

**Graduate Council Retreat
September 18, 2008
Minutes**

Present: Sean O'Halloran, Chair, Brian Johnson, Flo Guido-DiBrito, Dianna Gray, James Holland, Angela Henderson, Robbyn Wacker, Frances Braafhart (recording secretary)

Absent: Rutilio Martinez, Robert Murray, Tracy Mueller
New member from Library – Wendy Highby

INFORMATION ITEMS

There was no agenda developed for the retreat. The retreat was to discuss and develop Graduate Council objectives and also discuss the purpose of Council. It was agreed by Council members that Graduate student education is an important focus of the Council.

DISCUSSION ITEMS

The first topic of discussion centered on the makeup and membership of Graduate Council. Currently, there are only 9 members with 3 vacancies. Council guidelines indicate that Council is made up of 1 voting faculty member from each college and then members and the remaining membership is decided by and distributed proportionately according to the number of graduate faculty in the programs. Council would like to increase its membership by at least 6, with representation from the colleges with higher number of graduates. Another 6 members needed for Council to accomplish its objectives.

Tracy Mueller, who is on maternity leave, will forward the name of an alternate to attend Council meetings in her place until she returns.

There was discussion regarding current policy for appointing a Council member in the event a current member resigns/leaves Council. If a committee member can no longer serve, the Dean of the college shall appoint a faculty member to fill the vacant position.

There was a vote to revise 'Article III – Members' Section 1 under Committee makeup:

Revise section 1a

Council shall consist of faculty representation from each academic college. Motion to approve, seconded; motion passed.

It was suggested that a 3rd subcommittee be created to review graduate awards and honors, such as: Graduate Dean's Citation for Excellence & Outstanding Thesis & Dissertation. Create a rotation if Council obtains more membership.

To request more members, Council will need to forward the request to APC and then approval from Faculty Senate. It is possible that Graduate Council will have full membership by spring 2009. Robbyn will draft a memo to recruit membership and spark interest in Graduate Council.

ACTION ITEMS

Standards Committee

All reappointments and new appointments were granted status requested with the exception of two reappointments from HSS and MCB. Robert Murray will clarify the work/performance of a faculty reappointment in PVA. A written product is required if faculty requests Doctoral Research Endorsement. What should be done if PVA faculty provides performances but NOT written work? Robert Murray will clarify. What about MCB faculty seeking DRE? Currently, there are not graduate programs in MCB and the questions becomes whether there is evidence of serving on a doctoral committee.

GF reappointments/reappointments are suspended during the summer. There was discussion on how to deal with faculty who may require an appointment during the summer. To remain in compliance, Council will review the case of a faculty's DR status expiring and perhaps give them an additional 30 days in which to complete their work on a committee. If the faculty member has DR status, they will be grandfathered to complete the current committee work; however, they

will be ineligible to sit on a new committee until they do file for reappointment. Robbyn will check DR grandfathering; if not in bylaws, will work on putting it on.

Program Review

Program Review will work on the following:

- Service commitment and Grad Council
- Review/update Graduate Council guidelines

Graduate Student Association

GSA Update: fall grants coming in nicely. GSA would like to institute a GSA \$10 fee. SRC would like to have the groups on campus be self supporting. James Holland invited Council members to the 2nd Annual GSA BBQ next week, September 25th 2008 at the Garden Theater. There will be food and entertainment.

GSA is buying equipment voice recorders, 360 microphones and other equipment to for use and to aid graduate students in their qualitative research. Also, James has updated the Listserv for GSA.

ANNOUNCEMENTS

The Graduate School along with Graduate Council is sponsoring a 'Graduate Coordinator Reception' following the Council retreat. All Council members invited to attend. Light snacks will be served.

COMMENTS

Council will begin its monthly meeting schedule in October. The October council meeting will be on Thursday, October 16, 3-5 pm at the UC Spruce C.