

Approved
5/6 /10
2:00PM
NRC 2010

Graduate Council Meeting Minutes

Council Members Present: Suzanne Beltz, JoAnn Canales, Jack Cassidy, Jim Gibeaut, Hongyu Guo, Cristina Kirklighter, Harvey Knull, Eve Layman, Jim Lee, Paul Montagna, Patricia Olenick, Marvarene Oliver, Carey Rote,

Council Members Absent: Mark Hartlaub, Anita Reed, Scott, Sherman, Robert Smith

Council Ex-Officio Present: Sarah Sutton

Council Ex-Officio Absent: Sherrye Garrett

I. Approval of Minutes from March 11, 2010

Motion: To approve the minutes as presented

Moved: Paul Montagna

Second: Patricia Olenick

Unanimous approval

II. Announcements

A. Digital Architecture - Acalog JoAnn Canales

Shared that effective with the FY 11 catalog, there would no longer be hardcopies and that the process for changes would be electronic. More information forthcoming as we bring the software onboard.

B. Electronic Submissions - Theses/Dissertations Sarah Sutton

Sarah shared that aside from addressing some remaining questions, e.g., will hard copies still be needed/wanted, we would be able to start pilot testing this summer even though technically we have a few years as the catalog copy change did not occur until FY 2009.

C. Documents under revision - Certificate/program approval, Program Review, Graduate Faculty, Doctoral Forms

JoAnn mentioned that forms and processes would be modified over the summer months and encouraged Grad Council members to get in their suggestions for changes as soon as possible.

D. Admissions processes, etc - follow-up visits

JoAnn shared that Sandra would be scheduling meetings with the various colleges to discuss changes in the office re: admissions processes. Asked Council Members for feedback as to who should be included. Meetings will be scheduled in June.

III. A year/decade in Review - Harvey Knull

Harvey shared growth in the Grad/Research office since his arrival in Oct of 2000 starting with his being hired as a result of the 51 "hits" from the 2000 SACS visit. Two persons initially hired ultimately became directors ~~were hired~~ - Sandra Kureska on December 4, 2000 for the graduate studies side of the office and Laura Rosales in November 2001 for the Research side. He commented on changes and growth related to admissions, records, audits, scholarships, assistantships, program reviews, course syllabi, office space, exit requirements (culminating experience), new programs, recruitment/retention efforts, webpage, orientations, responsible conduct in research, and graduate faculty status.

IV. Awarding of Certificates of Service

COB - Anita Reed

COE - Jack Cassidy

CLA - Carey Rote/Cristina Kirklighter

CONHS - Suzanne Beltz

S&T - Paul Montagna

V. Matters Arising - Graduate Council members paid tribute to Dr. Knull for his years of service.

VI. Adjournment - Meeting adjourned @3:15 p.m.