

Graduate Council Meeting MINUTES		December 14, 2017 <i>Approved</i> 1:00 – 3:00 PM LIB-208
Attendees:		
xDr. Joseph Mollick	xDr. Alexandra Theodossiou	xDr. A. N. M. Waheeduzzaman
Dr. Frank Spaniol	xDr. Lynn Hemmer	xDr. Faye Bruun
xDr. Charles “Chuck” Etheridge	xDr. Steven Seidel	xMr. Louis Katz
Dr. Pamela Greene	Dr. Sara Baldwin	Dr. Susan Dyess
xDr. Dulal Kar	xDr. Xinping Hu	xDr. Christopher Bird
Dr. JoAnn Canales	xDr. Marvarene Oliver	xDr. Catherine Rudowsky

- I. Call to Order and Attendance: The meeting was called to order at 1:05 p.m. Attendance is reflected above.
- II. Approval of Minutes from November 9, 2017 Meeting: A motion to approve was made by Professor Katz and seconded by Dr. Etheridge. One misspelled word was noted for correction. The motion to approve the minutes, with correction, passed unanimously.
- III. Reports and Updates
 - A. Graduate Council Chair – Dr. Steven Seidel: Dr. Seidel reported that the University Curriculum Committee will meet on February 2 and that Chuck Etheridge and Faye Bruun are the Graduate Council representatives on that committee.
 - B. CGS Updates – Dr. Marvarene Oliver:
 - i. Dean Canales desired information concerning use of Grammarly for graduate students. Karen Franzone, CGS Business coordinator, provided financial information and provided basic information about the program (e.g., grammar information for students, free access for professors, plagiarism checks). She also reported that she contacted IT to determine whether the program could be funded through that office for university-wide use. Council member raised some questions about how Grammarly would specifically assist graduate students and noted that critical elements of graduate writing would not be addressed with this type of program. Whether Doctoral Net has been helpful regarding writing and/or grammar needs was discussed. Dr. Mollick queried whether Ms. Franzone might get a fee structure based on usage and other council members indicated that a survey of all graduate faculty regarding needs with regards to graduate writing might be useful. Dr. Bird and others indicated that grammar is less important than broader writing skills in terms of writing skills for graduate students.
 - ii. The topic of GAs in the final semester was discussed. Dr. Hemmer noted that GAs in her department work based on the academic calendar. The Library also uses them until graduation. It was noted that students run into issues with minimum hours requirements. The Library has received exceptions in the past based on financial aid or other complicating

factors. The questions was asked whether graduating students are required to enroll in 9 hours. The Council would like a report back concerning this topic.

C. Committee Reports

- i. Curriculum Committee: No report
- ii. Rules and Procedures
 - a. Two Graduate Faculty Status applications from CLA were discussed. Two alterations were made in status to be granted. Professor Katz, Chair of the committee, moved that Graduate Faculty Status be approved as recommended. The motion carried unanimously.

D. Liaison Reports

- i. ITDEC: No Report
 - ii. Faculty Senate – Dr. Frank Spaniol absent. Informal information was presented by Dr. Mollick, who indicated that Faculty Senate’s approval of maternity leave to be changed to family leave to be inclusive of both parents. He also noted that six excellence hours were still open and will be voted on in January. He indicated that application is a two-stage process involving a nomination packet and a full dossier submitted for nominations.
 - a. Library – Dr. Catherine Rudowsky: Dr. Rudowsky reported that some of the home movies of the Fuentes family have been digitized and that other movies have been added to IMovies. She also indicated that students have asked in the library about qualitative coding help and have been referred back to faculty for help; however, she noted that it is important for graduate faculty to be aware that the requests are being made. In addition, she provided a handout for Phi Kappa Phi and gave a short description.
 - iii. International Education Committee – Dr. Joseph Mollick: Dr. Mollick reported that a meeting will not be held again until January. The Committee will focus on internationalizing the campus. He also reported that the International Education Week went well.
 - iv. Other: None
- IV. Unfinished Business: None
- V. New Business: None
- VI. Matters Arising: None
- VII. Adjournment: Dr. Bruun motioned to adjourn at 1:56. The motion passed unanimously.

TENTATIVE FUTURE MEETING DATES

2018: 01/25; 02/08; 02/22; 03/08; 03/22; 04/12; 04/26; 05/10