University Graduate Council Meeting Minutes
Richards Hall, VPAA Conference Room
March 13, 2015, 12:00 PM

Council Members in Attendance

Dr. Kimberly Gill (COLS)
Dr. John Ellisor (COLS)
Dr. Aimee Vael (COEHP) for Dr. Cheryl Smith
Dr. Margie Yates (COEHP)
Dr. Andrew Zohn (COA)
Dr. Radhouane Chouchane (DATCOB)
Dr. Toni Franklin (COEHP) for Dr. Greg Blalock
Dr. Andres Jauregui (DATCOP)
Dr. Ellen Roberts (AA)
Dr. Tina Butcher (AA) Ex Officio
Kristin Williams (EM) Ex Officio

Topics

Item 1: Welcome, Lunch, and Approval of Minutes for January.

In Dr. Smith’s absence, Dr. Gill called the meeting to order and requested a motion to approve the January meeting minutes. Dr. Zohn made the motion for approval with minor changes to the minutes and the council voted to approve. The council decided to put off the approval of the February council meeting minutes until the April meeting.

Item 2: News from the Office of the Provost and Vice President for Academic Affairs.

No news or discussion this meeting.

Item 3: Old Business.

a. Policy related to Independent Study courses in graduate programs: The council did not discuss and take action on this topic as Dr. Roberts has received little information on the independent study policies from other schools.

b. Update on Graduate Faculty Nominations and Approvals: Dr. Roberts reported that the list of 79 approved graduate faculty members has been sent out to the department heads for any further correction of names, ranks, etc. Dr. Roberts also updated the council on the plan to put future graduate faculty applications in Banner Flow to make the approval process more efficient.
Next, Dr. Roberts proposed that Dr. Chip Reese be added to the list of graduate faculty members to enable him to teach his grad course in Student Affairs. Dr. Yates moved that Reese be approved on provisional status and Dr. Jauregui seconded. The council approved the motion.

Finally, Dr. Roberts suggested that all council members should participate in the graduate faculty approval process next year, rather than leave such a difficult task to the few members of the current Graduate Faculty Membership Committee. She suggested that the council’s bylaws could be changed so that the committee included all council members, or all members could simply agree to participate in approving graduate faculty on a voluntary basis. Dr. Yates made the motion that every council member serve on the Graduate Faculty Membership Committee. Dr. Franklin seconded the motion, and the council approved the motion.

At that point, Dr. Gill suggested that the council might need to change its curriculum committee from time to time so that review of a program submission would not be done by council members coming from that program’s department. After discussion, however, the committee decided to leave the present curriculum committee structure in place without change.

c. Appeal of Provisional Status (one year) for Dr. Seon Jeon: Dr. Jeon recently applied for full graduate faculty status, but, owing to what the council considered a lack of ongoing scholarship, the council denied Dr. Jeon full status and instead gave the professor provisional status. Furthermore, in order to send all faculty members a strong message about the need to boost scholarship, the council only approved Dr. Jeon as a graduate faculty member for one year, not the customary two years of provisional status. Responding to the council’s decision, Dr. Skaggs, Dr. Jeon’s department chair, appealed our decision, stating that Jeon should receive full graduate status, and if not, certainly the normal two-year provisional status as a one-year option is not in the current instructions on approving graduate faculty. The ensuing discussion, and re-examination of Jeon’s vita, revealed that the professor’s lack of recent publications was a problem, and that the council should reemphasize graduate faculty requirements with the departments. Consequently, Dr. Zohn made a motion that the council deny the appeal but with the recommendation that Dr. Jeon reapply for full graduate faculty status next year with an updated vita. Dr. Jauregui seconded that motion, and the council unanimously approved the denial of the appeal. Dr. Roberts then noted that she would follow up with the chairs and deans, informing them again of our expectations for graduate faculty members.

Item 4: New Business.

a. Questions about MBA program: Dr. Jauregui raised a question regarding the MBA program. The current program requires the student to take 30 hours of coursework, but his college wants to raise the number of required hours to 36. Dr. Jauregui inquired as to how this should be done. Dr. Butcher informed him that SACS would need to be contacted to see if this would be a substantive change to a program. If so, the Board of Regents would need to approve
the substantive change. Also, if the college wanted to keep its old 30-hour program and add a new 36-hour program, that new program would have to get approval.

b. Chappell Graduate Award: The council considered three candidates in choosing the winner of this award: Kirk Heriot, Troy Keller, and Ellen Martin. After hearing recommendations for each, presented by council members, the council voted by secret ballot. However, two of the candidates received the same number of votes, resulting in a tie. At that point, council members asked if both parties might receive the prize. Dr. Roberts promised to find out if that could be the case and a final decision awaits that information.

c. Proposal for handling graduate appeals: Dr. Yates explained to the council members that COEHP has its own graduate council which receives and evaluates grade appeals from students. The council receives an appeal form with companion documents, which council members are able to study before meeting for a decision. Once a decision is made, the council makes a recommendation to the dean. Dr. Roberts pointed out that all the colleges need such a council for grade appeals, etc., and these councils could bring important questions to our university graduate council.

Item 5: Program update for Doctoral Program EdD in Curriculum and Leadership: Dr. Michael Richardson had been scheduled to discuss this item, but he was not present at the meeting and there was no discussion of this matter.

Item 6: Discovery Day Report and Graduate Application Numbers: Ms. Williams reported that 24 perspective students attended Graduate Discovery Day, and that graduate school applications are up 40% over the fall of 2014. In fact, we now have 302 applicants for the fall 2015 term. Enrollment Management is working hard to convert these applicants into actual enrollees.

Item 7: Announcements: The next meeting of the graduate council will be April 10, 2015, at 12:00 p.m. Among other topics, the council will discuss the handling of graduate assistantships for next year.

Adjournment: Dr. Gill, who chaired the meeting in the absence of Dr. Smith, adjourned the meeting at 2:03 p.m.