

**Graduate Council Minutes  
October 7, 2008**

Present: Lawrence Anderson, Jamie Barlowe, Barbaranne Benjamin, Frank Calzonetti, Laurie Dinnebeil, Jeanne Funk, Max Funk, Hans Gottgens, Scott Heckathorn, Mohamed Hefzy, Wayne Hoss, Ruth Hottell, Mylo Jennings, Dong-Shik Kim, Anand Kunnathur, Sara Lundquist, Anastasia Mirzoyants (GSA), Azadeh Parvin, Kelly Phillips, Susan Pocotte, Benjamin Pryor, Ram Rachamadugu, Patricia Relue, Kathleen Salyers, Barbara Schneider, Alice Skeens, Krishna Shenai, Dianne Smolen, Mark Templin, Amy Thomson, Hermann Von Grafenstein, Frederick Williams

Absent: John Gaboury, Eric Longsdorf, Gary Moore

Excused: Michael Bisesi, Sakui Malakpa  
Absent

The Minutes of the September 23, 2008, meeting were approved.

***Report of the Executive Committee of the Graduate Council and the Dean of the College of Graduate Studies***

Dr. Relue reported that the membership to the Bylaws Workgroup now is almost complete; a representative is still needed from Business. She and Dr. Funk met with the GSA to discuss some of their concerns. The graduate students have specific concerns about health insurance coverage and costs, the magnitude of general fees, and the cost of out-of-pocket expenses for graduate students. In addition, graduate students are now directed to Rocket Solutions when they have problems with registration or their accounts, but Rocket Solutions seems to be understaffed and the people there are not trained to handle graduate issues. We are looking into ways to resolve some of these issues.

***Information and Discussion Items***

Status of College of Graduate Studies Dean Search

Dr. Relue, search committee member, reported thus far two applications have been submitted, with three more expected to be forthcoming, and two possible considering submission. We hope to have an adequate internal pool (in size and diversity) so that there are at least six or seven qualified candidates, with three of those candidates forwarded to the Provosts. The application deadline date is October 15<sup>th</sup>.

Status Update on Research Funding and URAF Program

Dr. Calzonetti gave brief descriptions of each of the award programs under the University Research Awards and Fellowships Program he distributed. These are excellent programs and the pamphlet serves to summarize the annual internal grant programs administered by the Office of Research Development to support faculty research and scholarship. Although deArce supports medical research it is available to the entire campus. However, Research Council funding is limited. Some research is out of our university budget. The deArce endowment provided about \$100,000 last year but could be considerably less this year given the stock market situation. Dr. Elsa Nadler stated the list of winners in the back of the brochure is a good resource for those seeking assistance in writing a proposal.

URAF and deArce proposals have to be written for a general reader, people not necessarily experts in your area. However inter-disciplinary proposals are reviewed by experts from major research universities.

Dr. Hefzy stated he hopes funding will become university-wide, thus opening up to a larger pool. Dr. Elsa Nadler replied that co-investigators can be from the HSC. Dr. Hoss added there are a lot of sources it can come from. Dr. Pocotte added there are similar programs on the HSC, but not as large.

Dr. Calzonetti distributed grant reports and reported that 2009 is off to a good start, although the number of submissions is down. Dr. Nadler pointed out the database actually changed and submissions may be counted a little differently, thus impacting the numbers. They will make sure split credit is recorded accurately.

There was discussion on the need to increase the pool for internal awards as it stimulates external submissions. Dr. Calzonetti stated every year we work hard to find sources in light of the fact we are not receiving additional dollars from the State for Research Incentive. There has not been any new communication from the State on funding for Centers of Excellence.

#### Collaborative Research Grant Presentation

Dr. Lirim Shemshedini presented a summary of his project that was funded through the Interdisciplinary Grants Program for last year.

#### Discussion on Academic Grading Policies (WP/WF and Graduate GPA Calculations)

Dr. Relue initiated discussion on differences in academic grading policies for graduate students. She asked for faculty from the HSC to educate the rest of Graduate Council on the use of the grades Withdraw Pass (WP) and Withdraw Fail (WF). The purpose of the discussion is to obtain information about grading policy in various colleges. The core of medicine and nursing are in favor of keeping the WP/WF grading.

Dr. Relue asked the difference between WP and an "Incomplete". Dr. Pocotte said "Incomplete" is broader and can be used at anytime in the semester allowing the student to finish the course the following semester without the need to re-register. Usage is differentiated from WP. Incomplete can be offered to students based on extenuating circumstances. WP and WF are given based on the grade that the student is earning at the time of request to withdraw. Students who earn a WF have one opportunity to retake the course for a passing grade. Students who earn a WP have the opportunity to retake the course but are limited on the number of times. This grading method is also reflective of student's rights. WF/WP gives various colleges independence in a college-centric approach, and it is student-friendly.

Discussion continued with explanations of processes on each campus: On MC, students can withdraw up until the withdraw deadline; faculty cannot assign a withdraw grade. After the withdraw deadline for the semester passes, the student's only option to complete a course is if given an "Incomplete". On the HSC, the student can choose to withdraw but the faculty assigns the grade at the time the student goes into the process. It was questioned whether a grade of WP may not provide incentive for the student to complete the course. Dr. Pocotte said there are a lot of courses with clinical requirements, thus making it impossible for the student to disappear and attempt to continue. She continued that we are proactive if they are missing and we try to reach out to them and can make a decision if it's an "Incomplete". Dr. Williams added that in Pharmacy there are a lot of competitive programs with classes requiring attendance as part of the grade. It speaks to assigning/taking a class multiple times. However, there is a cap on certain courses, so students know early on if they aren't going to attend.

At this point, the discussion was ended in the interest of time. This item will need to be added to a future agenda for continued discussion.

Status Update of Graduate Council Bylaws Workgroup

Dr. Max Funk reported the workgroup met last week with the objective of having completed a draft of the bylaws yet this semester. Continued progress is expected as the workgroup is meeting weekly. We will seek consideration and approval of the bylaws by this body.

***Organizational Reports***

Graduate Student Association

Ms. Anastasia Mirzoyants, President of the Graduate Student Association, reported over the previous two weeks, GSA had met with the Chair and Vice-chair of the Graduate Council to discuss the issues experienced by graduate students and to explore the ways to collaborate on resolving those issues. In addition, GSA met with the Chair of Student Activities Committee to see if the committee can be refocused and instead of helping GSA with organizing social events; work with the GSA on annual elections of the officers and college representatives. A representative of GSA is currently sitting on GC Bylaws committee to make these changes in the committee and the representation of GSA in Graduate Council official. In addition, the GSA has representation on the COGS Dean Search and Budget Committee to voice students' opinions of the issues related to the work of those committees as well.

The next GSA meeting is October 16. Following the meeting, there will be several social events including a Halloween masquerade on October 30th.

***Old Business***

Academic Grievance Procedure by College

Dr. Relue reported that only about half of the grievance procedures from colleges have been received. This task was given to the Colleges last spring by the Graduate Council and is expected to be completed soon. When the Academic Standing Committee has to act on a case that comes up, grievance procedures must be referenced to determine if procedure was followed.

***New Business***

Election of Ad Hoc Member At-Large from the Health Science Campus to serve on the Graduate Council Executive Committee

Dr. Relue announced the plan to elect an ad hoc member at-large to the Graduate Council Executive Committee (GCEC) since HSC faculty were not seated at GC in the spring. She is requesting a HSC representative to serve on the GCEC to provide perspective on issues that arise. The GCEC currently meets on the Thursday before GC from 12:30-1:30pm. The election was postponed until the next meetings as no representatives from the College of Medicine were present.

We do not have a meeting in two weeks because it corresponds with fall break.

***Adjournment***

There being no further business, the Council adjourned at 1:55 p.m.