Minutes of Graduate Council Meeting

The Graduate Council met on Thursday, October 21, 2010 at 3:00 p.m. in RSC 305.


I. Approve Minutes of October 7, 2010 meeting
Minutes of the October 7, 2010 meeting were approved as distributed.

II. Old Business
a. Minimum Credit Hour Requirement for thesis/dissertation
Associate Dean Masud asked Council members to check with their represented areas to confirm the minimum hours their departments require for thesis/dissertation enrollment. This information will also be added to the Graduate Catalog under each program.

b. Graduate Assessment Report Submission.
Associate Dean Masud noted he will work with the Assessment Committee to develop a more detailed template for departments to use when preparing reports, and will ask the committee to set a timeline for submitting reports that coincides with the KBOR review cycle. He also asked Council members from accredited programs to forward their accreditation web links that list their assessment requirements.

c. RCR Training update
With more and more external funding agencies demanding graduate students have formal training in responsible conduct of research, Associate Dean Masud indicated he will form a committee of faculty volunteers to develop a plan for creating RCR modules for graduate students and new faculty involved in research here at WSU. The committee will address what minimum set of RCR skills students should have as they begin their research and how to enforce students obtain the training. They will also address what budget would be needed to offer the training. Associate Dean Masud asked Council members to check within their faculty groups for potential volunteers to serve on the committee.

III. New Business
a. Exit Exam Limits
Associate Dean Masud noted he has heard from several departments regarding their governing policies for examinations. Once the information from all departments is received, it will be implemented into the Graduate Catalog.

b. Recruiting Graduate Students
The committee consisting of Dean McDonald, Associate Dean Masud, Kamran Rokhsaz and Preethika Kumar, Engineering, Vince Altum, International Education, and Bobby Gandu, Undergraduate Admissions will soon submit a written outline to Provost Miller regarding the graduate student recruitment plan. As part of the plan, emails have already been sent to WSU undergraduate students who have completed 90 or more credit hours to inquire about their interest in attending WSU further as graduate students. Also, the Graduate School will be contacting McNair students across the US to generate interest in our graduate programs. Additionally, the Graduate School website will be revised as needed to make information more easily accessible for potential graduate students. Associate Dean Masud encouraged members to view the new website design for WSU’s International Programs Office.
c. Revoking Graduate Faculty status
Associate Dean Masud noted he will review other university’s policies that are in place to help with developing guidelines regarding revocation of graduate faculty status. The item will be brought back for discussion at a future meeting.

IV. As May Arise
• No items were brought forth.

Meeting adjourned at 4:25 p.m.