The Graduate Council met on Thursday, September 5, 2002 at 2:45 p.m. in RSC 129.

MEMBERS PRESENT: Dean S. Kovar; Associate Dean D. Wright, Drs. H. Cheraghi, H. Lankarani, W. Woods, D. McDonald, L. Mitchell, H. Popp, R. Scudder, E. Steinke, S. Yeager, J. Wolff and student representative Farihah Masud.

I. Welcome/Introductions/Committee List
Dean Kovar welcomed the Council members. Everyone introduced themselves and indicated the area they represent on the Council. A list of Council members for 2002-03 was distributed and corrected as indicated by the members.

II. Approve Minutes of May 2, 2002 meeting
Minutes of the May 2, 2002 were approved as distributed.

III. Requests to Earn Graduate Degrees
Two regular WSU faculty members were granted permission to work on master’s degrees at WSU. Beth Smith, Engineering Librarian, will pursue an M.A. in Sociology and John Harrison will pursue a master’s in Electrical Engineering.

IV. Review of Last Year’s Work
Dean Kovar summarized the major work of the Council during the 2001-02 academic year:
- Reviewed 12 graduate programs (KBOR program review)
- Examined draft Bylaws for the Graduate School
- Developed a position statement on assessing graduate programs
- Approved new certificate programs
- Established procedures for concentrations within graduate programs
- Participated in the fall graduate school hooding ceremony

V. Agenda for FY03
Dean Kovar indicated major items already on the Council’s agenda for this year:
- Continued examination of draft Bylaws for the Graduate School
- KBOR program review (24 graduate programs)
- Load credit for faculty when mentoring doctoral students
- Request for modification to the representation on the Council
- New program proposals

VI. Nominations for Graduate Faculty Membership
The following faculty members were granted membership: Michael Bohan, Psychology, was approved as a Graduate Faculty Associate member of the Graduate Faculty.
Martha J. Smith, School of Community Affairs, was approved as an Associate Member of the Graduate Faculty.
One nominee, Don M. Gruenbacher, was tabled pending more information from the department.
VII. **Elections of Council Representatives:**
The following Council members were approved to serve as the Council’s representative to various other committees:
   a) Dave McDonald will serve on the Doctoral Program Subcouncil.
   b) Harold Popp will serve on the Graduate School Strategic Planning & Accountability Committee.
   c) Linda Mitchell will serve on the Graduate School Awards Committee.
   d) Jim Wolff will serve on the Graduate School Assessment Committee.

VIII. **Changes/Clarifications to Graduate School Procedures**
   a) Since materials in a student’s application folders (folders at both the department and school level) are open for viewing by the student, it behooves us to have files that contain accurate, appropriate information.
   b) Council agreed that, in order to meet deadlines for the printing of the spring commencement program, the Graduate School should require both spring and summer expectant graduates to file their application for degree by the 20th day of spring semester.

IX. **Doctor of Audiology Proposal**
   A brief discussion of the audiology proposal occurred. Dr. Apel, CDS department chair, will be invited to attend our next meeting for full discussion of the proposal.

X. **As May Arise.**
   a) At a joint interview session, members of the Research Council and the Graduate Council are invited to meet with the two candidates for the position of NIAR director. Dean Kovar encouraged Council members to attend those interview sessions. Dates and times were sent to the members via e-mail.
   b) Dr. Kindrick, VPAAR, has approved a search for a ½-time associate dean in the Graduate School. That search will occur this semester (fall, 2002).

**Future Meetings:**
As is our custom, this semester the Council will meet on the first and third Thursdays of each month from 2:45 to 4:30 pm. Meetings will be held in Devlin Hall 2nd Floor Conference Room unless otherwise noted. Fall dates:
- September 19
- October 3 & 17
- November 7 & 21
- December 5