Present: Rick Adams, Rashida Banerjee, Achilles Bardos, Linda Black, Silvia Correa-Torres, Kathleen Dunenn, Mary Evans, Janel Greiman, Jennifer Harding, Chair, Angie Henderson, Deborah Kauffman, Rutilio Martinez, Amra Mohammed, Michelle Morgan, Alan Morse, Carissa Reddick, Jacob Skousen, Cindy Wesley, Stephanie Wiegand, Frances Braafhart, recording secretary.
Absent: Jerry Suits, David Shimokawa, Mia Williams, Paul Elwood (on sabbatical)

Jenni established a quorum and called the meeting to order at 3:05 p.m.

I. Approval of Agenda
Jenni asked for any addition to the agenda. Kathy Dunenn would like to discuss compensation. Jenni called for addition of Kathy’s item to the end of the agenda for 10 minutes. Jenni called for approval of the agenda with one addition. Carissa moved to approve the agenda and Rick seconded. Agenda approved by vote.

II. Review and Approval of March 22, 2018 Minutes
Council members reviewed the minutes. Jenni called for a motion to approve the minutes with some minor corrections. Rashida moved to approve the minutes and Silvia seconded. Minutes with corrections was approved by vote.

III. Announcements
A. Dean’s remarks – Linda Black
A new student information system called SLATE is in the development stages to implement and accept admissions applications for spring 2019. This system is an integrated system that will move applications from inception of enrollment. Graduate School staff will be coming to departments to provide training.

Graduate enrollment is trending well. Admission numbers are ahead of graduate student admissions from last year.

Linda shared that she has been attending many budget meetings. Linda urged all to attend a meeting to understand where the issues are and where we are going. There are a number of items on the table for consideration. Linda added that UNC presidential finalist Dr. Andy Feinstein will be on campus April 16 and 17 and meeting with faculty, staff and different constituent groups.

B. Associate Dean Remarks – Cindy Wesley
The first student to submit their dissertation via the electronic dissertation process submitted their product 2 weeks ago. Cindy asked that Council members encourage faculty who have graduate students near the proposal stage or comprehensives, to get them on board with the new process. Cindy has been working with IMT in developing a campus sub-shell for thesis or dissertations for faculty who currently have DRE status.

By this time next year, the Electronic Dissertation Scholarly Works process will be in place in Canvas. By using Canvas, faculty are able to see view the most current versions of projects or proposals, plus there are conditions and helpful review questions available. Workshops may be planned on How to run your own Canvas Shell.

The Library is doing a Dissertation Writing Intensive on June 8, 2018: 9:00 – noon and June 10, 2018: noon – 5:00. We are asking for doctoral students who have completed their comps. Sessions will include finishing the dissertation and on research methodology. Registration opens on Monday, April 16. Linda asked if
sessions can be streamed live. Stephanie will check into this. Cindy will also check on whether distance students can register.

Plans are underway for the GTA Conference scheduled for August 15, 2018. This is a mandatory conference for all new and returning teaching assistants. Sessions to be geared towards advanced TA’s as well as new TA’s. There will be a Title 9 session.

C. Chair Remarks – Jenni Harding
Jenni thanked Program Review for their work in the review of 24 nominations for the Dean’s Citation for Excellence. A sheet will be going around for all to sign up to review 2 nominations for the Dean’s Citation for outstanding dissertation/thesis/capstone. Do not review your own nomination.

IV. Standing Committee Reports
A. Faculty Senate/APC – Stephanie Wiegand
- The all faculty meeting is next Tuesday, April 17th, from 3:30 to 4:30 4:30. Immediately after, the Faculty Senate will host the finalist candidate for the position of president from 4:30 to 5:00 PM in Columbine A. If you would like a chance to meet Andy Feinstein, Ph.D., this is the time.
- Faculty Senate is unaware of any faculty representation on any planning body for the proposed Colorado College of Osteopathic Medicine (CoCOM). As this is concerning to Senate, they approved a motion requesting university administration invite two Senators from NHS to all planning activities so that faculty can give input and also be informed. As part of this discussion, Stephanie put forward to Graduate Council that, as the proposed Master’s of Science in Medicine will be a UNC program, that Graduate Council may want to be invited to be part of the process as well.
- Concerning the Academic Appeals Process Taskforce that is reviewing the policy and procedures, Graduate Council asked if Stephanie and/or Cindy could ask for a draft (even if not in the final stages) that the members could review.

Linda commented that faculty and administration have not been involved in the process for the CoCOM degree. The process has been conducted through President Norton’s office. There was no involvement by Provost Wacker when she was here. Linda’s suggestion was to get on a planning committee. Stephanie added that the MOU was signed about 10 months ago. If Council would like her to send something forward as a proposal, please let her know. Linda recommended that Council issue a friendly amendment to include faculty and the Graduate Dean in the process. Question was raised as to whether Senate can request a copy of the MOU so Council members can review content.

Stephanie will inquire at the next Senate meeting.

Kathy shared how the Nursing program would be affected by the CoCOM program. One of the biggest concerns being the program will pay for preceptors and agencies to intern their students. School of Nursing cannot do this.

With regards to the Academic Appeals process, Linda asked for suggested changes to come to Council for review before the process is finalized. Stephanie will Ann about the document.

B. Standards Committee – Rutilio Martinez
Rutilio thanked the committee members for their work. The committee reviewed 4 applications. Three applications were approved by the committee without issues or problems. One of the applications was a bit unusual as the applicant had limited graduate level experience; however, the applicant had good publications. Standards is in favor of granting GF status. Jenni called for a motion to approve the slate. Rick motioned to approve the slate and Janel seconded. Motion approved by vote.

C. Program Review Committee Report – Carissa Reddick
The committee reviewed Educational Policy & Leadership program and turned it in to Kim Black the first week of April. This was the last review for the semester. Program Review members reviewed the nominations for Dean’s Citation for Excellence. There were 24 nominations and each member reviewed 2.

D. GSA Representative – Michelle Morgan for David Shimokawa
- Graduate Student Appreciation week was the first week of April. About 500 students participated in events throughout the week. The Graduate School provided pizza and cookies. There was a lot of activity throughout campus; departments participated and did provided events in their areas.
- David is researching resources and accommodations for blind students.
- Several GSA members are on the Academic Appeals Board.
• David would like to expand the GSA budget by 25% using outside resources and he is seeking collaboration from other universities. Elections were held for new officers.

E. Assessment Council: Mia Williams
Kim Black was ill so the Council did not meet.

F. Professional Educational Council (PEC): Mary Evans
• Here is a link to the rules that were proposed requiring the 6 hours of CLD standards in teacher prep and 45 seat/3 hours of CLD PD for license renewal for licensed teachers: https://www.boarddocs.com/co/cde/board.nsf/goto?open&id=awa2cv818304
• Also proposed are the acceptance of the updated Teacher Quality Standards that have been in pilot this school year.
• The board is taking direct feedback on these proposals thru April 20th here (item 1.): https://www.cde.state.co.us/edtalentrulesfeedback

G. Library Representative – Stephanie Wiegand
No report.

H. Research Advisory Council – Jenni Harding
RAC had to cut 1/3 of their budget and more cuts to follow in the coming year. Funding is awarded to faculty and student for research.

V. Old Business: Supporting Graduate Writing – Graduate Council Recommendations
There was discussion regarding graduate student writing with input on what particular areas are doing to assist students with their writing. The following 6 models came out of the discussion:
• A graduate Writing Center
• TA role in writing
• Co-sponsor writing workshops
• Dissertation credit for writing
• Introductory graduate level course
• Writing lab to provide writing assistance to students at different levels.

Linda was concerned about a comment made by Amra regarding a time limit imposed on graduate students using the current Writing Center. Graduate students only have 1 ½ hours to use and get help at the Writing Center. CIE also has limited hours. Amra has had to pay outside help. Council to review in the fall and do some feasibility work. Linda would also like to revisit time limit rules for graduate students at the Writing Center.

VI. New Business/Action/Discussion Items

Election Information 2018-19 – the following seats will be open for fall 18:
• Graduate Council Chair
• Research Advisory Committee
• Faculty Senate

Would the co-chair of Standards and Program Review like to step into the Chair position? Upcoming elections will fill seats that will be vacated in 2018 from Council.

Angie would like to see the criteria used to evaluate the dean’s citation nominations. Jenni indicated that nominations are reviewed by 2 faculty members but there is no rubric or actual criteria. Council will revisit in the fall to determine if criteria should be developed for the review of both Graduate School awards.

VII. Adjournment
Jenni called for a motion to adjourn. Mary motioned to adjourn, Achilles seconded. Approved by vote. Adjourned at 5:00 p.m.

Respectfully Submitted,
Frances Braafhart, Recording Secretary