Wednesday, March 2, 2016  2:00 – 3:00 p.m.  Linfield 214

Council in Attendance:
Ahmed Al-Kaisy (Engineering)  Mary Miles (Health & Human Development)
Michael Babcock (Faculty Senate)  Christopher Livingston (Architecture)
Tim LeCain (Letters)  Marc Giullian (Business)
Ann Ewbank (Education)  Fabian Menalled (Agriculture)
John Borkowski (Sciences)  Karlene Hoo (The Graduate School)
Jean Shreffler-Grant (Nursing)

Also in Attendance:
Amanda Brown (The Graduate School)
Lauren Cerretti (The Graduate School)
Nellie Ciesielski (President of the Graduate Employee Organization)

Absent:

Meeting started at 2:04 pm

February 17, 2016 minutes
• Menalled moves, Livingston second, unanimous pass.

Announcements
• Update from Faculty Senate (Babcock)
  o Individual Interdisciplinary Program (IIP) is in APWG currently, hoping to move on it next week. Will not meet BOR timeline for March meeting. Hopefully May meeting.
  o FS will meet today, 3/2.
  o FS discussed elimination of graduate representative, voted 13 for and 11 against to eliminate, effective immediately.

Old Business

New Business
• Update on Task Force
  o Dean Hoo gave an update on the task force
  o Currently gathering information from departments regarding tenure-track faculty workload, if they have admissions committees, and so forth, to share data among the colleges.
• Withdrawing Graduation Application policy (handout)
  o Language revisions to policy for using one credit extension to clarify procedure for students and streamline process for Graduate School.
o Q: is there a second fee if student reappears as one credit extension? Yes, $20 audit fee.

Q: What happens if student doesn’t complete or withdraw?
   ▪ GS attempts to contact student and department to gather information regarding intentions and eventually remove student from graduation status if no movement or response.

Miles motion to approve as written, Ewbank second, unanimous pass. Effective immediately, pending review by Faculty Senate on 3/9/16.

Committee Reports

• Policy and Procedures Committee

• Curriculum Committee

  o Member Menalled joined committee, currently only two voting members on committee (Menalled and Miles).
    ▪ Member Livingston volunteers to join curriculum committee.
  o Course review: approved Family Financial Planning (FFP) master’s program to drop from 42 to 36 required credits. FFP program felt it was losing students because 42 credits is high for a master’s program. Other schools in the GP-IDEA consortium (of which MSU’s FFP is a member) only require 36 credits.
    ▪ Babcock will bring to CPC in Faculty Senate today, 3/2.
  o Graduate Representative policy—“optional” policy language proposed (handout)
    ▪ Not required to have grad rep
    ▪ One time opportunity to elect to have a grad rep when submit program of study & committee form
    ▪ Student and committee chair are responsible for selecting grad rep
    ▪ If choose to have grad rep, must meet Graduate School criteria and GS has final approval of selection
    ▪ Exam report not required but will be recorded if submitted
    ▪ Dean Hoo suggests if Faculty Senate finds “option” agreeable, should go into effect immediately
    ▪ Babcock notes that Faculty Senate’s approved elimination of grad rep was immediate
  o Q: Could Grad School have policy for when things go poorly? An advocate for the student?
    ▪ Grad School has an Office of Student Services and a student advisor currently
    ▪ Appeal process exists in Grad School for everything
  o Q: Will grad rep role be removed from Activity Insight?
    ▪ Grad School will look into it; does not seem immediately possible as committees are entered manually into Banner
  o Q: Can a communication be sent to all current grad reps?
    ▪ Yes
  o Suggestion: appeal should be decided by person on same “level” as committee chair (i.e. should be faculty, not staff)
    ▪ Graduate Dean always decides appeals
  o Al-Kaisy moves to send “Optional” policy to Faculty Senate, Giullian second, unanimous pass to send to Faculty Senate.
• Governance Committee
  o Review UGC by-laws regarding role of graduate student member; discussion
  o Related: Grad School working to form Graduate Student Network; has met a few times already.
    ▪ Not formal body
  o Hand out: Student member application draft for review
  o Hand out: Student member announcement draft for review
  o Q: would it be feasible to have two students (staggered) at a time so there is a mentorship piece?
    ▪ Could be difficult because finding even one has proven challenging
    ▪ Would be useful configuration
  o LeCain: Governance committee will review hand outs and discuss to present at next meeting.

Chair LeCain adjourned at 2:56 pm

Next scheduled meeting – March 30, 2016