MINUTES OF GRADUATE COUNCIL MEETING

The Graduate Council met on Thursday, September 18, 2003 at 2:30 p.m. in Devlin Hall in the second floor conference room.

Members present: Dean Susan Kovar, J. Bryant, H. Cheraghi, I. Gibson, P. Kahol (Associate Dean), R. Liera-Schwichtenberg, D. McDonald, L. Mitchell, H. Popp, E. Steinke, J. Wolff, J. Wolter (student representative), D. Wright.

I. Approve Minutes of September 4, 2003 Meeting
Minutes were approved with minor corrections.

II. Announcements
· The NRC Rankings Workshop will be held on October 27, 2003, hosted by the University of Kansas. The provost from Michigan State University will be a keynote speaker. The Dean would like to have representatives from doctoral programs attend the meeting. Please let her know if you can attend.
· An update was given on the new program proposals at this meeting. The Masters degree proposed for the Physician Assistant program is on this week’s agenda for the Kansas Board of Regents. The AuD program is still being evaluated by Council of Chief Academic Officers.
· The Dean gave an update on library resources. Kathy Downes, from the library, sent information on ProQuest (part of UMI) that offers free access to our (WSU) research online for the WSU community. Dissertations are available for viewing now, searches can be done by keyword, author, or advisor. Theses are not available as of yet and there would most likely be a charge to the student if this were to be done in the future. The Graduate School, presently, pays for the dissertations to be scanned and posted for viewing. Dean Kovar will get the approximate price per dissertation and thesis that would be charged to the student for imaging. That cost will be e-mailed to the Graduate Council members for consideration. Council members should take the fee for imaging issue to student groups, in their departments, for review.
· The Dean said that updated faculty lists are in process based on information that has been sent back to us from departments from the distributed lists. The lists should be updated by the end of November or early December.
· The Faculty Senate Library Committee Representative will be Rosalind Scudder from CDS this year. She will be taking Sam Yeager’s place on the committee this year.
· The Dean updated the Graduate Council on the Fund Raising Goals and the position itself. The priorities listed on the handout were not ranked but they could be. The Graduate School wanted to support some substantial Assistantships. Pawan would like to do a Research Symposium for graduates as it would be something the students could put on their Vita. The distribution of funds was discussed at length. A fund raiser was needed for these three groups, (NIAR, Graduate School, and Engineering) because they are not represented at the Foundation as other groups are.
· Julie Wolter, our student representative on the Graduate Council, has agreed to speak at the National Advisory Council. Thank you!!
· The Graduate Bulletin has been distributed. There is a new half-time editor who will produce the Undergraduate Catalog and the Graduate Bulletin. Please review the section of the bulletin that applies to your program. The editor will be housed in Morrison Hall but be supervised by Bill Wynne. Please have Curriculum Review changes complete by the end of Fall 2003. When curriculum changes come in during the spring semester it is to late to have them in the Bulletin. If the editor has enough time to include the changes and gets them in a timely manner, she can include them right along as she edits the material.
· Social Work is completing their Graduate Faculty criteria. The role of unclassified professionals in their department was discussed in relation to serving on committees and instructing classes. The Graduate Council confirmed that only “regular” faculty may be appointed to full and associate membership on the graduate faculty.
III. Graduate School Policies
   · A clarification to the dismissal policy was approved. So the dismissal policy now reads:
     If a student is dismissed from the Graduate School, the student must complete 9 upper
     level, undergraduate credit hours with a 3.00 or better in order to be eligible to apply for
     readmission. These 9 hours cannot include repeats of courses for which graduate credit
     was previously earned.
   · The Graduate Council reaffirmed the current policy that students with a bachelor’s degree
     from non-regionally accredited institutions will not be admitted to WSU Graduate School.
   · The Dean asked the Council to think about the issuance of I-20’s earlier so that quality
     students wouldn’t be overlooked. The policy is that we do not issue the I-20 until we have 8th
     semester marks and the provisional certification. If the Council is agreeable to earlier
     distribution of the I-20, then the Dean will call a meeting of Coordinators and Chairs from the
     programs with many international students. The purpose of this would be to see how they
     would view the change. The Dean will also discuss this with Ted Ayres, General Council.

IV. FY04 Agenda
   · The accelerated Bachelor/Master’s programs will be one of the first items on the next
     meeting’s agenda.
   · The Graduate Faculty By-laws were distributed as requested by the Council at the last
     meeting. They were approved to move forward to the Graduate Faculty. The Dean is also
     considering renaming Graduate Coordinators to Director of Graduate Studies. Is this worthy
     of discussion? The title change would bring about a review of duties and definition also.
   · The refinements to Graduate School Criteria were briefly addressed. The refinements would
     be mostly in definition and clarification in each category. The duties that are given to each
     level of appointment would be clarified as well as how do you get to this level.
   · The KBOR program review includes only 4 programs this year: Studio Arts, Nursing,
     Anthropology, and History. The Self-Study questions from KBOR were clarified by the Dean
     in a handout.
   · Graduate program assessment was addressed briefly by the Dean. She spoke about the
     Graduate Council position statement on assessing graduate programs and indicated the
     Graduate School Assessment Committee would be reviewing their respective program
     assessment plans.
   · The Research Opportunities Report may be revisited this year.
   · Strategic Planning updates will occur throughout the year as appropriate.
   · The policies on digital theses and dissertations will be addressed hopefully before we get a
     request for it.

V. As May Arise
   · A “C” grade in Graduate School was discussed. The overall GPA must remain 3.00 even
     with a “C”.
   · The Interdisciplinary PhD program initiative was asked about briefly. Dean Kovar indicated
     a planning board would be meeting this fall semester.
   · For FY04, Doctoral Program Sub-Council may have two members from the Graduate
     Council as Ian Gibson (representing doctoral programs, at large) would like to serve as well
     as David McDonald (Graduate Council Representative).

Meeting adjourned at 4:20 p.m.