

GRADUATE COUNCIL
MINUTES OF THE MEETING
September 15, 2006

The meeting was called to order by Dean Judith Walker de Felix at 1:30 p.m. Members in attendance were: Haiyan Cai, Sally Ebest, Michael Griffin, Theresa Guess, Susan Kashubeck-West, Stephen Moehrle. Members absent: Carl Bassi, Eric Baumer, Joyce Corey, Tom Eysell, Ruth Jenkins, Ruth Iyob, Bill Kyle, Michael Murray, Patricia Parker.

I.. Curriculum & Instruction Issues

The Dean invited Dr. Mark Pope, Chair of the Senate C & I Committee, and Kate Schroeder, GRA for curriculum issues. Kate will review course proposals submitted to the Graduate Council and report to Council each month. She will review for appropriate graduate level content and pre-requisites.

Dr. Pope is attempting to streamline the current course proposal process by removing unnecessary layers of oversight on campus. Last year, Tim Farmer served as both the Chair of the Graduate Council C & I committee and the Senate C & I committee. His dual role and scrutiny of course proposals saved the Senate C & I a lot of review time. Also, efficiencies were made by moving curriculum proposals to an electronic process. Information on the status of course proposals was also provided on line. Both of these changes made the process more transparent. For the next level, the Senate plans to obtain better software to track the course approval process.

Ms. Schroeder presented her report on pending course proposals and recommends approval for:

El Ed 6410 Current Research in Early Childhood & Elementary Program (change description)
Sec Ed 6415 The Secondary School Curriculum (change description)
Sec Ed 6416 Curriculum Construction for Secondary Schools (change description)
Sec Ed 6420 The Improvement of Secondary School Teaching (change description; prerequisite)
Cns Ed 6060 Enhancing Counseling Skills (new)
Cns Ed 6220 Current Issues in Counseling Special Needs Populations (new)
Hir Ed 6408 Legal Issues in Student Affairs (new)

Council accepted the report and Graduate School staff will forward the proposal to the Senate C & I committee.

Course Deadlines. Currently, undergraduate courses have a March 1 deadline. With the schedule of Graduate Council meetings, what should the Graduate School's deadline be?

Council agreed March 1 should be the deadline to Academic Affairs for course proposals and January 15 should be the deadline for any new or changing degree or certificate programs. The Dean will ask the Provost's office to disseminate these deadline dates.

Before each Council meeting, Ms. Schroeder will send a report on course proposals to be discussed at the Council meeting. The Dean will give Council members' access to Sharepoint. It tracks course and program proposals, who reviews the forms and who makes changes to any of the forms. The site can also be set up to give you automatic alerts of new courses proposals. Pending question: how would someone or some department express concern for a course proposal?

II. Minutes of the August 2006 Meeting

Council approved unanimously the minutes of the August 25, 2006 meeting.

III. Admissions and Scholarship Committee

Council needs to decide how to spend the \$250,000 from the Chancellor. These funds were given as part of the strategic plan to recruit new students. Do we want to keep the same number of recruitment fellowships @ \$4,000 each? Last year, we had numerous applicants turn us down. Should we increase the amount? We also awarded 5 dissertation fellowships @ \$14,000 each. Do we want to use some of that money for recruitment fellowships and not award any dissertation fellowships or keep as is? Council members felt the dissertation fellowships helped students finish their degree. Increasing graduation rates is another aspect of the strategic plan.

Recruitment Fellowships. Deadlines need to be determined. Last year, some departments lost good candidates because the offers were given too late. If funds remain this year, we could revisit offering late fellowships with special cases or at the end of the deadline period. Would be enough money to do that?

Dissertation Fellowships. Currently, there is an October 1 deadline for Dissertation Fellowships. The Graduate Program Directors felt the dissertation fellowships helped students finish and do so more quickly. It also enforces the 8 year rule and increases the graduation rates. After much discussion, Council members agreed to hold one annual dissertation fellowship deadline which would be in mid-February. The October 1 deadline should be cancelled. Dr. Kashubeck-West moved to make the deadline in mid-February with a start date of July 1 or later. Mike Griffin seconded. Council approved the motion.

With \$281,000 available to spend this year, Council decided to award 6 recruitment fellowships and 3 dissertation fellowships this year. At its October meeting, Council will look at the doctoral department application deadlines and then decide on the recruitment fellowship deadlines.

III Rules and Regulations

The Dean distributed suggestions to present to the Graduate Faculty in the fall. The proposal is designed to streamline the approval of graduate policies by limiting a bureaucratic layer and faculty members' time commitments. Under this proposal the Graduate Council would become the chief legislative and policy-formulating body for the Graduate Faculty of the University of Missouri-St. Louis and would take the place of the current Council and Graduate Faculty meetings. Specific changes and their rationale include the following:

Proposal	Current Status
<p>1. Eliminate one layer of approval. Curricular changes approved by the Council would not change; the Graduate Council would have final approval for proposals for policy/rules changes.</p>	<p>Council currently reviews curriculum before sending it to the Senate C & I Committee (no change proposed). Proposals for Rules changes approved by the Council go to the Graduate Faculty for review and approval.</p>
<p>2. Faculty meetings would be held on an as-needed basis. The Graduate Faculty could review, change or rescind any legislation enacted by the Council. Faculty could submit to the Graduate Dean a petition signed by 20 or more members of the Graduate Faculty; then a special meeting of the Faculty would be called to discuss and act on the legislation in question.</p>	<p>Current policies require a Graduate Faculty meeting each semester, a secretary of that body, and election of a Nominating Committee.</p>
<p>3. Members would represent their units for longer terms, leading to greater understanding of graduate processes and program needs. The Graduate Council would consist of the same representatives as the current Graduate Council. Each member would serve for three years.</p>	<p>Currently the term of Council members is two years.</p>
<p>4. Faculty within the units would elect their own representatives. Faculty within each college or division would elect/select their own Council members.</p>	<p>Council members are nominated by the College or Division then elected by those that attend the spring Graduate Faculty meeting. If no one from a unit attends the meeting or nominates a representative, then the attendees select the supposed representative from that unit.</p>
<p>5. Add a provision for members that do not attend. Council members may send substitutes as voting members.</p>	<p>The Council has no provision for members that do not attend meetings. It has been the practice not to allow voting by proxy.</p>

Suggested procedure for action on the Proposal

Any changes to current Graduate School policies must be acted on following existing policies 1.1 and 1.2.

Operationally, the 2006-07 Council will review the proposal and ask the faculty they represent for their input. Council members will take suggestions to the monthly meetings, make appropriate motions, and should act on them before the Graduate Faculty Fall 2006 meeting. At any stage, if there appears to be confusion or discord surrounding the proposal, Council members may hold Town Hall meetings to invite discussion among Graduate Faculty members. Proposals tabled at the Fall Semester 2006 faculty meeting will be acted on at the Spring Semester 2007 faculty meeting.

Council will vote on the above proposed changes at the October meeting. Any approved proposed changes would go to the Graduate Faculty. The full Graduate Faculty meeting will be held on Wednesday, November 8 at 2:30 p.m.

IV. Dean's Report

Faculty Research Fellowships. Our campus has a diverse student body yet not enough diverse faculty leadership for dissertations. Therefore the Faculty Research Fellowship Program was created. Since its inception, four faculty have participated: Drs. Gwen Turner, Ruth Iyob, Haiyan Cai, and Julius Johnson. The Dean encouraged faculty to think about applying for the fellowship.

Homeland Security. The dean attended a meeting at UM system to discuss a possible degree program or course offerings in homeland security. UM-Rolla is working on disaster planning related to Hurricane Katrina and the Taum Sauk Reservoir accident. UM System will send out 5 categories by NRC which should be in a homeland security degree. It won't be a collaborative degree. The dean is hopeful that our campus will produce an interdisciplinary program or course proposals on human security.

There being no other business, the meeting adjourned at 3:15 p.m.

Respectfully submitted,

Stephen Moehrle
Vice-Chairperson and Secretary

SM:meh