# Graduate Council Meeting Minutes

CHAIRED BY: David Kieda TIME: 3:00pm

DATE: November 24, 2014 PLACE: 300 Park

COUNCIL MEMBERS PRESENT: Tim Formosa, Tim Garrett, Chuck Hansen, Winston Kyan, Robert Mayer, Valeria Molinero, Sean Redmond, Ryan Smith, Mary Jane Taylor

STUDENT REPRESENTATIVES PRESENT: Yuanyuan Xie

EX OFFICIO MEMBERS PRESENT: Ed Barbanell, David Kieda, Abigail Ririe, Donna White

EXCUSED MEMBERS: Krishnan Anand, Connie Bullis, Glen Hanson, Susan Johnston, Nyce Keiyoro, Laura Kessler, Paul Mogren, Ginny Pepper, Vanessa Stevens, Elham Yazdani

FINAL AGENDA

1. Welcome and Introductions

Dean Kieda welcomed the Graduate Council to the fourth meeting of the 2014-15 academic year.

**2. Information Items from The Graduate School**

Dean Kieda shared a proposal for adjusting the language in the graduate catalog surrounding the language requirement for an MA.

Vote:

Abstained:

Comments: The language requirement for an MA degree can currently be satisfied one of three ways: 1) one year’s worth of language courses passed with a B or higher, 2) a standardized test administered by the department of Languages and Literature, 3) an exam created in the student’s department of study in consultation with the department of Languages and Literature. Some exams are being administered without this initial consultation. Languages and Literature has received tests retroactively for approval, and then stand in the awkward position of determining whether a student can graduate or not. The two possible solutions to this problem are: 1) to drop option three entirely from the policy, 2) to indicate that all departmental language exams must be approved PRIOR to being administered to students. Dave will further discuss with Katharina Gerstenberger this issue, and perhaps have her attend Graduate Council to explain the situation.

Ed Barbanell explained a proposal that the Council will see in January for discontinuing inactive programs.

Vote:

Abstained:

Comments: It is hopeful that this process of de-activating or discontinuing programs will begin with a discussion among the department chair, dean, and administration involved. Ed Barbanell will check with the Registrar’s Office to see how many programs this new policy might affect.

**3. Proposal: Graduate Certificate in Adult/Gerontology Acute Care**

**Proposal: Graduate Certificate in Nurse Midwifery**

**Proposal: Graduate Certificate in Nursing Education (Post graduate certificate)**

**Proposal: Graduate Certificate in Family Practice**

**Proposal: Graduate Certificate in Women’s Health**

**Proposal: Graduate Certificate in Nursing informatic (Post graduate certificate)**

Barbara Wilson, Associate Dean for Academic Programs and Shayla DeGooyer, Academic Programs Coordinator from the College of Nursing, presented six proposals for new graduate certificates.

Vote: Approved unanimously

Abstained: None

Comments: Many current advanced nurse practice students have an interest in getting a certificate. In the past each student has had a certificate program crafted specifically for them. These are now transcripted programs due to requirements of the accrediting body. The certificates are for students who may or may not already have their terminal degree. A question was raised as to why 500 hours is the required clinical time. 500 clinical hours are required by the accreditation body. These hours are in the community and are monitored by faculty. Ryan Smith asked what the purpose behind these certificates, whether as a recruitment tool or incentive for students already registered. The answer to this question depends on where the practitioner is practicing clinically. Hopefully, both will be accomplished.

The program must have at least 2 students every 2 years in the certificate program in order to remain active.

**4. Program Review: Department of Chemical Engineering**

Sean Redmond presented the review of the Bioengineering Department.

Vote: Approved unanimously

Abstained: None

Comments: It was suggested that a recommendation be added for Chemical Engineering to align with the Civil Engineering report on the topic of the nuclear reactor. The director of this program has a joint appointment in the two departments. Remove commendation 6.

**5. Program Review: Department of Film and Media Arts**

Mary Jane Taylor presented the review of the Department of Film and Media Arts.

Vote: Approved unanimously

Abstained: None

Comments:

**6. Center Institute Bureau (CIB) - Guidance Document:**

Associate Dean Donna White again presented the CIB Guidance Document.

Comments: The CIB Guidance Document and Senate policy 6-001need to be in alignment. The Guidance Document cannot be moved forward until the policy has gone through Phase 2 approval from the Senate.

ACTION: Please review the 600-1 draft and general principles document. Abi Ririe will resend these documents to the Council.

The Graduate Council is not approving CIBs, but instead they are making recommendations for approvals.

The provisional approval flowchart has been edited. Abi will send a copy to the Council.

We need to maintain a balance between maintaining the provisional approval as an expedited process, but also preventing abuse of this possibility.

7. **Minutes of October 27, 2014 meeting**

Vote: Approved unanimously through email.

Abstained:

Comments:

Time of Adjournment 5:11pm.

The next Council meeting will be held 26 January 2015 at 3:00pm in Winder Board Room 300 Park.