



***Graduate Council Minutes***  
**Thursday, November 16, 2017**  
**3:00 – 5:00**

Present: Rick Adams, Achilles Bardos, Linda Black, Kathleen Dunemn, Paul Elwood, Jenni Harding, Chair, Angie Henderson, Rutilio Martinez, Amra Mohammed, Michelle Morgan, Alan, Morse, Carissa Reddick, Jacob Skousen, Jerry Suits, Cindy Wesley, Stephanie Wiegand, Mia Williams, Susan Pryor, recording secretary  
Absent: Rashida Banerjee, Silvia Correa-Torres, Mary Evans, Janel Greiman, David Shimokawa

Jenni established a quorum and called the meeting to order at 3:15 p.m.

**I. Approval of Agenda**

Angie motioned to approve the agenda and Kathleen seconded. The motion approved by vote agreeing to move Angie's item before Old Business: Graduate Student Writing.

**II. Review and Approval of October 19, 2017 Minutes**

Carissa motioned and Mia seconded to approve the October 17 minutes with one correction. Motion passed by vote.

**III. Announcements**

**A. Dean's remarks – Linda Black**

- Linda just completed enrollment planning across campus. Projections of graduate enrollment show an increase of 5% in 2018.
- There is a tax law before Congress that was passed by the House on this date. With the new tax law, graduate students must pay taxes on tuition and stipends, which will effectively kill graduate programs. There is an initiative to call representatives and senators to persuade them to vote against the law. The Senate does not seem interested in taking the provision out. Will send information on the initiative to the Council.

**B. Associate Dean Remarks – Cindy Wesley**

It has been a real pleasure to be involved in enrollment planning, spending more time with her supervisor, meeting people and seeing what programs are doing, as well as how passionate people are about their program areas.

**C. Chair Remarks – Jenni Harding**

Thanks for filling out the top priorities for Graduate Council. Top five priorities include:

- 1) More grant dollars for graduate students
- 2) Compensation/workload issues for graduate faculty
- 3) Graduate student writing
- 4) Support/space for graduate students (Campus Commons)
- 5) Writing Center for graduate students

Jenni has put in a meeting request for Leo Welch, interim provost, in the hopes of having a conversation with him in his new role to get his thoughts on graduate faculty compensation. Jenni also talked with Faculty Senate; which is not ready to talk just yet. Maybe at the beginning of the spring semester.

**IV. Standing Committee Reports**

**A. Faculty Senate/APC – Stephanie Wiegand**

Faculty Senate & APC Reports – Faculty Senate and APC met on October 23<sup>rd</sup> and November 6<sup>th</sup>.

- APC is working on cleaning up language for the catalog regarding Final Exams, Concurrent Enrollment, and Dual Enrollment (the latter two are undergraduate issues).
- There was evidently some concern on the part of a Senator that graduate curriculum was going through appropriate bodies for approval. At the Academic Policies Committee meeting of October 23<sup>rd</sup>, Anne Toewe (chair) started her comments with the statement that “APC will not be taking up the matter of graduate curriculum approval. After considerable time in review, I find that process is alignment with the policy” so that there is no need for APC to discuss the issue. Anne did ask if anyone had comments or further thoughts. No one did. So it appears the matter has been dropped.
- Bear Pantry made a presentation to the November 6<sup>th</sup> meeting of Faculty Senate. Please think of them when making charitable donations.

Other than the presentation from Bear Pantry, both Faculty Senate meetings were devoted to discussion of the change in Provost and the lack of communication from the President. The October 23<sup>rd</sup> meeting saw the largest attendance at a Senate meeting during the last three years. Conversations are ongoing.

**B. Standards Committee –Rutilio Martinez**

Rutilio reported that the committee reviewed 29 applications. He thanked the Council members for sending comments and for their patience. There was discussion on whether to allow GL status for applicants outside the university. Linda expressed doubt that the applicants qualify for GL status. Rutilio said this has been done in the past with professors of accounting who had some academic endeavors but not enough for GF status. Linda questioned why this practice would be in place only for accounting faculty members, adding that this did not seem fair. Jenni said the council must be consistent and have it in the policy. Jenni asked if the council should table a decision on applicants 4 and 5 until the next meeting. Rutilio suggested outright denying them as with applicant 3. He noted that applicant 10 had very limited graduate work. While the applicant did not have many publications, they were high quality.

Rutilio contacted some of the applicants requesting more information, but some are listed as pending because he is waiting for more information on their graduate work. For example, applicant 21 is the director of a graduate program and has a big grant. However, the publications are not clear. At least one presentation must be at an international conference. She needs to provide clarification on conferences and publications. Paul asked whether international conferences are required, and Rutilio replied that they are, referencing the bylaws. He added that a major national conference may be considered international. Jenni asked for a motion to approve the slate. Angie motioned, Kathleen seconded, passed by vote.

**C. Program Review Committee Report– Mary Evans**

- dean citation and excellence awards were reviewed by committee and awarded
- currently reviewing outstanding thesis and dissertation nominations. Frances can help speak to this if need be.
- we have reviewed COMM, Biology, EAS, and just remaining on feedback from all members on AUD. Please remind the program review committee (specifically Dr. Suits) that I need feedback from everyone as they make for strangers letters to the program. Also, thank the members that have been prompt in their feedback, I appreciate it...

**D. GSA Representative – David Shimokawa**

Jenni noted that David was not present. No report.

**E. Assessment Council: Mia Williams**

Mia reported that the assessment council met the previous week.

**F. Professional Educational Council (PEC): Mary Evans**

- Spanish and Theatre curriculum changes were tabled because reps from those departments didn't attend the meeting;
- Curriculum changes to the Special Education masters (deaf and hard of hearing, generalist, and visual impairment) were approved - PTEP not required by states, so they worked to match standards to courses. They did this (despite some disagreement) because of shifting standards, declining enrollment due to students going elsewhere because UNC requires too many credits.
- Member from Greeley school district came to meeting and is now the community member on the committee, they also have an undergraduate rep as well.
- there are still PEC vacancies that need to be filled, if interested contact Courtney Luce.

**G. Library Representative – Stephanie Wiegand**

Please contact your library liaison (<http://libguides.unco.edu/directory/directory>) to request any materials you would like to have place for spring semester.

V. **Old Business: Graduate Student Writing**

Jenni said she wanted to discuss graduate student writing at the next meeting and have a conversation after the Writing Center representative leaves. In advance of the next meeting, Jenni wants the student council representatives to look into needed resources and how the Graduate Council can best support graduate students in this area. Jenni said the Council would meet again in November because it is not meeting in December.

VI. **New Business/Action/Discussion Items**

**Alternate Thesis/Dissertation Formats – Angie Henderson**

Angie said a student in the MA program in Sociology proposed an alternate format (journal article length) thesis. The graduate coordinator informed Angie the thesis was returned. Jenni noted that a change in policy regarding alternate thesis/dissertation formats was never discussed or voted on by the council. She added that a lot of programs choose a different format as an option if approved by program.

Linda explained that the former assistant dean, Susan Hutchinson, talked with departments. Some, such as Biology and Chemistry, needed an alternate journal format. She added that some music programs have allowed alternate format, and the Graduate School has talked with the faculty to determine the rationale for this. Cindy apologized for the situation with the MA student in Sociology, explaining that she thought the alternate format was for a dissertation rather than a thesis. Linda said the Graduate School will contact the student and apologize for the error.

Cindy added that Carol Steward reviews thesis and dissertation submissions to determine whether the projects are well conceived. Linda said ensuring quality of content is incumbent on the Graduate School. Carissa said she thinks it should be incumbent on the graduate committee rather than the Grad School. Linda said it is incumbent upon the Grad School to maintain a standard for the university.

Michelle noted there were inconsistencies in the current Graduate Student Manual and what was discussed within this meeting. After discussion and review, it looks like the incorrect information is on the webpage. Linda will follow up to correct these discrepancies.

Jenni summarized the discussion to state that the Graduate School should be informed ahead of time in the case of an alternate format for a dissertation. For a thesis, it is up to the faculty in the graduate program to approve an alternate format. She added that further discussion of the role of the Graduate School and the Council may be needed for transparency.

VII. **Adjournment**

Alan motioned to adjourn, Kathleen seconded. Motion passed by vote. Council adjourned at 4:15 p.m.

Respectfully Submitted,

Susan Pryor, Recording Secretary  
(for Frances Braafhart)