2008.

Respectfully submitted,

Frances Braafhart