Graduate Council Minutes

The Graduate Council met on September 1, 2005, at 2:30 p.m. in Devlin Hall 2nd floor conference room.

Members present: S. Kovar (Dean), D. Eichhorn (Int. Associate Dean), C. Claycomb, S. Coats, S. Farmer, L. Hale, K. Miller, R. Prezas (student representative), M. Schommer-Aikins, D. Soles, J. Watkins, and D. Wright.

I. Introductions
   Dean Kovar welcomed the Graduate Council members, existing and new, to the Fall 2005 semester.

II. Approval of Minutes (May 5, 2005)
   Minutes were approved as distributed.

III. Program Quality Issues
   Frequent changes to committee member (Master’s level)-Dean Kovar and Graduate Council members discussed the implications of students’ changing committee members after the thesis was distributed for review before the students’ oral defense. The Graduate Council decided that a statement in the catalog was not needed as this was an issue that the student’s committee chair should address on an individual basis. If specific departments or programs have this occurring on a regular basis perhaps the dean could meet with the program faculty to find solutions.

   What happens when the students’ major professors leave the University?-Dean Kovar was asked about a Regents Policy regarding this, and she stated she would look into it. She would also look for KU and KSU policies that might exist on this topic. WSU does not have a statement about major professors leaving in the Graduate Catalog. Dean Kovar asked Graduate Council members to think about this for further discussion.

   Assessment of the oral exam process (doctoral and master’s level)-(handout) The Doctoral Program Subcouncil has reviewed the handout and recommended all members of the committee fill out the survey as opposed to the outside member only. The data collected from the survey would be given to departments for the purpose of improving the oral exam process. The Graduate Council recommended that a question on originality be added to the survey and that only the outside member (the Graduate School Dean’s representative) complete the survey. Dean Kovar will take this back to the Doctoral Program Subcouncil for recommendation, and it will then return to the Graduate Council.

IV. Elect Representatives (from Council) to Other Committees
   University Library Committee-Dean Kovar will ask Dr. Alagic if she would be willing to serve again and also find out how often this committee meets.
   Doctoral Program Subcouncil-John Watkins
   Graduate School Awards Committee-LaDonna Hale
Graduate School Assessment Committee—These decisions and discussion will come back to the Graduate Council this semester. At this time, there is no reason to appoint a representative.

Graduate School Strategic Planning Committee—These decisions and discussion will come back to the Graduate Council this semester. At this time, there is no reason to appoint a representative.

V. Update/Concerns on Electronic Thesis/Dissertation Pilot Project

(handout) Dean Kovar reviewed the electronic thesis/dissertation process stating at this time that only dissertations are required to be submitted this way. She asked the Graduate Council to review this handout for concerns or recommendations. There was brief discussion regarding a paper copy existing in the department, and Dean Kovar stated that the major professor could request a copy on non-archival quality paper with a “cheaper” binding but not the hard-bound copies of the past. Dean Kovar will speak to the degree audit specialist about this recommendation. Dean Kovar also stated that the Graduate School does not monitor plagiarism in the thesis/dissertation.

Signature page—Dean Kovar stated there is no way to have a formal signature page with an electronic thesis/dissertation. This signature page was for ceremonial purposes only, as the official notification to the Graduate School that the student was ready to graduate is the signatures on the “Recommendation for Degree” form. The Graduate Council recommended that a signature page was not necessary. This recommendation will now go to the Doctoral Program Subcouncil.

VI. 2005-06 Council Agenda

Dean Kovar reviewed the upcoming agenda for the year. There will not be any KBOR Program Review as the 8-year cycle is complete. The next 8-year cycle will be scheduled this year.

No major curriculum changes will be coming up either for the Graduate Council.

The Graduate Council will be preparing for the Higher Learning Commission/Accreditation visit in the spring of 2007.

Graduate Program Assessment will be coming back to the Graduate Council after separate committees have met in recent semesters to decide these matters

Graduate School Strategic Planning will also be returning to Graduate Council’s agenda.

Concurrent/Accelerated Graduate Programs have been discussed in the past and will return this year for further discussion.

Search for VPAAR—Dr. Claycomb is on this search committee, and the Graduate Council will help develop questions for her to ask the candidates in this search.

President’s Priorities for FY06 will be presented to the Council.

Any other issues that Graduate Council members may have can always be added to the agenda.

VII. As May Arise
- Please use any opportunities in department meetings to discuss graduate education.
- Members may bring information to the Graduate Council as well as take the information back to departments.

Adjourned at 3:50 pm