

Graduate Council Minutes October 14, 2003

The Graduate Council met Tuesday, October 14, 2003, in the MSC Boardroom at 3:00 p.m. with Interim Dean Elton Stetson presiding. Members present were: Dr. Shawn Carraher, Dr. Wendell Edwards, Dr. Judy Ford, Dr. Dick Fulkerson, Dr. Ray Green, Dr. Wayne Linek, Mr. Pradeep Mallareddygari, Mr. Michael Miller, Dr. Chester Robinson, Dr. R. N. Singh, Dr. Jon Travis, Ms. Ka Sai Un, Dr. Janet Walker, and Dr. Sandy Weeks. Members absent were Dr. Dale Funderburk, Dr. Ted Hansen, and Dr. Dayle Yeager.

Dean Stetson called the meeting to order.

Action Items

1. **Minutes.** The minutes from the last Graduate Council, September 9, 2003, were approved.

Report from Committee on Graduate Faculty, Research, & Instruction

2. **Appointment to Associate Graduate Faculty Membership.** Dr. Travis presented the committee report recommending Associate Graduate Faculty membership for: Dr. Stephen Armstrong, Dr. Rex Carr, Dr. Mary Druhan, Dr. Sherion Jackson, Dr. Ben Jang, Dr. Gail Johnson, Dr. Srinivas Nippani, Mr. Chad Smith, Dr. Tara Tietjen-Smith, and Dr. Leah Wickersham.
3. **Appointment to Senior Graduate Faculty Membership.** Dr. Travis presented the committee report recommending Senior Graduate Faculty membership for Dr. Tracy Henley, Dr. Carolyn Kneese, and Dr. Gil Naizer.

The motion to approve the report was made by Dr. Travis, seconded by Dr. Singh and unanimously approved.

Report from Committee on Administration

4. **Admission Criteria for Master's of Social Work.** Dr. Walker made the motion with a second from Dr. Linek to open the vote for a motion tabled in a previous meeting. The proposed admissions criteria for the Department of Social Work were presented by Dr. Ed Skarnulis and Dr. Cindy Harr. *The change in criteria would require the GRE for all students with an undergraduate GPA less than 3.0. The GRE score would not be required for those with an undergraduate GPA of 3.0 or better. A friendly amendment was added that those who hold the BSW and have passed the Social Work licensure exam would also be exempt from the GRE requirement.* The committee accepted the addendum. The motion to accept the proposed criteria was approved unanimously by the Council.
5. **Maximum Length of Appointment for GA's and TA's.** Dr. Walker presented the committee report to revise procedure A11.36 Master's and Doctoral Assistantships concerning the maximum number of semesters master's and doctoral assistants can hold an assistantship to include the statement *"Appointments can be extended for up to two semesters at the discretion of the department head."* The

motion was made by Dr. Walker, seconded by Dr. Green and unanimously approved by the Council.

6. **GA and TA Employment Commitment.** Dr. Walker presented the committee report to revise procedure A11.36 Master's and Doctoral Assistantships to include the statement "*Once an assistantship is offered and the graduate student has accepted verbally or in writing, the student has an obligation to stay in that position for the duration of the semester.*" A motion to accept the report was made by Dr. Walker, seconded by Dr. Travis and unanimously approved by the Council.
7. **Minimum TOEFL Score for International Students.** Mr. Miller requested that the proposal concerning admissions requirements for international students be removed from the table with a second by Dr. Travis. Mr. Miller presented the proposal that would raise the TOEFL requirement to 550. Ms. Deborah Murray (Extended University) was available to answer questions concerning an Intensive English Institute. The Council voted on and rejected the original motion. Dr. Linek made the motion for the Department of Literature and Languages and the Extended University to work together to bring back a developed curriculum for the Council to consider. A friendly amendment by Dr. Green added consideration of a new admissions category—full admissions with English deficiencies; and involving undergraduate admissions and the Testing Office in the decision. The motion was approved.

Report from the Ad Hoc Committee on Distinguished Dissertation Awards

8. **Distinguished Dissertation Award.** Dr. Wayne Linek presented the report from the committee to change the award process in the following manner: *Nominations for the Distinguished Dissertation Award will be submitted only one time each year. Dissertations completed during a particular calendar year will be nominated by faculty within that program area by February 15th of the following year. Each doctoral program area may nominate up to three dissertations for consideration. The Distinguished Dissertation Award committee members will review the submissions between February 15th and the first week of March. The committee will meet to select zero, one or two winners during the second week of March. Presentation of the Distinguished Dissertation Award(s) will occur at the May Doctoral Luncheon and be recognized during the Graduate School Commencement Ceremonies.* The motion to approve the report was made by Dr. Linek and seconded by Dr. Robinson. The motion was approved unanimously.

Information Items

1. Dr. Stetson introduced new members to the Council: Dr. Chester Robinson (Counseling), Dr. Sandy Weeks (Health, Kinesiology & Sports Studies); Ka Sai Un (Doctoral Student Representative from Secondary & Higher Education), and Pradeep Mallareddygari (Master's Student Representative from Computer Science).
2. Dr. Stetson discussed his charges to the Council Committees.
3. Dr. Stetson updated the Council on the Graduate Recruitment Seminar to be held Friday, October 24, 2003.

4. A report listing Faculty approved to teach graduate courses on an individual basis for Fall 2003 was distributed.
5. Information on HB 1641 and Jan Greenberg's (General Counsel) presentation at the 2004 Federation Fall Seminar were also distributed.
6. Dr. Walker and Dr. Ford asked for input on GA/TA insurance issues.

ADJOURNMENT

The meeting adjourned at 4:18 p.m.

Secretary to the Graduate Council