

**GRADUATE COUNCIL
MINUTES
November 12, 2004**

Present: P. Atkins, K. Bell, A. Dos Reis, P. Edwards, M. Garatti, L. Garrick Duhaney,
M. Guiry, J. McLaurin, D. Miller, M. Muffs, J. Raskin, M. Roehm

Presiding: Peter Edwards
Presiding Officer
Graduate Council

1. Approval of minutes:

The minutes of the October 22, 2004 were approved with a motion by D. Miller, and seconded by K. Bell.

2. Announcements/Updates:

- Former Dean Phyllis Freeman expressed warm appreciation and thanks for our recognition of her hard work and contributions to the Graduate School during her tenure.
- E. Richards, Graduate Coordinator Nursing, would like to attend the next meeting to discuss program/proposal.
- The committee reported that a decision/recommendation in the case of plagiarism (under review) was made to the Dean of the Graduate School with the Dean passing on the recommendation to the Provost. A larger discussion of policy ensued with the Council agreeing that a campus-wide policy needs to be developed and the Council of Deans will undertake this policy draft.
- Graduate applications are due November 23, 2004 for May 2005 graduation.

3. Revisions of the Admission Deferral policy was presented by J. Raskin with M. Muffs and after discussion a consensus was reached and J. Raskin will present a re-drafted policy statement at the next meeting.

4. Recruitment:

The Dean continues to meet with all graduate program faculty and is receiving positive feedback. As these meetings occur, Dean Garrick Duhaney will continue to report on these and share her thoughts on developing new initiatives.

5. Revision of the By-Laws will continue with the Council acting as a Committee of the whole, one section at a time.

6. A recommendation was made that Assessment plans/proposals for graduate programs go through the normal governance process for feedback and information purposes. Guidelines for such a review need to be developed.

7. Current web access to information on graduate programs is flawed, but easily

rectified with several recommendations made by Council members for making internet access easier for prospective students. The Office of the Graduate School would work these out quickly.

8. The issue of safety on campus was not discussed.
9. The meeting was adjourned at 2:55 PM.

Respectfully submitted,

Mary Roehm
Secretary Pro Tem