

## GRADUATE COUNCIL MINUTES

The Graduate Council met Tuesday, September 14, 2004, in the MSC Boardroom at 3:00 p.m. with Dean Allan D. Headley presiding. Members present were: Dr. Wendell Edwards, Dr. Dick Fulkerson, Dr. Ray Green, Dr. Cynthia Harr, Dr. Jeff Kopachena, Dr. Chester Robinson, Dr. Jon Travis, Dr. Janet Walker, Dr. Sandy Weeks and Dr. Dayle Yeager. Members absent were Dr. Dale Funderburk, Mr. Michael Miller, and Dr. R. N. Singh. Elections to replace one representative for the College of Arts and Sciences, one representative from the College of Business & Technology, the master's student representative and the doctoral student representative are in progress.

Provost Joyce Scott introduced the new Graduate Dean, Dr. Allan Headley to the Council. Dean Headley called the meeting to order and asked Graduate Council Members to introduce themselves.

The minutes from the last Graduate Council, April 13, 2004, were approved.

### **ELECTION OF VICE-CHAIR**

Dr. Sandy Weeks nominated Dr. Jon Travis as Vice-Chair. Dr. Travis was elected unanimously.

Dr. Headley addressed the Council and spoke about his philosophy and goals for Graduate Studies and Research.

Some items on his agenda are:

1. Revision of the Graduate School website.
2. Roundtable meetings with faculty who are advising graduate students. One of the goals of these meetings is to keep advisors aware of changing procedures that affect their advisement of students and to provide a forum to discuss how the Graduate School can better serve graduate students and faculty.
3. Develop effective ways of recruitment, retention and graduation of students.
4. Provide cost-sharing for departments in departmental recruitment efforts.
5. Develop ways to attract and retain quality graduate students through external fellowships.
6. Assist departments with professional development efforts of graduate students.
7. Provide thesis and dissertation workshops.
8. Implement new Program Review procedure. For academic year 2005, two departments will be reviewed: Counseling and Literature and Languages.
9. Provide incentives, advice and information about funding opportunities to encourage faculty members' research efforts.

### **REPORT FROM COMMITTEE ON GRADUATE FACULTY, RESEARCH, AND INSTRUCTION**

Dr. Jon Travis presented the committee report on graduate faculty applications. His motion to approve the report was seconded by Dr. Edwards and unanimously approved by the Council. Associate membership was awarded to Mr. Larry Thompson (Art) and Dr. Stephen Freeman (Counseling) was granted senior membership. Additional applications will be considered at the October Council Meeting.

Dr. Travis updated the Council on the status of the proposed changes to procedure A 12.02 Faculty Workload in regard to chairing theses/dissertations. Concern was voiced about the final version approved by Deans Council and if it adequately reflects the Council's position. Dean Headley will discuss the issue with Provost Scott after getting more information.

### **REPORT FROM COMMITTEE ON CURRICULUM**

Dr. Chester Robinson notified the Council of the request from the Department of Industrial Engineering & Technology to deliver the M.S. degree in a web-based format. The request has been approved by Deans Council.

Dr. Robinson presented a curriculum change from the Department of Agricultural Sciences to offer AnS 516 Animals and Society. The motion to approve the request was made by Dr. Green, seconded by Dr. Travis and approved by the Council.

### **INFORMATION ITEMS**

Graduate Council Committees for 2004-05 were presented.

Graduate Council members received information on *Faculty Approved to Teach Graduate Courses on an Individual Basis* for Summer 2004.

Graduate Council members were invited to attend the Federation Fall Seminar on Friday, October 22, 2004. The seminar topic, *Integrity & Civility: Challenging Role for the Academy*, will be reflected in the plenary and luncheon addresses.

### **ADJOURNMENT**

The Council adjourned at 4:10.

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Louise Skinner  
Secretary to the Graduate Council