University Graduate Council Minutes

Monday, January 28, 2013  3:00 p.m.  114 Sherrick Hall

- Minutes of November 27, 2012: No discussion, approved.
- Graduate School Dean: What should we look for?
  o Start fairly soon, need to come up with position description
    • Talked to all dept heads for feedback:
      o Extremes: Break up GS or Dean who is a vs. strong advocate for GS
  o Discussion:
    ▪ Majority supports: want strong advocate so issues not lost and graduate program can remain strong.
    ▪ Strong grad program, be able to facilitate faculty in mentoring of PhD students and graduate of PhD students while maintaining integrity of system.
    ▪ Someone that understood different kinds of programs-professional vs. research programs
    ▪ Growth area in professional program over last 3-4 years
    ▪ Organization and administration available as a graduate school book-resource
    ▪ Someone who is able to maintain flexibility for programs (professional vs. research science; exceptions to maintain student focus)
  o Search Committee Members:
    ▪ Research council member
    ▪ UGC member
    ▪ Dept head from professional program, EDUC/BUS/ARCH, hard science, social science, MSSE
    ▪ Student
  o Starting search ASAP
- DegreeWorks
  o Currently-degree requirements
  o Implementation-looks for student to be tied to advisor to access
    ▪ ~10% students don’t have advisor on admin paperwork
    ▪ New policy: upon admission student must have advisor assigned
      • Start using right away
      • Students can still change advisors
      • Working with Admissions to implement procedure and not process app until advisor assigned
      • Suggestion:
        o If dept doesn’t have advisor listed-default advisor
          ▪ Fall 2013-Faculty Access  Spring 2014-Student Access
          ▪ Will write up policy, then come in and ask for a vote by next mtg
- Grad Reps
  o Needed for comps, dissertation, defense
    ▪ Expected to sign off that exam was completed
- Not needed for proposal
- Policy read
- Email policy out to remind when grad rep is needed
- **Late fee for Application for Advanced Degree**
  - Chronic issue
    - Want to help students prepare for professional future
    - Not allowing Grad School to do due diligence
  - Want to incentivize students to turn in on time
    - Univ. Idaho-charge late fee
    - Discussion: Present not as “penalty” but as administrative necessity to provide proper student support. “Business realism”
  - Discussion ensued
  - Need to go to Board of Regents to get approval
    - If no approval, go back next year
  - Proposal for late fee needs to be before UGC before end of January
    - Range of $20-50→ $30 fee or $40 or $50
    - Late fee for “express audit”, “late penalty”
  - **Motion** to call it a “late audit fee” of $30
    - Seconded
    - One opposed
    - Discussion: What to call on student accounts vs. explicit language in emails to students. “Penalty” **In addition to audit.**
    - Issues:
      - Banner—“late audit fee”
      - Emails-Explicit that there is a penalty involved
    - **Motion Passed**
- Motion to adjourn. Passed 4:15pm.