

Approved (7-0-0)
November 2, 2010

Graduate Council
Meeting #3
October 5, 2010

**Indiana State University
Faculty Senate
GRADUATE COUNCIL
Minutes**

Present: M. Boyer, T. Demchak, B. Eversole, R. Gonser, L. Kahanov, C. MacDonald,
L. O’Laughlin

Absent: S. Buchanan, L. Tinnerman

Guests: J. Gatrell (CGPS Dean), S. Challa (Student Representative), N. Cobb Lippens (Music), D. Collins (BCOE), B. Hartman (CGPS Intern), R. McGivern (CML), M. A. Miller (CNHSS), Y. Peterson (Health & Safety), H. Hudson (CAS)

- 1. Call to Order:** 3:30p.m.
- 2. Adoption of Agenda:** Adopted by consensus with agreement to move Program Development recommendations (New Business) to the head of the agenda.
- 3. Approval of Minutes:** Approved as amended (Gonser/O’Laughlin: 6-0-0)
- 4. New Business:** Program Development Committee (PDC) Recommendations and Actions
 - a. Department of Health, Safety, and Environmental Health Sciences - Y. Pederson (Chair) – the department requested a Health and Safety master’s program specialization name change from Community Health Promotion to Public Health. The program also requested approval of a new course HLTH 614: Principles of Environmental Health. The Program Development Committee recommended minor adjustments then approved both proposals (5-0-0). Graduate Council approved both proposals (6-0-0).
 - b. Department of Music – N. Cobb Lippens (Chair) – the department requested suspension of the Master of Music with concentration in Music Comparative Studies. Other concentrations will be retained. A recent accreditation visit highlighted the need to justify additional faculty positions and explore program revisions before offering the concentration. There is currently no tenure track faculty in the area of music comparative studies. The department expects to make a decision about the future of the concentration within the next few years. Program Development Committee approved (5-0-0) the suspension of the concentration. Graduate Council approved the suspension (6-0-0). Dean Gatrell noted that this action will be published as approved and a confirming memo will be sent to the department.

- c. Two course revision approvals were fast-tracked: CRIM 516 and GEOL 584 (to ENV 584)

5. Reports

- a. Chairperson
 - i. The PDC requested revisions in the Master's in Aviation proposal. The proposal will be reviewed in an upcoming PDC committee.
 - ii. T. Demchak will check in with the Graduate Faculty Committee and request a report on their progress regarding the charge to examine Graduate Faculty policies and practices.
- b. Faculty Senate Liaison – No Report
- c. Administrative (CGPS Dean)
 - i. J. Gatrell introduced Burr Hamilton a Student Affairs in Higher Education master's intern in CGPS.
 - ii. CGPS representatives will be attending local Graduate Fairs.
 - iii. The Assurance of Student Learning effort has had a high rate of participation. Sixteen assurance reports were delivered to the PDC for review. It is expected that the PDC will provide comments to the relevant departments and college (CAS) before the NCA visit. Dean Gatrell will work with PDC to fine tune the Assurance of Student Learning process and procedures in preparation for the next round of reviews.
 - iv. J. Gatrell provided summary information on the following upcoming CGPS events:
 - Symposium: A Celebration of Student Research & Creativity** (*formerly the research showcase*). The event will be held on Wednesday March 30, 2011 in the Library Events Area.
 - Inaugural Graduate Faculty Appreciation Luncheon.** In an effort to recognize the efforts and many contributions of the ISU graduate faculty, CGPS will be inviting all faculty to share lunch prior to the start of the spring semester on Friday January 7, 2011 at noon. Other colleges have general faculty gatherings and it was thought a luncheon would provide a similar opportunity for Graduate Faculty.
 - 2nd Annual Outstanding Graduate Assistant Breakfast.** The recognition breakfast has been scheduled for Thursday April 7, 2011.
 - v. The GC approved (9/21/10) revised Thesis/Dissertation Proposal Approval verification sheet has been posted to the CGPS website. R. Gonser asked that J. Gatrell post an email reminder about this new form to all department and program heads.
 - vi. During January and February, J. Gatrell will be conducting international recruiting efforts in Vietnam, India, and Korea. W. and L. Barratt will be recruiting in 'new markets' in Latin America, Brazil, and Argentina.

- d. Graduate Student Representatives – T. Demchak and council members welcomed Sowmya Challa, GSA President and one of two GSA representatives this year. The second representative will join us at the next meeting. For the first time, GSA will have space in the CGPS tent at Homecoming this year.

6. Old/Unfinished/Ongoing Business

- a. The Ad Hoc Committee (Boyer, Gonser, O’Laughlin) has sought clarity on the charge from Graduate Council’s Senate Executive Committee Liaison (Virgil Sheets); gathered information from college deans, sister colleges, and other relevant stakeholders regarding issues relative to thesis/dissertation quality; and is in the process of examining handbook and other policy language for needed additions or clarifications that would impact the quality of, and expectations regarding, theses/dissertations.

7. Upcoming Items

- a. Curriculum items are moving toward PDC - new programs from CNHHS and Technology and program revisions from SAHE and CRIM. Watch for materials.

8. Other

- a. M. Boyer asked about the status of electronic conversion of IP grades – currently IP grades require a paper process to post a final grade. J. Gatrell agreed to follow up with A. Hay, Registrar.
- b. L. O’Laughlin commented on the apparently large number of international students visiting faculty and department offices asking for student employment and/or assistantship opportunities. S. Challa wondered if a misunderstanding on the part of students during the International Affairs Center (IAC) orientation for new students might have contributed. S. Challa agreed to bring this to the attention of IAC representatives.

9. Adjournment: 4:03 p.m.

NB: Next Regularly Scheduled Meeting – October 19th, 3:30-4:30 p.m., UH 111.

Respectfully submitted,

Michele C. Boyer
Temporary Secretary