

# Graduate Council Minutes - 11/1/02

**Present:** A. Balant, P. Edwards, P. Freeman, M. Garratti, M. Guiry, J. Hammond, M. Roehm, R. Rudnitski, and S. Vinson

**Guest:** R. Bodenschatz

**Presiding:** Phyllis Freeman, Dean of the Graduate School

The meeting was called to order in HAB 802 at 2:05 p.m.

1. The minutes of the meeting of October 4, 2002 were approved unanimously.
2. Announcements
  - a. Full-time enrollment in the Graduate School is at a record high of 485 students. In total, over 1800 students are enrolled.
  - b. Sally Cross, the Director of Major Gifts, has been invited to the November 15 meeting to discuss funding for graduate students.
  - c. The new VP for Student Affairs, Dave Rooney, visited P. Freeman. Topics discussed included housing for graduate students, the new dormitory (Hall 3), and a graduate student organization.
  - d. Discussion ensued within Council regarding Hall 3 and graduate housing. The following motion was passed unanimously (8 in favor, 0 against, 0 abstain):  
Graduate Council supports designating the new residence, Hall 3, for graduate students and selected seniors.
  - e. A. Balant indicated that the Bylaws subcommittee was making progress rewriting the bylaws. The subcommittee is in the process of addressing the representation issue discussed last Spring.
  - f. P. Edwards discussed a recent grade appeal case regarding three Special Education students who plagiarized a course paper. The subcommittee supported the decision made by the professor, Chair, and Dean that the students will receive an "F" in the course. The students appealed the ruling, but the decision was reaffirmed by the Provost
  - g. J. Hammond indicated that the New Course Proposals subcommittee has developed two internal checklists for reviewing new courses.
3. Old Business
  - a. The New Course Proposals subcommittee recommended approval of the following two courses: 20537: Options and Futures and 20539: Personal Financial Planning. Course 20537 was approved subject to rewriting the catalog description.
4. New Business
  - a. Discussion of the new Graduate Catalog continued from the October 4 meeting. A key issue is how to integrate the catalog and marketing pieces.
  - b. R. Bodenschatz provided sample catalogs from other schools for review.
  - c. P. Freeman reported her findings from asking Graduate Program Coordinators and Chairs for their comments on the following three issues:

- i. i. Should the catalog be produced in paper or just online or both?  
Paper=1; Online=2; and Both=15
  - ii. ii. Should a separate catalog be produced for each School/College?  
Yes=8; No=7; Undecided=2
  - iii. iii. Should the catalog be divided into two parts: rules and regs in one publication, course offerings and faculty information in a second one? Yes=8; No=5; and Undecided=3
- d. Discussion of the Graduate Catalog will continue at future meetings.

The meeting was adjourned at 3:30 p.m.

Respectfully submitted,  
Michael Guiry, Secretary