Graduate Council Minutes
October 8, 2014

Present: Anderson, Cruzan, Kinsella, Mildner, Mukhopadhyay, Perlmutter, Robinson, Scheller, Schuler, Nelson, Everett, Harmon, Hanson, Treece

Absent: Watanabe, Holmes

Agenda

Introductions

Minutes from May 28 meeting

Summary of Graduate Council responsibilities

- Overview of Review Panel processes
- Intro to Curriculum Tracker

New External Review Process

Admission Appeals

Petition process and petition readers for Fall term

The meeting was called to order at 12:05 p.m. Members introduced themselves.

Minutes from May 28 GC meeting

*It was moved (Anderson) and seconded (Schuler) to approve the May 28 minutes as submitted. The motion was approved unanimously.*

Summary of Graduate Council responsibilities

No new faculty members have been appointed to GC for 2014-15, so the bulk of the process overviews will be held until new members join the Council. Kinsella did provide information about two changes from previous years’ processes. First, based on feedback from a retreat last month with OAA, UCC and GC chairs and support staff, and the chairs of school/college curriculum committees – when a review panel contacts a proposer with questions and/or suggested changes to a proposal, the department and school/college curriculum committee chairs should be copied so that they are aware of the discussions surrounding proposals their committees have already approved. Second, Kinsella said GC will return to the previous practice of the review panel chair (not the GC chair) leading the Council through the review of proposals at the meeting.

New External Review Process

With the dissolution of OUS, Everett provided an overview of the new pathway for approval of new programs; full details are on the OAA website. The most notable change for GC is that external review will now happen after school/college approval but before GC review; comments from the external review will be part of the overall package of materials that GC sees for a new program proposal.
Admission Appeals

Everett provided an overview of a new set of guidelines that have been drafted for situations when applicants have been denied graduate admission and are seeking an appeal. Everett emphasized that no change has been made or even suggested to the processes departments use to make their admission decisions. However, when an applicant has been denied admission, he or she will frequently visit many offices on campus to seek a resolution; the new guidelines have been developed to provide clear information about an appeal process and next steps, especially for frontline staff who will have the most contact with theses applicants. Everett asked that GC members send her any suggested feedback on the proposed guidelines.

Policy Discussions

Kinsella briefly talked about GC’s role regarding policy issues and other topics related to graduate education, and he asked that members propose topics they would like to discuss this year. A couple of topics that were briefly discussed were 1) community-based learning and the desire to capture this information for reporting purposes and 2) new DataMaster reports available to track time to degree.

The meeting was adjourned at 12:59 p.m.