

## GRADUATE COUNCIL

Faculty Senate

MINUTES

Thursday, December 14, 2023, 1:00 PM

Graduate School Conference Room, RH 2215

PRESENT: Michael Hair (Chair), Soondo Kweon, Jerry Weinberg, Therese Dickman, Susan Morgan, Jill Smucker, Jim Monahan, Wai Cheah, Beidi Qiang, Gloria Sweida, Michael Shaw, Andrea Keller, David Cluphf, Carole Frick, Bhargav Patel

ABSENT: Rahmat Ibrionke Salau, Cinnamon VanPutte, Eric Wrobbel

EXCUSED: Bernadette Sobczak

GUESTS:

The meeting was called to order at 1:04 p.m. by Michael Hair, Chair.

### I. Announcements

- A. Course Review Committee (CRC) Report – On SharePoint
- B. Graduate Committee on Assessment (CGOA) Report – On SharePoint
- C. Enrollment Management Report
  - i. Jim Monahan let the Council know that spring 2024 admittance levels are similar to spring 2023 at this time but enrollment is down by 8%. For fall 24, international and domestic admittance numbers are up by 16% over fall 2023
  - ii. He also let the Council know that a poll had been sent to graduate program directors about the recent open house. The results had not been very useful since the responses were so varied.
- D. Student Affairs Announcements
  - i. Rony Die was not able to attend the meeting but had sent an email letting the Council know that their VCSA search has been unsuccessful, so the search is continuing.
- E. International Affairs Announcements- International Affairs was not represented in the meeting.
- F. Graduate School Announcements
  - i. Jerry Weinberg let the Council know that the interim associate dean will be Elizabeth Cali from English Language and Literature.
  - ii. Jill Smucker spoke about the Graduate School's charitable donations for the month of December, which is something they are doing every year. They were able to donate over 300 items to Partners for Pets and the Cougar Cupboard.
  - iii. Susan Morgan described an initiative the Graduate School had recently completed, requesting feedback from graduate students about graduate faculty.

About forty students had shared positive feedback that had been distributed to the faculty members. Susan also shared some of the responses in the meeting. She encouraged the faculty members present by sharing that even if they had not received one of the feedback forms, their individual actions matter. There were several students who had responded that they had continued in their program because of a faculty member. Susan and Jerry were asked if the Graduate School had plans to use the survey results as a recruiting tool. Jerry responded that it has not been discussed yet.

- iv. Susan shared that the Graduate School had selected a commencement speaker. There were several students who applied to be considered. Information on the students that were not selected was sent to Marketing and Communications in the hopes that they would use the information as press releases that could help with recruitment.
- v. Jerry Weinberg let the Council know that John Caupert had retired from his position as the NCERC director. Yanhong Zhang is the interim director.

#### G. Other Announcements

- i. Andrea Keller let the Council know that over \$340 had been raised for Giving Tuesday through Graduate Council. This year's Giving Tuesday had been one of the most successful.
- ii. Andrea also gave the Council an update on the search for a new Vice Chancellor of University Advancement. There would be two on-campus interviews next week.
- iii. Andrea gave the Council an update on the Cougar Cupboard. From June 1<sup>st</sup> to October 31<sup>st</sup> 45% of the students that had at least one interaction were graduate students. Jill Smucker added that 90% of those students were international students. Andrea said that she will be bringing a full report to the Council in 2024. The Cougar Cupboard is also working on re-locating so that they can expand what is offered including refrigerated items. A Council member asked if that was in conjunction with the mini cupboards that had been launched but Andrea replied that the mini cupboards were meant to be for small items, not a full meal. There are currently three mini cupboards on campus but three more are being added. Units will have the opportunity to adopt one of the mini cupboards.

#### II. Approval of Minutes of November 16, 2023

The minutes were approved with no changes.

#### III. Public Comments – None

#### IV. Report of the Educational and Research Policies (ERP) Committee

- A. GR2324-10: Graduate School Operating Papers
- B. GR2324-11: Graduate Council Operating Papers

Michael Shaw spoke to the Council on behalf of ERP. The two sets of operating papers had been reviewed to check for corrections since their last updates. There were no fundamental changes to operating procedures in the papers, just changes to titles, names, and language.

The Council accepted the ERP Committee report with no changes or opposition.

V. Report of the Programs Committee

- A. Interim Program Review: Healthcare Informatics
- B. Integrative Studies 91A: Reduce hours for Marketing & PR and Environmental Management PBCs

David Cluphf reviewed the Programs Committee report items. The committee had approved the Healthcare Informatics interim review and the Integrative Studies 91A with no questions or opposition.

The Council accepted the Programs Committee report with no changes or opposition.

VI. Continuing Business

A. Course Retention Requests

- i. Michael Hair let the Council know that there had been nine course retention requests with five of those recommended for approval. A Council member asked if Michael could characterize a typical course retention request and give more details on what the Council would look for in approving. Michael responded that they should look for the program having faculty members committed to teaching the course and a substantial syllabus. The Council would want to see a detailed plan with enough resources to support course retention.
- ii. Carole Frick motioned to accept the five course retention requests. Bhargav Patel seconded the motion. The motion was approved.

B. Update on APR/Dean of the Graduate School Job Posting & Search Committee

- i. Michael Hair let the Council members know that he now has a School of Pharmacy name to add to the Council's choices of candidates for the search committee and that David Cluphf would be submitted as a representative for the School of Education, Health and Human Behavior. Michael Shaw would be sending him a candidate from the College of Arts and Sciences.
- ii. Michael let the Council know that, after he has received all of the recommendations of search committee members, he will send the list to the Provost along with the job posting that the Council had reviewed.

VII. New Business- none

VIII. Adjournment

The meeting adjourned at 1:52 p.m.