University Graduate Council Meeting Minutes  
Richards Hall, VPAA Conference Room  
September 11, 2015, 12:00 p.m.

Members in Attendance

Dr. Andres Jauregui (TCOB), Chair  
Dr. Cheryl Smith (COEHP)  
Dr. Margie Yates (COEHP)  
Dr. Debbie Gober (COEHP)  
Dr. John Ellisor (COLS), Secretary  
Dr. Ellen Roberts (AA)  
Dr. Kevin Burgess (COLS)  
Ms. Kristen Williams (EM)

Topics

Item 1. Welcome, Lunch, and Approval of August Minutes.

- Dr. Jauregui opened the meeting and the council approved the August minutes with amendments.

Item 2. Report from the Associate Provost for Graduate Education.

Graduate Student Enrollment. Dr. Roberts reported that enrollment numbers are up to 1464 at present, a new high for the university.

Graduate Program Recruitment Grants. The offer of these grants to programs by the Graduate School has met with a good response and grant applications are starting to come in at a good rate.

Graduate Assistant Training Day. This day was successful and the Graduate School is getting good feedback from it.

Graduate Student Luncheon. This luncheon is set for October 6, 12:15 to 1:30 p.m. Graduate faculty and students are invited. The meeting will be held in Schuster 101 and Mentoring will be the theme.

Dr. Roberts’ Graduate Faculty Application. Dr. Roberts announced that discussion of her graduate faculty application will be postponed until the next graduate council meeting.

Item 3. Old Business.

Approval of Graduate Faculty. The council approved 12 graduate faculty applications.

Item 4. New Business.

Election of Graduate Council Officers. The election will be delayed until the next meeting.

Review of the Policy for Approval of Graduate Faculty Serving on Graduate Committees but Not Teaching. Dr. Roberts pointed out that some faculty members are serving on thesis and dissertation
committees but not teaching graduate courses, and the Graduate Council should consider having a policy for this. Dr. Roberts also said that the Council needs to consider the question of what substitutes for scholarship if an applicant for associate graduate faculty status lacks publications. What is considered “demonstrated competences and achievements”.

The council made three decisions on these matters. 1) On the question of non-teaching faculty members serving on graduate committees, the council agreed to continue to review applicants as if they were teaching. However, the council will wait until after the SACS visit to review all our graduate faculty standards. 2) In terms of deciding what constitutes exceptional scholarship for associate faculty applicants, the council agreed to consider the posted standards of excellence for each candidate’s department and college. 3) Finally, the council decided that provisional graduate faculty may serve on thesis and dissertation committees if they have scholarship.

**Graduate GPA:** Dr. Yates brought up the problem of graduate students sometimes having a higher program GPA than their overall GPA. This creates difficulty for the student when their overall GPA is less than the 3.0 required for graduation, while their program GPA does meet the 3.0 standard. As a result, some students have been retaking courses numerous times to raise their overall GPA. The council decided to establish a policy on retaking courses to raise the overall GPA, and various council members will look at the policies of other universities and bring that information to the next meeting so the council can make an informed judgment on the matter.

**Transfer of Graduate Credits from Prior Degrees:** Dr. Yates also raised the issue of students with an Master’s degree wishing to transfer credits from that degree to another degree program here at CSU. The council agreed that that could not be done, but the Graduate School does need a more definitive policy on transfer of hours in graduate degree programs. The council will consider this policy at the next meeting. Various council members will bring in information about retaking courses from other universities so they council can be better informed on this matter as well.

**University Graduate Student Orientation:** Dr. Jauregui asked if the council should establish a university-wide graduate student orientation session. The council agreed that this should be done. Ms. Williams agreed to bring in ideas for such a conclave.

**Item 5: Announcements.**

-Next meeting: October 9, 2015

**Adjournment:** 2:05 p.m.