

**Minutes of the Graduate Council Meeting
November 14, 2008**

Present: Karen Bell, Barbara Chorzempa, Laurel Garrick Duhaney, Liz Hester, Dan Kempton, Ying Lin, Bernadette Morris, Jon Raskin, Narcyz Roztocki, Anat Shiftan, Vika Shock, Judy Rance-Roney, Jan McLaurin

1. The minutes from the meeting of October 10 were unanimously approved.
2. Announcements
 - a. Chris Vivas, president of Graduate Student Association, reported three items:
 - o GSA held a successful election event last week;
 - o The SA senate meeting approved a budget increase (from \$300 to \$400) to support GSA professional development activities;
 - o The GSA will initiate a panel discussion on several issues in the following weeks.
 - b. Karen Bell will sit in for Jon Raskin as presiding officer in spring 2009 while Jon is on sabbatical.
3. Old Business
 - a. Feedback on Graduate Coordinators and Advisors Brunch
 - o Going over paperwork so coordinators understand it is good; more of this kind of training could be helpful in the future;
 - o Coordinators could benefit from further clarification of graduate school procedures, such as the purpose of each process and how different processes work;
 - o At future brunches, it might help to provide with a fuller introduction of graduate programs before beginning the presentation.
 - b. Update of the Research and Creative Project Award Subcommittee
 - o Application files have been updated;
 - o The decisions have not yet been made;
 - o Judy Rance-Roney will replace Karen Bell, who is stepping off the RCPA committee to be interim presiding officer in Spring 2009;
 - o The subcommittee members for Fall 2008 are:
Barbara Chorzempa; Anat Shiftan; Jan McLaurin; Judy Rance-Roney
 - o The subcommittee members for Spring 2009 are:
Narcyz Roztocki; Liz Hester; Dan Kempton; Gweneth M. Lloyd
 - c. Transfer Credit Policy Revised
 - o The following motion was approved (10 for, 1 abstain):
 - *Graduate students are only eligible to receive transfer credits for courses in which they earned a grade of "B" or better.*
 - This replaces the old policy, which only required a "B-" or better
4. New business

- a. Annual Graduate Faculty Meeting will be held on Nov 21st from 11:00 to 12:30 PM at CSB 110. Members of the Graduate Council are encouraged to go to this meeting. The topic of the meeting is an open discussion of university-wide graduate school admissions standards.
- b. The Nov 21st Graduate Council meeting is cancelled.
- c. Middle State Accreditation
 - o Laurel talked about the purpose of a recent meeting on the Middle State Accreditation process. She encouraged all members to bring issues regarding this accreditation process back to their schools/departments for discussion.
 - o Online Course Approval & Assessment Procedure
 - o Jon raised two issues:
 - What is the best procedure for online course approval?
 - What kind of paperwork is needed for this procedure?
 - o Laurel proposed that a guideline should be established regarding online course approval and assessment. She suggested that council invite experts with online course experience (e.g., via TLC) to hold information sessions
 - o Karen proposed council host a campus panel discussion related to online course issues.

The meeting was adjourned at 2:30.

Submitted by Ying Lin