



## GRADUATE COUNCIL

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**Minutes of Meeting Held on October 11, 2011**

*Present:* Interim Dean Weyman, Professors Shelton, Medina-Rivera, Harper, Monaghan, Zhao, Talu, Ray, Bubenik, Foster, Pettey, Spicer, Delgado, Marino, Bagaka's, Mensforth

*Absent/Excused:* Professors Dixit, Zhou, Shukla, Thornton

*Guests:* Associate Dean Wendy Kellogg

Interim Dean Weyman called the meeting to order at 2:05 p.m.

1. **Approve Agenda** – The Agenda was approved as presented
2. **Approve minutes from September 8, 2011 meeting** - The minutes were approved as written.
3. **New Business**
  - ❖ College of Urban Affairs – Course prefixes
    - A. The College has one department with many academic programs. Each one of these programs has its own prefix for courses (ENV, NAL, PDD, PAD).
    - B. The proposal is to change all program prefixes to UST for all courses. The process to make changes in PeopleSoft is very labor intensive since each different course needs to be updated for any submitted changes. This proposal is to simplify the process for all concerned.
    - C. Course content is not changing and course titles remain the same.
    - D. Several concerns were expressed from other programs that incorporate some of the ENV, NAL, PDD, or PAD courses. It was felt there could be confusion and that perhaps students would not be able to locate the courses they needed.
    - E. Dr. Kellogg has offered to provide a list of all changing courses and Graduate Studies will send an informational email to all Program Directors.
    - F. **A motion to approve the prefix changes, send an informational email to Program Directors and ask that serious concerns be addressed to Dr. Kellogg was unanimously approved.**
    - G. Two ENV courses did need course number changes to align with the undergraduate courses and to avoid duplication:
      - UST 551 Environmental Finance and Capital Budgeting will change to UST 542, cross-listed with UST 442
      - UST 550 Environment and Human Affairs will change to UST 540, cross listed with UST 440.

**H. A motion to approve the two exceptions, course number changes, to align with the cross-listed undergraduate courses was unanimously approved.**

**4. Continuing Business**

❖ Graduate Council Representation

- A. A chart of three options for the new standards for Graduate Council representation was previously circulated via email and was presented for a vote. A motion was made to choose Option #1 (see attached A) and include the “special” Graduate Council members not mentioned in the By-Laws in 8.4.3 from within the Graduate Council. **The motion was unanimously approved.**
- B. Discussion began to finalize the wording for the general By-Laws changes which will be subject to a total graduate faculty vote. Wording was finalized (see attached B) and a motion was made to accept the changes to the By-Laws 8.4.6. **The motion was unanimously approved.**
- C. It was decided not to change 8.4.3. **An official motion was made to leave 8.4.3 of the By-Laws as is and the motion was unanimously approved.**

**5. Graduate Council Representation & Standing Committees – Available reports**

a. Faculty Senate

- The University Budget Task Force, formed for recent budget issues, will continue.
- The Task Force is charged with creating an “instructional resource model” which will guide further personnel decisions.
- The Task Force is using Robert Dickeson’s book, Prioritizing Academic Programs and Services.

b. University Admissions & Standards – At the September meeting, the MAGI proposal to increase the admission GPA was approved.

c. College of Graduate Studies’ Admissions & Standards –No report, has not met.

d. University Curriculum Committee

- All Graduate proposals were approved.
- The Committee requested better clarification of submitted proposals, with Graduate Council approvals clearly noted.

e. Graduate Faculty Review Committee – a reminder to submit any applications of those graduate faculty whose term expires in Fall 2011.

f. Petitions Committee – The Committee heard approximately 18 petitions and denied 3.

g. Grade Dispute Committee – No report

h. Program Review Committee – No report

i. University Research Council Committee – The first meeting will be later in October.

**6. Items for Future Discussion**

- a. What is Graduate Council’s opinion on having 400/500/700 courses?
- b. Council’s opinion is that this is not good practice; someone will always feel cheated.

- 7. Next Meeting:** The next Graduate Council meeting is scheduled for November 10, 2011 at 2:00 p.m. in Parker-Hannifin Hall, Conference Room #200.
- 8. Adjournment:** The meeting adjourned at 3:20 p.m.