

University Graduate Council Minutes
Richards Hall, VPAA Conference Room
October 13, 2017, 12 pm

Council Members in Attendance

Dr. Nicholas Bolden, Chair (COLS)
Dr. Ellen Roberts (AA), Associate Provost
Dr. Kevin Burgess (COLS)
Dr. Aimee Vael for Dr. Tammy Condrey (COEHP)
Dr. Kirk Heriot for John Finley (TCOB)
Dr. Scott Harris (COA)
Dr. Shamim Khan (TCOB)

Dr. Saoussan Maarouf (COEHP)
Dr. Ilaria Scaglia (COLS)
Dr. Margie Yates (COEHP)

Ex-Officio Members:

Dr. Tina Butcher, Interim Provost
Ms. Kristin Williams (EM)

Topics

Item 1: Welcome, Lunch, and Approval of September Minutes

Dr. Yates called the meeting to order and the council approved the September minutes without any amendments.

Item 2: Report from the Associate Provost for Graduate Education

Dr. Roberts reported that the CSU enrollment on census date was 8453. The graduate enrollment numbers went up from 1618 last year to 1654 this year. The Graduate Open House will be held on November 16, 2017 in Tucker Hall. The graduate faculty newsletter will come on Monday, 10/16, communicating graduate policies and other important information to faculty.

Item 3: Old Business

Approval of Grad Faculty Dr. Roberts expressed her concern at the number of faculty teaching graduate courses this fall without being approved as graduate faculty. She urged everyone present to remind their colleagues about applying for graduate faculty status at departmental meetings. She noted that information on applying for graduate faculty status can be accessed from the Graduate School website.

The Grad Council reviewed two graduate faculty applications. One of these two was sent back to the faculty concerned for providing an updated vita, the request for which had been made previously to his department chair. It was decided to pull the other application from the this year's workflow as it was meant for 2018-2019.

Graduate students' half-time status policy Dr. Roberts reported that she had been checking the relevant policies followed by a number of other USG institutions. It was decided that individual council members

will check the remaining USG institutions and will email their findings to Dr. Roberts before the November meeting for distribution at that meeting.

Item 4: New Business.

COLS Graduate Advisory Committee Dr. Burgess has been elected as chair of this committee. The main objective of this committee will be to set common standards and policies for graduate studies in the college and help departments comply with these. It was noted that all colleges, except College of Business, now have a committee to act in this role.

CSU Graduate Conference Dr. Roberts read out instructions from Ms. Amber Dees about the roles of judges and moderators at the CSU Graduate Research Conference in November, and encouraged everyone to volunteer for these.

CSU Discovery Day Ms. Williams reported that so far 59 prospective graduate students have registered to attend this event. All present were urged to attend.

Online Graduate Orientation Dr. Yates presented an overview of the structure and content of a new online orientation system. It would consist of modules representing information on different services available. It will replace the existing online orientation system.

Master of Public Administration Dr. Bolden reported that an application has been lodged with the Network of Schools of Public Policy, Affairs, and Administration (NASPAA) for accreditation of the MPA program. He described the standard process involved and mentioned that the Department of Political Science was awaiting the initial notification of acceptance or denial from NASPAA.

Background checks Dr. Burgess inquired if background checks are carried out on TAs and GAs. Opinions were expressed that TAs should be required to sign confidentiality agreements. Dr. Roberts to follow up on this issue.

Recruitment grants Dr. Scaglia asked about the graduate recruitment grant. Dr. Roberts reported that it is still open and that the applications are expected to be innovative.

Item 5: Announcements.

CSU's Legislative Internship Program Dr. Roberts reported that the deadline for this new program was the following Tuesday, 17 October, 2017.

Adjournment: 1:50 p.m.