

Graduate Council Meeting
Minutes
Tuesday, March 22, 2011

Members in attendance: Russac, Candler, Mauro, Shaw, Jordan, Stanley, Kasten, Buchwalter, Eggen, Zhan, Roberson, Richardson, Kpcio

Dr. Len Roberson called the meeting to order at 12:19 pm. He announced that April 26 will be the final Graduate Council meeting and lunch will be provided for members.

Dr. Roberson told members that Keith Martin has left the position of Director of the Graduate School and he is now in the College of Arts and Sciences Advising Office. A new director is being sought to tentatively begin work in April. Any issues handled by Keith, please contact Dr. Roberson.

In regard to graduate admissions processing, the new admissions application system will begin prior to July 1, 2011 and acceptance letters will no longer be mailed to applicants. Admission decisions will be entirely electronic and will be posted to the applicants myWings account.

Dr. Roberson initiated a discussion of the changes to the UNF admissions policy – the Graduate Council is the governing body with the authority to adjust the minimums in the current policy. He sent out several renditions of the policy and received feedback. If agreed upon by the Graduate Council, the draft would be brought to the Council of Chairs and the Deans for approval. The Graduate Council began to discuss the organization and language of some components in the draft policy. The admission requirements of international applicants were also discussed. The council agreed that Dr. Roberson would make the agreed upon organizational and language edits, he would clarify the international policy to reflect those issues raised in the discussion, and he would also allow 3 more weeks for additional member feedback prior to the April meeting when a vote will be taken.

The next agenda item was to propose a policy to award graduate degrees posthumously, similar to an existing UNF undergraduate policy. Dr. Roberson said that the recent death of a graduate student prompted that student's graduate program to request to award the degree posthumously. The degree was granted in that case; however, the university is in need of a Graduate School policy. Dr. Roberson sent out a draft for members to review: the draft policy is the same as undergraduate policy, except the change was made that 75 percent of the coursework must be completed. A motion was made to vote on the policy; it was seconded and approved unanimously. Dr. Roberson said the next step is to submit the proposal for input and approval by the Council of Chairs and the Deans, and then to the Provost for final approval.

Dr. Roberson talked about the progress on the Graduate Academic Learning Compacts (GALCs) with Judy Miller and the rubric which they are using to review the GALCs. He presented the timeline for GALCs; the input into the software should be complete by August. Dr. Roberson will initiate feedback to the department and coordinate meetings to follow-up with a detailed review.

In regard to TracDat, Dr. Roberson will investigate which pieces of the GALCs are going to be made public and suggested that he would ask Judy Miller to attend the April Graduate Council meeting to talk about it. GALCs are public and should be made available to prospective students to have an idea of the expected outcomes. The Curriculum Map is not available publicly.

A reminder for the next Graduate Council meeting (April 26 at 12:15 pm in the President's Conference Room 2/2800) will be sent to members and lunch will be provided. .

Dr. Roberson adjourned the meeting at 1:01 p.m.
Respectfully submitted by Patrice Kpcio