

MINUTES

Commission on Graduate Studies & Policies

January 20, 2016

3:30 pm – 5:00 pm

Graduate School Conference Room

Present: Dr. Karen DePauw (ex officio), Dr. Saul Halfon, Dr. Lujean Baab, Mr. Nathan Carter, Mr. Matt Chan, Ms. Chelsea Corkins, Ms. Kira Dietz, Dr. Kay Dunkley, Dr. Kevin Edgar, Dr. Charlene Eska, Dr. William Huckle, Dr. Sally Paulson, Ms. Tara Reel, Dr. Hans Robinson, Dr. Scott Salom, Dr. Gary Seidel, Mr. Mohammed Seyam, Ms. Maria Stack, and Dr. Christopher Zobel.

Absent with Notification: Mr. Melvin Amos, Dr. Cyril Clarke, Dr. James Jones, Dr. Rachel Holloway, and Ms. Sally Wieringa.

Absent without Notification: Dr. Tyler Walters (ex officio).

Visitors and Invited Guests: Dr. Muhammed Hajj.

Call to Order

The meeting was called to order by Dr. Halfon at 3:30 p.m.

Approval of the Agenda

The Commission approved the agenda as presented.

Approval of the Minutes from December 2, 2015

The minutes were approved as amended.

Committee Reports

Graduate Curriculum Committee

The minutes of December 10, 2015 were presented and accepted digitally. A meeting has not yet been held in 2016.

Graduate Student Appeals Committee

Dr. Halfon reported that the case from last semester has been resolved. A student representative will be selected to replace Ms. Corkins.

Degree Requirements, Standards, Criteria, and Academic Progress (DRSCAP) Committee

Dr. Zobel reported the committee has not yet met this semester. A new committee member is needed.

Constituencies Updates

Graduate Student Assembly (GSA)

Mr. Chan reported that additional conversations have been held with the Dean and the GSA membership regarding diplomas and health insurance. The Dean will work with staff to achieve the desired outcomes for diploma management. Risk Management is considering updates for student health insurance. Dr. Sands was unable to attend the meeting in December. Ms. Corkins announced the research symposium deadline for abstracts has been extended to February 1st. The Writing Center will assist students with poster development. A keynote speaker will be identified soon. The Breakfast with the Dean Program this morning was very successful, and included good dialog with the Dean. Mr. Seyam reported that we are accepting applications for the BOV graduate student representative. The deadline is February 12th. Information sessions will be held. Ms. Corkins reminded everyone that faculty are invited to assist with the symposium and serve as judges. Mr. Chan asked that faculty support the event.

Graduate Honor System (GHS)

Mr. Carter reported there are four cases in front of the GHS. Additional panelist/training sessions will be held for graduate students and faculty. An email will be sent to recruit a new chief justice as Mr. Carter will complete his degree in the Spring.

University Library Committee

Ms. Dietz had no report.

Faculty Senate

Dr. Salom reported the Faculty Senate hasn't yet met this semester. There will be a discussion for an Ombuds Office for faculty and others. Dr. DePauw reported the Graduate School Ombudsperson will remain in the Graduate School and there is no consideration of consolidation of ombuds representatives into one office. Dr. DePauw noted that policies would need to be considered and possibly revised should an Ombuds Office be established. Autonomy and authority will need to be considered if the faculty ombuds position is considered.

SGA

There was no report.

University Council and Commission Updates

Dr. Halfon reported the Council met December 7th, 2015. Dr. Blieszner reported on the curriculum process. The resolution to create an Academy of Faculty Leadership was passed. A joint resolution for a task force was suggested as a result of the Faculty Resolution on Shared Governance. The vote to waive first reading did not pass. The resolution will be voted on at the next meeting.

There were no other commission updates.

Graduate School Update

Dr. DePauw reported on the title on the diploma. She was pleased with the conversation with the students during the GSA meeting. She noted that a change may create a perception of harm to students and she will avoid this potential. She will likely have conversations with each college or department that express a concern. The dissertation title is on the transcript. Dr. DePauw also wanted everyone to know that the colleges have a due date of this Friday to align departmental majors with destination areas. She will also coordinate with the IGEP's in noting the alignment with the destination areas. The primary task is related

to undergraduate education. Later in the spring, the Provost hopes to have greater analysis of areas that have greatest impact on the destination areas. Dr. Robinson noted that the Provost has said the data will be made public. Dr. DePauw noted that faculty involvement is critical to the destination area reporting. Dr. Salom noted the department heads and the deans are critical to the process and the heads are engaging faculty to collectively report on behalf of the department. Dr. Robinson reminded everyone of the incubator that will be launched in the summer and groups of faculty will be able to submit proposals. Dr. Seidel noted that there isn't always enthusiasm in the reporting process and information may not be well-organized as the process is nebulous. Dr. Halfon noted the Deans are the gatekeepers. Dr. DePauw reminded everyone that there will be a period of ambiguity, but faculty engagement is critical to the process. Dr. DePauw noted a graduate program directors update email will be sent this week regarding the ETD changes, holistic admissions process, and Graduate School survey activity. She is also scheduling college level meetings to discuss an affirming environment, micro-aggressions, and holistic admissions. The Graduate Program Directors Meeting is scheduled for February 25th.

Old Business

Dr. DePauw clarified that the Graduate School does not want copies of the department student handbooks. She suggested the Graduate School in the future would add a link to department student handbooks/policies in the Graduate School Catalog, ensuring that all departments' policies are easily accessible to students.

Dr. Seidel asked if a notification has been sent to the students regarding the change in date for commencement this spring. Dr. DePauw responded the President's Office is announcing the change for graduation; she also noted the multi-cultural ceremonies have been announced for Spring. Graduate Commencement will be held on Thursday, May 12th, at 3 p.m. Graduate Commencement will also be announced in the Dean's email to Graduate Program Directors.

New Business

New business for consideration included replacements needed for CGS&P subcommittees. A new representative is needed for DRSCAP. Dr. Baab, the new CAPFA representative to CGS&P, volunteered to serve on DRSCAP. The Appeals Committee also has a graduate student vacancy. Ms. Reel volunteered to serve. Dr. DePauw thanked everyone for their service on all of the subcommittees.

Announcements

Dr. Hajj announced that Dr. DePauw has been awarded the Outstanding Contributions Award from the Conference of Southern Graduate Schools.

Adjournment: The meeting adjourned at 4:30 p.m.

Respectfully submitted,

/s/

Marilynn R. King
on behalf of Karen P. DePauw, Ph.D.
Vice President and Dean for Graduate Education