

Meeting November 15, 2017 2:00-3:30 p.m.  
David Adamany Undergraduate Library, Community Room

**Agenda**

**I. Approval of Minutes:** Attached\*

**II. Report of the Chair**

**III. Old Business**

**IV. New Business**

A. Proposal to Change the Plan of Work Policy\*

**V. Committee Reports**

A. Executive Committee

B. New Programs Committee

C. Academic Standards Committee

D. Graduate Admissions

E. Graduate Council Academic Senate Liaisons

F. Academic Senate

**VI. Adjournment**

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Minutes of the Regular Meeting of November 15, 2017  
2:00 p.m., David Adamany Undergraduate Library, Community Room

Members Present: E. Ash, A. Basu, L. Beale, J. Beaudoin, P. Beavers, N. Bhavnagri, A. Billings, K. Blakeney, M. Campbell, A. Cherry, P. Dubinsky, J. Ernst, A. Feig, S. Lean, S. Ng, D. Pitts, B. Pogodzinski, J. Pruchnic, L. Romano, J. Rothchild, D. Schutte, C. Sokol, C. Tan, E. Troffkin, D. Walz

Members Absent

With notice: C. Chow, M. Clark, H. Dillaway, J. Duchan, P. Johnson, L. Keashly, P. Samuel, M. Shekhar, J. Smith-Darden, A. Vallerand, X. Zhang

Members Absent: S. Aboulhassan, D. Baker, R. Benkert, A. Cano, L. Hazlett, H. Heng, F. Hopp, T. Leff, T. Stemmler, W. Volz

Also Present:

The Meeting was convened at 2:07 p.m. by Dean Ambika Mathur.

### I. APPROVAL OF MINUTES

MOTION was made, seconded, and passed to approve the minutes of October 18, 2017.

### II. REPORTS OF THE CHAIR AND OLD BUSINESS

- Dean Ambika Mathur reports The Graduate School has created a new set of scholarships offering \$3,000 per semester for four semesters to each of those students coming in, as long as certain milestones are maintained.
- GRE decision is on hold for the time being until more input from departments are gathered. The discussion will be brought to the executive committee in January at the next meeting.

### **III. NEW BUSINESS**

- Proposal to Change the Plan of Work Policy
  - Goal of changing the plan of work policy is to make the document forward looking instead of the backward looking event it is currently.
  - The proposal that was presented is that the Plan of Work move up to the point of fifteen credits or ten months from admit date. That effectively puts a full-time student turning in a plan of work in their second semester in a graduate program. These ten months allows someone who is less than full-time to be putting it in essentially by the end of the first full year.
  - The other thing that this proposed policy does is it moves up the time line for identifying a dissertation advisor.
  - Requests are being made for the plan of work to be the time at which the dissertation advisor is named. This addresses the issue of the lack of student monitoring at the beginning of the program.
  - Dr. Lean moves that The Graduate Council adopt the policy. The council accepts.
- Tax Reform
  - The changes to the tax code were discussed. There are conflicting reports between the House of Representatives and the Senate relative to taxation or lack of taxation on tuition.
  - Dean Mathur states that because of this tax reform, graduate enrollment will drop at the PhD level. The Graduate School will be sending out a message addressing it and stating the work that is being done with the Council of Graduate Schools and other relevant graduate bodies to inform Congress about the issues. There is no official university position at this point in time.
  - It was stated that The Graduate School should encourage individual graduate students to take out pens and pencils and write, because students are the ones who are going to be paying the tax. Students should be the ones reacting.
  - Dr. Linda Beale proposes details of the communication and details are finalized by the Council.

### **IV. COMMITTEE REPORTS**

- Executive Committee
  - Executive Committee Chair, Dr. Jeff Pruchnic reports the committee met on October 30<sup>th</sup> and that the agenda matched the Graduate Council's. The focus was the proposed changes in the plan of work.

- New Programs Committee
  - Associate Dean Cano reports there were five programs reviewed.
  
- Academic Standards Committee
  - Associate Dean Andrew Feig
  
- Graduate Admissions
  - Ms. Deirdre Baker compares the numbers between Winter 2018 and Winter 2017 semesters. For Winter 2018, the numbers are 1,905, compared to 2,513 last year. There is a slight discrepancy for Information Science as they changed their school's name and the coding changed with it causing the number to be a little low for information science. Then for PhD students, the numbers are at 241 applications, for assists 315 in 2017. For admits, 565 for Masters 2018, versus 909 from last year. PhD there is 18 versus 25. International PhDs, there are 141 applications and eleven of those have been admitted. At the Masters level, 646 internationals, with 168 admitted. Domestic are 87 applications for PhDs, four of which are admitted. 1,247 for the Masters students and 421 of those are admitted.
  - It was requested that a chart be sent out with the figures by email. Dean Mathur agrees and states that the report that comes out once a week/once a month could be sent out as well.
  - Dean Mathur explains the recruitment process. Current steps being taken include re-grade/re-identifying students from India who had applied and were admitted to Engineering.
  - The student ambassadors have been meeting and coming up with strategies with Engineering and OISS.
  - A survey for international students was created with the majority of responses coming from Indian students from Master's programs in Engineering.
  - Dean Mathur states her travel to India has been informed by the involvement of the Graduate Student Association of Indian Students.
  - Discussion was had regarding the inadequate housing for graduate students. Focus seems to be on undergraduate students.
  - I-20's was previously done by snail mail and now are in process of being done by FedEx with the support of OISS.
  - Coordinating airline arrivals for international students could be a volunteer opportunity within our various department's graduate students.
  
- Curriculum and Instruction Committee
  - Dr. Sharon Lean states that this committee has not met.

- Academic Senate
  - Dr. Lou Romano reports the committees met several times to have the report to the Board of Governors in order for the Board to make their decision by November 10<sup>th</sup>. The administration had a hard limit of 32 general education credits yet many in the senate were opposed to this limit. The final proposal included two science courses and 35 credits maximum which was accepted by a vote of 6 to 2 after many arguments via memos and direct contact with the board.
  - Question was raised as to the objections to the final proposal. Dr. Romano stated 35 credits wasn't a small enough number of credits. Dr. Romano also stated that students will still be taking more credits than needed and the administration needs to address the problems behind that if reducing number of credits is the goal.
  - It was stated that students end up taking more credit that they don't need because the students are on grants that require a certain number of credits and the required courses are not offered in that semester which causes enrollment in any class that will raise the numbers to the needed amount.
  - Dr. Romano stated that previous stated problem will get worse as the students who have a scholarship are going to be required to take 15 course credits instead of the 12 required now.

## **V. ADJOURNMENT**

The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Cindy Sokol

Manager of the Graduate Council