


Graduate Council Minutes

May 14, 2004



The Graduate Council met at 2:00 p.m. in the Cope Conference Room. Chair Thomas Berg presided.

I. Call to Order

Members present: Drs. Frank Bailey, Jackie Eller, Bichaka Fayissa, Michael Hein, Tom Hutchinson, Jung-Song Lee, Nuria Novella, Jeffrey Walck, Norman Weatherby, Andrew Worsey, and Barbara Young

Ex-officio members present: Robert F. Carlton, Interim Vice Provost for Research and Dean of Graduate Studies, Peter H. Cunningham, Interim Associate Dean College of Graduate Studies

II. Announcements

- A. **Dr. Thomas Berg, Chair**
 - No announcements
- B. **Dr. Robert F. Carlton**
 - Dr. Carlton noted that he appreciated the diligence and hard work of the council over the past year and expressed his joy and pleasure in working with each person.
- C. **Dr. Peter H. Cunningham**
 - No announcements

III. Approval of Minutes – April 23, 2004

A motion was made to accept the minutes of the April 23, 2004 meeting. The motion was seconded and carried.

IV. Sub-Committee Reports

A. Graduate Faculty and Program Review Dr. Jackie Eller

- Dr. Allen Hibbard, English, addressed issues on several new courses and explained the distinction and justification for six and seven thousand level courses of the same title. Upon discussion modifications and revisions were suggested. The courses were approved pending receipt of the noted revisions by the Dean of Graduate Studies.
- Dr. Tom Hutchinson addressed concerns regarding two new RIM courses and the distinction between these and similar courses offered in other programs. Upon discussion modifications and revisions were suggested, and the courses were approved pending receipt of the noted revisions by the Dean of Graduate Studies.
- Consent calendar attached – all items have been recommended for approval. A motion was made to adopt the attached calendar. The motion was seconded and carried.

B. Student Affairs and Travel
Dr. Bichaka Fayissa, Chair

- One (1) student travel grant was awarded totaling \$500.00; one (1) faculty travel grant was awarded totaling \$250.00 leaving a remaining balance of \$10,462.26.
- Members of the Student Affairs and Travel Sub-Committee will need to meet to review candidates for the Warren Scholarship; dates and times will be emailed to the committee members.

C. Policies and Procedures
Dr. David Foote, Chair

- The committee made recommendations with regard to issues concerning funding faculty travel in conjunction with faculty/graduate student joint research; only one faculty member will be funded by the Graduate Council to travel with a student(s) in conjunction with the presentation of a joint paper; only one presentation of the same paper will be funded by the Graduate Council; in order to expedite funding requests submitted during the summer months, those requests will be evaluated, prior to the date of travel, by the Vice Provost for Research and Dean of Graduate School, using guidelines established by the Graduate Council.
- A motion to accept the recommendation of the Policies and Procedures Sub-Committee with regard to funding faculty travel was made, seconded, and carried.

V. Old Business

- None

VI. New Business

- The council chair and two additional people are needed for the Suspension Appeals Committee meeting on Thursday, May 20, 2004 at 10:00 a.m. in the President's Conference Room. Michael Hein, Tom Hutchinson, and Frank Bailey will serve on the committee.
- Dr. Peter Cunningham reported that the new Vice Provost for Research and Dean of Graduate Studies, Dr. Abdul S. Rao, would start on July 5, 2004.
- The council thanked Dr. Carlton for his tenure as Interim Vice Provost and Dean of Graduate Studies for the past year. The council further applauded the philosophy, thinking processes, work ethic, and leadership he exemplified in all tasks large and small.

There being no further business the meeting was adjourned.

Respectfully submitted: Lynn Parker
Recording Secretary

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